

Meeting Minutes



St. Teresa of Calcutta School Parent Council Meeting

December 2, 2025 – 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**

Kurt Leiblich – **Events Chair**

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

Dominika Wojcik – **Co-Chair**

Regrets:

Tricia Doherty—**Board Trustee**

Megan Conway – **Hot lunch Coordinator**

Melissa Brown - **Secretary**

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) **Kerri Motion, Kurt Leiblich**
5. Additions to the Agenda
 - None
6. Approval of the Agenda (Motion) – **Kerri Motion, Meagan Turner**
7. Old Business
 - a. Traffic plan for new school year – update from Patti

Changes to SRO, Patti brought up issues, he would add patrols around 330pm, facetime meeting coming soon. Kurt or Danielle to resend to publish back to Facebook and bring awareness
 - b. School Council Bylaws – Danielle still working on them. Expect to be complete by Feb 2026
8. New Business
 - Christmas Dance
 - Dec 9, 2025

- \$1 for a hot chocolate and a cookie. Still sell chips and pops. Half of the amount we normally order.
- Need to make hot chocolate – 2 slow cookers on site
- Danielle to PU marsh/hot chocolate and bring to school
- *Carriage; \$800 through Joanne's family for next one*
- Donkey; will be in front of the school
- Give aways for the kids; glowsticks (Kurt)
- Volunteers needed for the following at dance:
 - Door x 2 (Megan and friend)
 - Donkeys/firepits x 3 (Danielle's parents, Jackson)
 - Canteen x 3 (Kerri Perkins, Melissa Brown)
 - Family Photo booth x 1 (Danielle Moe)
 - Chaperone x 3 (Kurt, Nikki + Mike(hub)), caution tape the doors
 - Decorations x 3 (Danielle, Kerri, Joanne, Mallory)
 - Clean up x 3 (Council & friends)
 - Santa blaze x 1 (Steve)
 - Kurt: loves the poster, adding the charities to the poster/ask then we can expect less \$\$ donations to cover the costs of the dance. DJ is confirmed, same time/price
 - Photo backdrop – Elaine will create. Families will be able to take photos together at the event
- Christmas Lunch – Dec 17th
 - Christmas Hat Day
 - Entire lunch sponsored by Justin Dirk of First Tech; he might attend, may dress up as the Grinch for the event (plus Grinch day)
 - *London Road Market catering. Includes: turkey, stuffing, potatoes, gravy, dinner roll, cranberry sauce, cookies, plates, and cutlery*
 - Council to buy fresh veggies and individual ranch dips
 - Elaine will order veggie trays with dip
 - What time: 1050am & 1130am (Incl. ELP)
 - Volunteers – Joanne, Melissa, Danielle & Garrett, Mallory, Cindy & Tim, Meagan, Nikka & Mike, Kerri & Steve, Megan
 - Christmas handout for kids – Dec 17th hand out per classroom
 - St. Teresa bracelets, Received. Cost was \$165
 - Kerri: to buy Christmas bags & tag them "From Parent Council"
 - Get a group of kids to take pic in a circle, post for parents FYI
- Funds for the school: \$1200.00 (Voted Yes)
 - Patti Updated: \$60-80/chair, school needs chairs. Will have to order through the vendor. *10-20 chairs needed. Allocated \$1000.00*
 - School bought hockey/soccer nets
 - Basketball hoops netting. Current netting is too narrow. Chain ones might be ok. 2 hoops outside. Rims are standard size. *Allocate \$100.00*
 - Prizes for bingo. *Allocate \$100.00*
 - Council to order chain basketball nets & chairs, school will purchase bingo stuff
 - Boundary – will be announced in January for the Reveal

9. Any new business from Parents in attendance
 1. No parents in attendance
10. Report from the Division (Tricia) - not in attendance
11. Report from School Administration (Patti) – nothing new to add aside from what was discussed or published in the newsletter/calendar
12. Chairperson and Coordinator Reports
 - a) Treasurer: after all cheques and balances, \$1000.00 will be left
 - b) Fundraising
 - Mom's Pantry: Dec 4th; will let us know the day before for ETA. Cheque to the school
 - Costco \$250.00 to the school for the canteen
 - Sponsor the meat/cheese cups?
 - c) Hot Lunch
 - Panago hot lunch December 3 (Mallory & Jenn) and Edo December 10
 - Need Dec 10 Volunteers (Meagan + 1)
 - d) Events
 - Dance is taken care of.
 - Art auction.
 - Patti will invited teachers to Jan meeting for input, need a date.
 - 10-20 art projects. \$50 budget per project.
 - Charcuterie and silent auction
 - Maybe ask community to donate for small giveaways
 - e) Volunteers
 - Hot Lunches ok
 - Dance – a little tough but covered
 - Christmas Lunch ok
 - f) Social Media
 - Cheesecake for the teachers
13. Any Other Business – nothing
14. Action Items
 - Danielle to order/donate basketball hoops
 - Danielle to go pay for cookies on Dec 9th & be reimbursed
 - Dec 17th picture with bracelets
 - Kurt drops off decorations on Dec 9th
 - Danielle to drop off slow cookers
 - Kerri to give school \$100 for Bingo
15. Thank You's
16. Next Meeting Day and Time: Tuesday, January 13, 2025 @ 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
17. Motion to Adjourn (Motion) Danielle Motioned, Kerri Seconded (7:20pm)