

JES PARENT COUNCIL SCHEDULE

September

- 7/8 Disperse JES Parent Council Info/Consent/Volunteer form to all students.
- 23 WEEKLY UPDATE: Notification Parent Council AGM Sept 26 7PM
- 26 Parent Council AGM 7PM
- 29 Order Deadline for Oct 4 Fun Lunch

November

- 1 Fun Lunch Day
Purdy's Catalogues to be distributed to students.
- 11 Order Deadline for Nov 15 Fun Lunch
- 15 Fun Lunch Day
- 18 WEEKLY UPDATE: re: Purdy's order deadline Nov 19
- 25 Order Deadline for Nov 29 Fun Lunch
WEEKLY UPDATE: Parent Council Mtg Nov 28 @ 7pm
PD Day – light snacks provided to teachers
- 28 Parent Council Mtg @ 7pm
- 29 Fun Lunch Day

January

- 13 Order Deadline for Jan 17 Fun Lunch
- 17 Fun Lunch Day
- 20 Order Deadline for Jan 24 Fun Lunch
- 24 Fun Lunch Day

October

- 4 Fun Lunch Day
- 14 Order Deadline for Oct 18 Fun Lunch
- 18 Fun Lunch
- 21 WEEKLY UPDATE: Notification Parent Council Mtg Oct 24 7PM
- 24 Parent Council Meeting 7pm
- 28 Order Deadline for Nov 1 Fun Lunch
WEEKLY UPDATE: Purdy's catalogues going home Nov 1
PD Day – Light snacks provided to teachers

December

- 2 WEEKLY UPDATE: RE - Purdy's Chocolate Sorting & Pickup Day Dec 5
- 5 Purdy's Chocolate Sorting & Pickup Day
- 9 Order Deadline for Dec 13 Fun Lunch
- 13 Fun Lunch Day
- 18 Order Deadline for Last day of Classes Cookies
- 22 Last Day of Classes Cookies

February

- 3 Order Deadline for Feb 7 Fun Lunch
PD Day – light snacks provided
WEEKLY UPDATE: Parent Council Mtg Feb 13 @ 7pm
- 7 Fun Lunch Day
- 13 Parent Council Meeting 7pm
- 24 Order Deadline for Feb 28 Fun Lunch
- 28 Fun Lunch Day

JES PARENT COUNCIL SCHEDULE

March

- 3 Order Deadline for March 7 Fun Lunch
- 7 Fun Lunch Day
- 10 PD Day – Light snacks provided to teachers
- 17 Order Deadline for March 21 Fun Lunch
- 21 Fun Lunch Day

May

- 5 Order Deadline for May 9 Fun Lunch
PD Day – light snacks provided to teachers
- 9 Fun Lunch Day
- 19 Order Deadline for May 23 Fun Lunch
- 23 Fun Lunch Day
- 26 WEEKLY UPDATE: Parent Council Mtg May 29@ 7pm
- 29 Parent Council Mtg @ 7pm

April

- 3 Parent Council Meeting 7pm
- 7 Order Deadline for April 11 Fun Lunch
- 10 PD Day – light snacks provided to teachers
- 11 Fun Lunch Day
- 21 Order Deadline for April 25 Fun Lunch
- 25 Fun Lunch Day

June

- 2 Order deadline for June 6 Fun Lunch
- 9 PD Day – light snacks provided to teachers
- 6 Fun Lunch Day
- 16 Order Deadline for June 20 Fun Lunch
- 20 Fun Lunch Day
- 29 Last Day of School

Council Positions to be Filled at Sept 26 AGM:

Below are a list of the Council positions that we are looking to fill. "Required" indicates that it's a position that must exist according to our Council bylaws. Known Candidates are people who have stated that they are willing to take on the role, but have not yet been elected. Anyone wishing to fill a role is eligible to be nominated or appointed at the September 26, 2022 AGM.

If you are interested in filling any specific position, please let me know (at Ryan@InertiaEnviro.com) prior to the AGM so I can make note of interested candidates.

Position	Known 2022 Candidate
President (Required)	Ryan Olivier
President-Elect (Required)	(Needed)
Treasurer (Required)	Brandon Johnson
Fundraising Coordinator	Steph McLeod
Secretary (Required)	Kathy Sushko
Past President (Required)	N/A
2 Volunteer Coordinators	Tina Nikolaou + (Needed)
Student Enrichment Chair (Required)	Alicia Dyck
2 Members at Large (Required)	Katharine Butler + (Needed)
Home and School Representative (Required)	(Needed)
JEPSA Chair (Required)	Ryan Olivier
Kindergarten Liaison (Required)	Jeanie Wu (penciled in)
Principal (Required)	Stephen Ogilvie
2 teacher representatives (Required)	To be provided by the school
1 Community Representative (Required)	(Needed)

See full descriptions of Council positions on the following page (taken from Council Bylaws).

Other Volunteer Opportunities:

Other Volunteers Required
Fun Lunch Volunteers to assist on fun lunch days.
Purdys delivery/sorting Volunteers
PD Day volunteers to bring light snacks for teaching staff.
Odd-Job Volunteers for occasional school projects requiring support

The other volunteer positions will be posted onto Sign-Up Genie (or similar service) where parent volunteers can sign up for specific dates that volunteers are required.

Description of Council Positions from Council By-Laws

- 5.3 The Executive shall consist of :
- 5.3.1 the Home and School Representative, who shall attend all meetings of the Calgary Home and School Association, and when required represents the Council, and shall report the proceedings to the Council;
 - 5.3.2 the JEPSA Chair, who shall act as liaison between JEPSA and Council;
 - 5.3.3 the Kindergarten Liaison, who shall collaborate with the Kindergarten parents and teacher to ensure that resources are available to support the Kindergarten program, and who shall deposit all monies paid to Kindergarten for enrichment fees in the bank, trust company, credit union or treasury branch the Kindergarten parents may order, properly account for funds of the Kindergarten and keep such books as may be directed and meets with the Kindergarten parents and teacher as required to facilitate communication;
 - 5.3.4 two Members at large, who shall aid the Executive and undertake tasks as required;
 - 5.3.5 the immediate Past-President, who shall be available in an advisory capacity after term of office as President;
 - 5.3.6 the President, who shall preside when present at and participate in all meetings of the Executive and the Council, have general supervision of all activities of the Council, is the official spokesperson of the Council, causes notices of Council meetings and proceedings to be given in accordance with Article 10 and serves as Past-President for the year after his or her term as President;
 - 5.3.7 the President-Elect, who shall aid the President and undertake tasks assigned by the President in the absence of the President, supervise the affairs and preside at any meetings of the Council and in the event of resignation, incapacity or leave of absence of the President, fulfills the President's responsibilities and shall be the President for the year following his or her term as President-Elect;
 - 5.3.8 the Secretary, who shall take accurate minutes of all Executive and Council meetings and proceedings and keep and circulate such minutes and shall have charge of all the correspondence and official records of the Council;
 - 5.3.9 the Student Enrichment Chair;
 - 5.3.10 the Treasurer, who shall supervise the affairs and preside at any meetings of the Finance Committee, deposit all monies paid to the Council in the bank, trust company, credit union or treasury branch appointed by the Executive, have control and custody of cheques and records, deposit, oversee distribution of and properly account for funds of the Council and keep such books as may be directed by the Executive, present a full detailed account of receipts and disbursements to the Council whenever requested, and prepare the financial statements for the annual reports;
 - 5.3.11 two Volunteer Coordinators, who shall prepare and distribute a volunteer request form to all parents in September of each school year, prepare a volunteer list for each classroom teacher and room parent, contact volunteers to assist with School and Council events and committees, assist school administration in the development, organization and implementation of a volunteer orientation session to be held each September and assist school administration and Council in volunteer recognition activities.
- 5.4 Every Parent is eligible to be elected or appointed as a member of the Executive.