

Meeting Minutes



St. Teresa of Calcutta School Parent Council Meeting
September 15, 2026 – 6:30pm in Gathering Space

Members Present:

Patti Pilsner—**Principal**
Kristy Gabruck – **Associate Principal**
Danielle Moe – **Chair**
Kerri Perkins – **Treasurer**
Melissa Brown - **Secretary**
Meagan Turner – **Social Media & Volunteer Coordinator**
Kurt Leiblich – **Events Chair**
Bob Spitzig—**Board Trustee**
Dominika Wojcik – **Co-Chair**

Regrets:

Megan Conway – **Hot lunch Coordinator**
Elaine Lawrence - **Office Administration**

1. Call to Order and Welcome - Danielle Moe
2. Opening Prayer - Kristy Gabruck
3. Land Acknowledgement - Danielle Moe
We'd like to begin our meeting by acknowledging that the land on which we gather is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in Southern Alberta. Our recognition of this land is an act of reconciliation and an expression of our gratitude to those whose territory we reside in or are visiting.
4. Approval of Last Meeting's Minutes (Motion) Danielle, Melissa and Kerri second
5. Additions to the Agenda
6. Approval of the Agenda (Motion) Danielle, Kurt
7. Old Business.
No
8. New Business
 - a. Council Members needed for 2026/2027 School Year
 - i Treasurer – someone to shadow Kerri for this year and take over the 2027/2028.
vote needed.
Chelsey Smith all yay
 - ii Secretary – someone to replace Melissa, vote needed. (Melissa to continue as secretary until replacement is found)
Kelly Cabrera all yay

iii Fundraiser – Melissa Brown to replace Joanne Setla – vote needed.

All yay

iv Co-Chair – Kurt Leiblich to replace Nika Wojcik – vote needed.

All yay

v Events – Nika Wojcik to replace Kurt Leiblich – vote needed.

All yay

b. Fundraising items for the year

i Kernels – set date, vote needed.

Do it every year, right before reading week.

ii Growing Smiles – set date, vote needed.

Do every spring. At the end of the year, delivery for Mother's Day.

iii Coupons books/Kona Ice – vote needed.

Can bring the Kona ice truck and 20% of the sales go back to the school.

He would like to do it at the welcome back. Could we do it at the Halloween dance. Have the mini at the dance. Could we do it at the colour run at the end of the year.

iv Fundraiser incentives for the kids' ideas and budget, vote needed.

Will discuss at a later date

v Donation request letters – grocery stores – Melissa

Will discuss at a later date

vi Thank you letters – lets start this now.

Request from the school. Have the kids sign a big poster board to go out to the companies that donate. Half a poster board size. Kerri will bring in to the school to do.

vii Fundraising letter for school board – Melissa

Megan has done one for Panago and Melissa to do for Kona ice. We are going to fundraise for Kona ice right now. Contact Joanne. Send out at the beginning of October

c. Events/Dances

i Dances -set themes and dates, budget, vote needed.

- Halloween dance. Money is already allocated for that.
- Halloween dance, valentines dance, art auction, spring dance are the norm.
- Three dances a year is fine.
- Leave December to families as it's a busy time.
- Halloween dance - October 29th
- February 10th or 11th for valentines? Need the puppies again.
- Budgets are \$500.

ii Art Gala? vote needed.

Will think about art gala. TBD

iii Christmas Lunch & sponsor - vote needed.

Ward brothers have been asked to pay for the Christmas dinner \$3500 for dinner and last year parent council provided \$200 for veggies.

d. Hot Lunch Plan for school year and Panago Pizza Fundraisers

- Megan and Marla will come up with the plan tomorrow.
- We have Panago hot lunch on October 7.
- Four Panago fundraiser nights this year. First is October 20.
- Shrove Tuesday for pancakes.

i Responsibility to keep up canteen supplies – coordinate between Megan C and Elaine?

Megan and Elaine will manage together.

e. Volunteers

i Social media to help encourage parents – council to create funny PTA videos together asap.

We will set up a day

ii Start spamming parents now on WhatsApp with dates and needs.

iii Send home We Need You! letter to parents – attached.

We will have Elaine send it out to the parents. Everyone agrees.

f. Parking Lot Safety

i Painting arrows and spot lines, signage

Kurt will take on communicating with the city

ii Promote School Drop Off and Pick Up Day – council members dress up as pylons and direct traffic and talk to parents about speed / parking lot safety – budget & vote needed. Could be an annual thing if we wanted.

Parents won't care about council shaming bad drivers. In the past behaviour changes briefly but then goes back to the same.

g. Any new business from Parents in attendance

No new business

9. Report from the Division (Bob)

Not in Attendance

10. Report from School Administration (Patti)

- Over the summer maintenance closed off our moveable walls. That's had a huge positive impact.
- Received a classrooms set of desks and chairs. School does not need chairs for classrooms right now.
- New faces around the school. Ms. Power in grade 3 she was temporary and is probationary this year. Abbey Ford joined in grade 5. Part time teacher for grade 6, Jared Beler.
- On the 29th an elder is coming to do a naming ceremony for the school at 2 pm.
- Meet the teacher/welcome back next week.
- Fall retreat to the corn maze for grade 6 on the 22nd. Looked at sabc for the day in September but they raised their prices and got rid of activities. Will be doing team building activities and spending the day there. No sabc this year. Kerri might have a different camp that has funding for the year end for grade 6. Could parent council pay for them to get hot chocolate or snacks for the grade 6 at the corn maze.

- Grade 3 and up we have eked out the core curricular outcomes and put them in multi age. Phys ed and health some outcomes are part of dance and movement class. Grade 5 and 6 language arts outcomes that are hard to fit in are now part of a drama class. Grade 5 and 6 also get an hour of stem, coding, circuits, hands on building, garage band.
- Musical March 22 and 23 at the Yates.
- Interviews 25 and 26 of November, will be a book fair at the school that week.
- New security measure from the province. Doorbell at the front door, all doors are locked
- November 30 council of school council.
- We are the referendum location, there will be increased police presence. Will have them come in through the gym doors and are not to enter the rest of the school.

11. Chairperson and Coordinator Reports

a. Treasurer – Kerri with start of year funds report

- We have \$6500 in the bank. We should be using the money within the year it was fund raised in. \$3928 after allocations.
- Swap events and fundraising on the agendas and meetings.
- No fundraising prior to Christmas.
- Painting lines in the parking lot would be above school level.
- Legacy park days June 21-23 waiting to hear back. Stick with Kona ice again this year. It was \$1365.
- Face to face \$2000. Kerri motion Danielle second. All yay.

b. Events

- Face to face retreat is in December instead of May this year.
- Monday and Tuesday of Holy Week for school musical. We can help fund
- Welcome back bbq 24th of September. Last year we did popsicles, could we do an open canteen water, chips, juice boxes. 1 drink 1 snack. Tickets at the door. 6-8pm.
- School may do a family mass around Christmas.

c. Volunteers

No updates

d. Social Media

No updates

12. Any Other Business

No

13. Action Items

- Tickets for the welcome back - Danielle or Nika
- Treats for welcome back - Nika
- Thank you poster boards - Kerri
- Fundraising letter - Melissa

14. Thank You's

15. Next Meeting Day and Time: Tuesday, October 6, 2026

16. 2026/2027 Meeting Dates

1. Tuesday, September 15, 2026
2. Tuesday, October 6, 2026
3. Tuesday, November 3, 2026
4. Tuesday, December 1, 2026
5. Tuesday, January 5, 2027
6. Tuesday, February 2, 2027
7. Tuesday, March 2, 2027
8. Tuesday, April 6, 2026
9. Tuesday, May 4, 2027
10. Tuesday, June 1, 2027

17. Motion to Adjourn (Motion) Danielle, Kerri

Each motion to be raised, seconded and then voted on.