

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**

Danielle Moe – **Chair**

Joanne Setla – **Fundraising Chair & Secretary**

Kerri Perkins – **Treasurer**

Melissa Friesen - **Secretary**

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

Kurt Leiblich – **Events Chair**

Regrets:

Bob Spitzig—**Board Trustee**

Dominika Wojcik – **Co-Chair**

Megan Conway – **Hot lunch Coordinator**

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) Kerri motioned, Kurt Second
5. Additions to the Agenda
 - Hurricane's - game coming up weekend of thanksgiving celebrating their Mascot anniversary, asking for anyone to come with their mascot. 4 free tickets. Blaze would attend. Elaine will get more details and will share with Kerri.
6. Approval of the Agenda (Motion) Kurt Motion, Meagan Second
7. Old Business
 - a. Traffic plan for new school year – update from Patti
 - 8b traffic plan. Meeting on the 19th was cancelled, rescheduled for late September early October. New contact Laurel Flannigan road safety expert. Waiting for them to contact us. Will reach back out at the end of September.
 - b. I Am Small books – Marla has more bookshelves coming which we can use

- Books are here. Will install in library once shelves come.
 - c. Outdoor ball storage – voted yes in June 2025 for spending \$200, just need to decide which one to purchase. Kerri to choose one from Amazon and will order asap.
8. New Business
- a. New Council Member Vote
 - i. Kerri Perkins will step down as Co-chair and Nika Wojcik will take her place. Motion for Nika as Co-chair
 - Danielle motioned. All yay
 - ii. Michele Smiljanec stepped down in June 2025 as secretary and Melissa Friesen will take her place. Motion for Melissa as Secretary
 - Danielle motioned. All yay
 - b. Traffic Plan for 2025/2026
 - i. Crossing guards / crosswalk safety
Parents / teachers / crosswalk signs
 - Kurt - Parent communication - volunteers for patrols and crosswalk signs. Letter is ready to go. What time would parents need to be here? Traffic circle too dangerous to do crossing guards.
 - Notes for vehicles blocking crosswalk. Or signs for kids to hold with slow down.
 - Will wait and see what the city says and then make a plan from there. Need overhead flashing lights at the intersection.
 - Chris can do a slow your roll presentation at an assembly.
 - Updated communication, see what the city says, have Chris do presentation and follow up throughout the year.
 - c. School Council Regulation – Alberta Regulation 94/2019 Education Act i Handout for all members for information. Questions at October meeting.
 - Members to read it and talk about it next meeting.
 - d. Fundraisers for 2025/2026
 - i. Mabels Labels – ongoing. To date \$65.53 raised. \$51.53 paid and \$14 balance. Danielle will update account to reflect Parents of St. Teresa for payment They pay out every \$50. requested sheets to send out with kids to take home. This fundraiser will be continuous.
 - ii. Mom's Pantry Fundraiser
Fundraiser letter needed prior to start for School Board – Joanne to complete
 - Motion for early October start Danielle motioned, Kerri 2nd
 - Canada wide dry, frozen goods. Teas, coffees, muffin mixes, cookie doughs, spices.
 - Return is good – 40%.
 - We are set up for classic.
 - Orders are all online. The paper version is not user friendly.

- Everything comes packaged and labelled per child. Danielle motioned Kerri seconded.
- Potential start date October 8? Will come up with more potential dates.
- More fundraisers TBD.

e. Posting on social media

i. Social media posting policy and guidelines (handout)

- We need to come up with policy and guidelines for members to post.
- Attach copy of social media rules.
- We need bylaws and a bylaw section related to social media usage.
- Were bylaws established when council was started? Bylaws should be filed with the city. Joanne will inquire with city.
- If people are asking questions, please direct them to the school website or to call the office.
- Why the redundancy? Parent council can post things that we are not able to be posted on the school website.
- Link/share all posts from the school Facebook page instead of posting the same thing twice
- Action item for Danielle and Kurt to create final draft

f. Halloween dance planned for Wednesday October 29

- Motion to hold Halloween dance Wednesday Oct 29
- Motion for \$500 Halloween dance budget
- Any conflicts with that date - yes but school is will adjust. 29th works
- Kurt will reach out to peatland
- Kurt motion for funding. Traditionally well below budget. Kurt motioned for \$500 Kerri approved. Kurt can spend more
- New inventory management for canteen

g. Council email access has been given to Danielle was given to Danielle be Ismeria on Sept 8. Danielle has shared login information with Kerri and will share with Nika. Danielle will check email weekly.

h. Parent Art Auction planned for end of year. Idea has been shared with current council members. It is a combination of a Parent event and fundraising.

- No Christmas movie night. Something for the parent community.
- All of the classes put together an art project 1 piece of art per grade.
- Have a charcuterie station? Feed parents in some way.
- Can the council give money to teachers for supplies for the art project itself. Art supplies come out of school funds. The idea is that it is self funded as the money from each sale will pay for supplies and then into council funds. Could do a loan to the school for the supplies for projects if desired.
- Each piece of art should have a class list so parents know if they are bidding on their own child's work

- Art teachers need to figure out how much time and how to make it work.
 - Kurt will get an information pack together
 - To be held end of school year. May or June. May would be better so that funds could be used to end of school events
 - Could some of the funding go toward investing back into the school art program. 50% to art program and 50% to student events?
- i. Elaine has graciously accepted our invitation to attend Council meetings. We often say – we need to discuss this with Elaine, or we need Elaine to help with this or that. So, thank you for being here Elaine!
- j. New School Year Family Night – BBQ or Panago Pizza. Do we want to start this up again and is this something that council can fund?
- Could we order ice cream (ice cream sandwiches or similar) for meet the teacher night? Kerri can price it out if Patti gives a number of attendees
 - Elaine has a guy
 - Next week Thursday.
 - Kerri - Budget of \$1000. Joanne and Danielle seconded the motion
- k. Any new business from Parents in attendance
- More communication - eg. Bell times changing, map for classrooms, teachers that have left the school.
 - Rehearsal plan for production this year. What can we expect from parents this year.
 - “behind the manger scenes” will be doing casting this week. 18th and 19th for the production afternoon and evening shows. November 17th will be in school rehearsal in the gym. Groupings are more deliberate for the scenes for the least amount of disturbance. It has been made clear to the kids with larger roles that they will have extra rehearsal time.
 - Parents don’t want their kids to miss core classes for production rehearsals.
 - Can Shelly do a “presentation” short and quick about the production at the meet the teacher night.
 - Can the parent council link specific items from the newsletter on the Facebook page
9. Report from the Division (Bob) – not in attendance
10. Report from School Administration (Patti)
- Terri fox run is this Friday. They’ll be running in their home rooms. Wear red and white
 - Grade 2 numbers are a hotspot with 27 kids in one class
 - Number of students stayed pretty similar to last year. All of the classrooms are full. We have waived the flag that they need additional staffing

- We don't know if that will change with re-zoning. We don't know about grandfathering
- Grade 1-3 to do literacy and numeracy testing 030 is now 034
- Every book has to be catalogued and weeded through for classrooms and libraries.
- As a parent you are able to see what books are in the classroom libraries. Parents can look on meet the teacher night
- Few new bills from the government. Bill 27 student names and sexuality. Parents must be notified of name change or pronoun changes. Bill 29 female athletes. Parents have to declare female at birth
- Report cards changes. report cards end of November, March and June. Report cards for all grades.
- Spaces are led by the students, kids get to decide what is posted there. There will be growing pains but the school will do their best.
- Rachel Vandette is filling in for Tamara in library
- Short 1 EA, interviews are tomorrow. This is a replacement not an addition
- Report cards will be November 24. Parent teacher interviews need 2 nights, could be the week earlier or could do interviews at the end of November

11. Chairperson and Coordinator Reports

a. Treasurer

- Same place as at the end of last year. Will have about \$1000 after ice cream treats

b. Fundraising

- Nothing to add

c. Hot Lunch

- There is a plan with the school
- First week will always be Panago
- Third week is something else brought in
- Rest of the weeks are canteen
- Need more volunteers

d. Events

- Halloween dance (October) – Petland animal show, posters to come early October
 - Confirmed for the 29th. Will get the poster ready. Will do 6-8pm. Need to get volunteers lined up.
- Valentines Dance (February)
- End of Year Dance (May/June)
- Parent Art Auction (May/June)

e. Volunteers

- We added a few parents to the volunteer chat
- Will be posting for people to help out with pizza.
- Will have 6 kids to hand out hot lunches

f. Social Media

- Revert back to the website and share Saint Teresa's posts

12. Any Other Business

- Can we meet if the school is closed? We can meet informally outside of the school.

13. Thank You's

14. Next Meeting Day and Time: Tuesday, October 7 @ 6:30Pm

2025/2026 Meeting Dates

Tuesday, September 16, 2025 @ 6:30 pm

Tuesday, October 7, 2025 @ 6:30 pm

Tuesday, November 4, 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

15. Motion to Adjourn (Motion)

Kerri motioned. Danielle seconded

Here's a clear set of **hard and fast rules** STC can adopt for social media when it comes to non-school-related businesses. This helps avoid conflicts, keep messaging professional, and protect the group legally and reputationally.

STC Social Media Rules for Non-School-Related Businesses

1. No Endorsements

- The STC will **not promote, endorse, or advertise** private businesses unrelated to school activities.
- Posts must avoid language that could be perceived as recommending one business over another.

2. School Connection Required

- Only businesses directly tied to **school events, fundraisers, or sponsorship agreements approved by the STC** may be mentioned.
- Example: A restaurant hosting a school fundraising can be posted, but not the same restaurant's general specials or services.

3. Equal Access & Transparency

- If business mentions are allowed (e.g., sponsors), the STC must have a **clear, written policy** ensuring all businesses are treated fairly and equitably.
- Paid sponsorships or donations must be disclosed ("Thank you to XYZ Company for sponsoring our Fun Run!").

4. No Personal Gain

- STC officers, members, and administrators may **not use PTA platforms** to promote their personal businesses or side ventures.

5. Content Must Be Mission-Focused

- All posts should connect to the **STC's mission**: supporting students, staff, and the school community.
- If a post doesn't clearly serve that purpose, it should not be published.

6. Approval Process

- All posts referencing a business must go through the **STC Chair and social media coordinator before publishing**

7. No Political or Controversial Businesses

- The STC pages will not promote businesses tied to political parties, lobbying, alcohol, tobacco, cannabis, gambling, or other sensitive/controversial industries.

8. Use Personal Channels Instead

- Members who want to share non-school business promotions should use their **own personal accounts**, not STC platforms.

☒ These rules help ensure the STC's social media stays professional, child-focused, and free from favoritism or conflicts of interest.

School Council Social Media Posting Policy

(Non-School-Related Businesses)

The Parents of St. Teresa School Council recognizes the importance of maintaining professional, consistent, and student-centered communication through its social media platforms. To protect the integrity of the council and ensure compliance with our mission, the following rules apply to posting about businesses:

1. Mission Alignment

All posts must support the council's mission of enhancing the educational experience and wellbeing of students. Content not directly connected to the council's activities or school-related events will not be posted.

2. No Business Endorsements

The council does not promote, endorse, or advertise private businesses unrelated to council or school-sponsored activities.

3. Sponsorships & Fundraisers

Businesses may only be mentioned if:

- They are formally sponsoring a council or school event.
- They are hosting a fundraiser or school event approved by the council.
- Recognition is given equally and fairly

4. Transparency

When acknowledging sponsors or donors, posts must clearly state the nature of the relationship (e.g., "Thank you to XYZ Company for sponsoring our Fun Run").

5. Prohibited Content

The council will not post content related to:

- Political parties, candidates, or lobbying.
- Alcohol, tobacco, cannabis, gambling, or other sensitive/controversial businesses.
- Personal businesses of council members, officers, or staff.

6. Approval Process

All posts referencing businesses must be approved by the council Chair and designated Social Media Coordinator prior to publishing.

7. Personal Promotion

Council platforms may not be used for personal or member business promotion. Members wishing to share such content should use their own personal accounts.

Adopted by the Parents of St. Teresa School Council

This policy is binding on all chairs, members, and volunteers with access to council social media accounts.