

Meeting Minutes



St. Teresa of Calcutta School Parent Council Meeting

DATE – 6:30pm in Gathering Space

Members Present:

Patti Pilsner—**Principal**
Kristy Gabruck – **Associate Principal**
Elaine Lawrence - **Office Administration**
Kerri Perkins – **Treasurer**
Chelsey Smith – **Co-Treasurer**
Melissa Brown – **Fundraising Coordinator**
Kurt Leiblich – **Co-Chair**
Megan Conway – **Hot lunch Coordinator**
Bob Spitzig—**Board Trustee**
Kelley Cabrera — **Secretary**

Regrets:

Dominika Wojcik – **Events Chair**
Meagan Turner – **Social Media & Volunteer Coordinator**
Danielle Moe – **Chair**

1. Call to Order and Welcome - Kurt Leiblich
2. Opening Prayer - Kristy Gabruck
3. Land Acknowledgement - Kurt Leiblich
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- Kurt motioned, Kerri seconded)
5. Additions to the Agenda - None
6. Approval of the Agenda (Motion- Kurt Motioned, Melissa Seconded)
7. Old Business
 - f. Christmas Lunch & sponsor – Unfortunately, Ward Bros. has declined sponsoring the Christmas lunch. *Will need to look into finding a partial sponsor or fundraising for the lunch \$3500.* Chelsey may have a lead on it, if not, we do have money for the christmas lunch but will look at fundraising for later events in 2027 if said funds are used in December.

- g. Has the school received any of the volunteer request sheets back from Students?
 - Yes, sheets were collected and presented to parent council at Oct 6 meeting.
- 8. Report from the Division (Bob) - Alberta School Council Association Access Pass - online courses being offered for school councils to learn professional development. The council can use \$500 of monies raised to pay for the yearly subscription.
- 9. Report from School Administration (Patti) - Welcome Back night was a success & Parent council provided snacks. The naming ceremony was successful, division Pow-Wow happening this Thursday at St Martha's and there's an open invitation to attend the evening events. Partnered with Ecole St Mary's and school tours from principals at each site is happening. Friday liturgy prior to thanksgiving. Remember Tuesday and Wednesday is a long weekend for PD days. Grade 6 Volleyball to be hosted at St. Pauls.
- 10. Chairperson and Coordinator Reports
 - a) Treasurer Kerri/Chelsey - Kerri sending cheques to Elaine for the Welcome Back night. The leftover snacks have been used for the canteen. Elaine asks if juiceboxes can be used for the Halloween Dance (abundance). Budgeted \$1000 for Welcome Back, used approx \$850 and also spent on cookie crimes for the naming ceremony. Face2Face retreat requires funds and with what's left in the funds, we would be short on the Christmas Lunch if the school paid for the whole thing. \$1200 remaining once the funds are spent the way they are set out right now in Kerri/Chelsey's treasurer report.
 - b) Fundraising - Continue with plan from September meeting unless we can't get the Christmas Lunch partial sponsor.
 - c) Hot Lunch - Elaine will be using London road market for any hot lunch until December. Cost - effective and the school will make money on every hot lunch, including vegetables and fruit to choose from. Orders don't include juice boxes. Parents can see London Road is now on school cash for upcoming lunch dates. October 20th is the panago pizza fundraiser night for the school.
 - d) Events - None to be aware of from Nika. Kurt mentioned DJ was not available oct 29th. Council voted to change the dance date to October 28 instead so we can book the DJ. Kurt confirming that he will connect with Petland and handle the door signage
 - e) Volunteers: Elaine commented that volunteers are not needed for hot lunch days for the time being but we will need to organize volunteers for other events coming up.
 - f) Social Media - Meagan T. will be apprised of what to post, listed in Action Items below.
- 11. Any Other Business - *Referendum October 19 voting set up is starting Friday afternoon (October 16) for the voting.* Access is only through the gym both in and out for voters, washroom access only the gym. Possible police presence, unconfirmed officially but Melissa mentioned a West Side school might have officers at it. Doors open at 8am for the voting and voting hours will affect kids who line up on the park/court. Thoughts to keep students inside during recess? Don't make a post until Patti has a chance to speak with the superintendent (Chantal) and then Meagan's post can echo what they come up with.
- 12. Action Items
 - f. Nika/Kurt - Kurt connecting with Petland and handling the exit door banners/no access leading to the playground. It was confirmed that the parent council can

use the leftover juiceboxes Elaine spoke of for the Halloween Dance sales instead of pop.

- g. Meagan T. - Go through volunteer slips. Post the Oct 19 referendum voting announcement on school socials only after Patti speaks with Chantal (superintendent), then have the post echo what they come up with. Follow up with Patti for the wording. Post October 20th Panago fundraiser night on school socials.
 - h. Megan C. - Remind Meagan T. about the Panago fundraiser on October 20th for the school.
 - i. Melissa - Nothing explicit to note, possible task from old business: item 7f, look into partial sponsor or fundraising for the Christmas lunch. Speak with Elaine regarding matter,
 - j. Kerri/Chelsey - Kerri messaging Kona Ice if they can accommodate the new October 28th dance date change and also sending the cheques she has collected to Elaine. Monitor funds to decide what action will be needed for Face2Face retreat.
 - k. Kelly - sending out meeting notes October 7 to all parties
13. Thank You's
14. Next Meeting Day and Time: Tuesday, November 3, 2026 - 6:30pm
15. Motion to Adjourn (Motion - *Kurt motioned, Kerri seconded*)