

Meeting Minutes



St. Teresa of Calcutta School Parent Council Meeting

January 13, 2026 – 6:30pm in Gathering Space

Members Present:

Patti Pilsner—**Principal**

Kristy Gabruck – **Associate Principal**

Elaine Lawrence - **Office Administration**

Danielle Moe – **Chair**

Joanne Setla – **Fundraising Chair & Secretary**

Kerri Perkins – **Treasurer**

Melissa Brown - **Secretary**

Meagan Turner – **Social Media & Volunteer Coordinator**

Dominika Wojcik – **Co-Chair**

Regrets:

Megan Conway – **Hot lunch Coordinator**

Kurt Leiblich – **Events Chair**

Tricia Doherty—**Board Trustee**

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. Approval of Last Meeting's

4. Approval of Last Meeting's Minutes (Motion) Kerri first, Meagan second

5. Additions to the Agenda Meagan first, Kerri second

6. Approval of the Agenda (Motion) Kerri first, Meagan second

7. Old Business

a. Traffic plan from City of Lethbridge

- Patti met with the city. Engineering pieces have started. Improve the parking lot access. Increase visibility of crossing and decrease parking close to cross walks. Traffic calming to reduce speeds. Education piece - safe act of travel. AHS can do brain safety for bike helmets. Police patrols will be coming to enforce regular road rules.

8. New Business

a. Valentines Dance – secure a date week of Feb 9-13

- Thursday the 12th. All approved

b. Fundraising 2026 – possible options are:

- i Family Photos
- ii Kernels Popcorn
- iii Growing Smiles Spring campaign
- iv School Cookbook

c. School Boundaries & registration

- New boundaries are being enforced city wide in the fall. Out of boundary first, we have a large amount of out of boundary students, they will sit in a queue to decide who will stay in the school. Next phase is returning in boundary students and will get approved right away. Then new in boundary. Then after that they will circle back to the first group to decide who can stay. Grade 6 will remain at their current school and will receive bussing.

d. Hot Lunch Donation option of School Cash Online

- Is it an option to have a hot lunch donation on the school cash to donate to another child. Have a list of students that can't afford to buy lunch. Not all parents want their kids to have the hot lunch and wouldn't appreciate their child receiving it. Instead of a hot lunch button, have a stock the office fridge option? Not needed. They have the money and government grants to fill the fridge.

e. Microwaves for classrooms

- Do we need more microwaves? Not all classes have counter space. Elaine could put it out to the teachers to see who would like a microwave in their classroom. It's better to have them out in the hall

f. Shrove Tuesday

- Not this year. It falls during break.

g. Any new business from Parents in attendance

- No business from parents

9. Report from the Division (Tricia)

- Not here

10. Report from School Administration (Patti)

- Thank you to the parent council for the Christmas lunch.
- Report cards are January 26th. It will be the Friday or the Tuesday as the 26th is a PD day.
- Mountain west studios. We are switching for school portraits. They do family photo nights. March 2 and 3 for family photo night. It is also the council of council nights on march 2. March 3 is parent council meeting. It goes until 9.
- It is survey season. The division is switching and doing their own survey Coming out January 19 to February 6. Government one will be in that same time frame.
- Spring musical March 25 and 26 at the Yates. It is called Back to the Beginning, it aligns with our school faith plan. Students explore the bible. It's upbeat and fun. Tickets go on sale February 12.

11. Chairperson and Coordinator Reports

a) Treasurer

- With the dance. We made \$934. Our cost for the dance was \$400 and the budget was 1300.
- We have \$150 allocated for canteen. \$1100 for chairs. Basketball nets. We should have 1800 left over.

b) Fundraising

- The school has family photos.
- Growing smiles. Flower baskets for year end party and field trips. Delivery date is right around Mother's Day. Start it beginning of April
- Kernels popcorn sells for 2.5 or 3. They deliver. We have to sort. The kids love to sort the popcorn. Incentives - class that sold the most can win a prize like a pizza party or something. Could we do an incentive with levels? if you sell every x amount you get whatever prize. Need to start kernels asap. Fundraising for school supplies or classroom supplies.

c) Hot Lunch

- Pizza January 21
- Subway February 11
- Booster juice February 21

d) Events

- End of the year. Create an art gallery. Art installations per group of classrooms. Art will be up for bid to fundraise. Cocktail type evening. Snacks like charcuterie and sparkling drinks. More formal type evening. Silent auction for other donated items as well. Will give the teachers a budget. 13 art classes do a collaborative art piece. Have a gift shop with kids selling little prints of the art pieces?
- Dances - Adding a position for the front door to ensure parents aren't leaving without their children. Could get magnetic sirens for back doors or do sign ups or tickets to ensure parents know they have to stay and supervise their kids.
- Budget for the dance 1000 approved. Danielle first and Meagan second. All approved. DJ and puppy love and canteen items. Can we have 3 pens of dogs

e) Volunteers

- No updates

f) Social Media

- No updates

12. Any Other Business.

- March 10 for the next meeting.
- For communication for the basketball teams. The finalized schedule today will be posted onto the main calendar. And will be posted outside the gym. More communication to the parents about what to know initially for what to expect and what commitments there are.

13. Action Items

- Plan for a doorman for the dances.
- Have 3 pens for dances

- Dates for the start of fundraisers. Kernels January 23. Growing Smiles, beginning of April.

14. Thank You's

15. Next Meeting Day and Time: February 3, 2026

2025/2026 Meeting Dates

~~Tuesday, September 16, 2025 @ 6:30 pm~~

~~Tuesday, October 7, 2025 @ 6:30 pm~~

~~Tuesday, November 18, 2025 @ 6:30 pm~~

~~Tuesday, December 2, 2025 @ 6:30 pm~~

~~Tuesday, January 13, 2026 @ 6:30 pm~~

Tuesday, February 3, 2026 @ 6:30 pm

Tuesday, March 3, 2026 @ 6:30 pm

Tuesday, April 7, 2026 @ 6:30 pm

Tuesday, May 5, 2026 @ 6:30 pm

Tuesday, June 2, 2026 @ 6:30 pm

16. Motion to Adjourn (Motion) Danielle first, Kerri seconded