

École Père Kenneth Kearns Catholic School

October 27, 2020 (location: Google Meets)

IN ATTENDANCE	
Monique Gagnon - Chair	Krystal Gaudet - Vice Chair
Leanne Starko - Treasurer	Heather Bonokoski - Secretary
Lam Le - Fundraising Chair	Karleen Jones - 1M
Amanda Gaudet - 1B	Kalay Dumont - 3LA
Lana Panchuk - 4E	Nicole Siegel - K (T/Th) and 3B
Jania Balog - 1/2A	Morgan Paluck - K (M/W)
SCHOOL STAFF	
Mme. Julie LaFrance	Mme. Janelle Tremblay

Check out the ÉPK Website for information and updates on ÉPK School Council:

<https://ÉPK.eics.ab.ca/parents/school-council>

I. Call to Order

- a. Monique Gagnon called the meeting to order at 7:02 pm
- b. Opening Prayer (Mme LaFrance)
- c. Approval of Minutes from Sept 2, 2020: 1st - Karleen Jones and 2nd - Kalay Dumont
- d. Approval of Agenda: 1st - Jania Balog and 2nd - Kalay Dumont

II. Old Business

N/A

III. Reports from Council

- a. Administrative Report (J. LaFrance)
 - Not a lot to report, school is going well.
 - Kids are being great and following the rules.
 - School is continuing with virtual assembly and mass.
 - Have a virtual mass this week.
 - Grade 1 class moving into new space this week.
 - Contractors are wearing masks, staying away from kids.
- b. Executive Report - (M. Gagnon)
 - Epicure Success
 - Thank you to all the parents for support.

- The proceeds from this fundraiser went directly to the purchase of the sneeze guards.
 - When parents know what fundraising is supporting, find better uptake from parents.
 - Lessons learned - Pick and delivering was a bit much. In the future we will have designated pick-up points for parents and they can pick-up at our houses. Our next fundraiser is Christmas Cards and they can go home in the KangaPouch.
 - Thank you to Candice Berger - thanks for supporting us and being so flexible!
 - Munchalunch Update
 - We are receiving advertising from restaurants looking to share the changes they have made to their lunch programs.
 - Due to COVID many business have updated their labeling and packaging which could make it easier for a hot lunch program.
 - We will reassess the situation in December and consider if it could be possible to run the Hot Lunch or Club Moo programs for the 2nd term.
 - We may offer a different program such as one every 2 weeks.
 - St. Catherine's
 - EICS has asked schools to limit people entering the school and as a result we can no longer have parent volunteers for event.
 - We had to cancel the St. Catherine's event due to the recent EICS changes.
 - No volunteers are allowed at this time.
 - Thank You
 - Heather Hill has offered to loom all the belts for kids free of charge as well as prepare an instruction video so parents can learn next year!
 - Heather is a former EPK parent and has been supporting the looming for a couple years.
 - We need 27 belts and she has very generously offered to provide them all for the kids.
- c. Upcoming Events and Celebrations (M.Gagnon)
- Oct 30th - Halloween parties in classroom- Please follow the instructions sent by teachers in order to have a safe and healthy Halloween party!
 - Nov 1st - Daylight Savings Time (1 Hour Back)
 - Nov (TBA) - Christmas Card Fundraiser begins (information to be sent home)
 - Nov. 4th - Early Dismissal
 - Nov. 2nd to Nov. 5th - Virtual 3 Way Conferences (book online)
 - Nov 9th to Nov 13th - School Closed/November Break

- Nov. 11th - Remembrance Day
- Dec 1st - School Council Meeting 7:00 p.m. (online)

IV. New Business

a. Travel Reminder

- As fall break is approaching, reminder when traveling to follow the public health quarantine requirements.

V. Adjournment

- Meeting was adjourned at 7:17 pm by; 1st - Krystal Gaudet and 2nd - Jania Balog

ÉPK School Society Meeting Minutes

IN ATTENDANCE	
Monique Gagnon - Chair / President	Krystal Gaudet - Vice Chair / Vice President
Leanne Starko - Treasurer	Heather Bonokoski - Secretary
Lam Le - Fundraising Chair	Karleen Jones - 1M
Amanda Gaudet - 1B	Kalay Dumont - 3LA
Lana Panchuk - 4E	Nicole Siegel - K (T/Th) and 3B
Jania Balog - 1/2A	Morgan Paluck - K (M/W)
SCHOOL STAFF	
Mme. Julie Lafrance	Mme. Janelle Tremblay

I. Call to Order

- a. Monique Gagnon called the meeting to order at 7:02 pm

II. Approval of Agenda

- a. Approval of Agenda: 1st - Jania Balog and 2nd - Nicole Siegel

III. EPK School Association Membership Form (M. Gagnon)

- We have transitioned to an official School Society with parents as voting members on all financial decisions made by the Society.
Current parents of EPK students may become a member by filling out the Membership form:
https://docs.google.com/forms/d/e/1FAIpQLSf6y7mxTFfnT2mvnrfg-HCTLxK0LwV4B3LNfxNvT_a437bh2g/viewform?usp=sf_link
- All parents received information in earlier communication regarding signing up to join the society as voting members.
- This is our Society AGM and as a result we will need to nominate members for the leadership roles.

IV. Nominations

- a. President - Nomination for Monique Gagnon - 1st Krystal Gaudet
 - Unanimous vote
- b. Vice-President - Nomination for Krystal Gaudet - 1st Monique Gagnon
 - Unanimous vote
- c. Treasurer - Nomination for Leanne Starko - 1st Heather Bonokoski
 - Unanimous vote
- d. Fundraising Chair- Nomination for Lam Le - 1st Leanne Starko
 - Unanimous vote
- e. Secretary- Nomination for Heather Bonokoski - 1st Leanne Starko
 - Unanimous vote

V. Fundraiser Report (L. Le)

- a. Cobs and Mabels Labels
 - Remember when shopping at Cobs on Wye to let them know you are with EPK.
 - Thanks for posting on Instagram.
- b. FundScrip - Gift cards fundraiser before Christmas
 - FundScrip is a free Canadian gift card fundraising program.
 - <https://www.fundscrip.com>
 - Parents purchase gift cards for a number of stores such as Sobeys, Shell, Old Navy, etc. and a portion of the gift card sales go to the school.
- c. Christmas Cards (led by Rennee Melanson)
 - Teachers are submitting the drawings this week and Renee is preparing everything to be sent to the company.
- d. 2021 fundraisers to be decided as we go.
 - Save on Foods at Summerwood
 - Present your scan card at checkout and then provide EPK School Council with your receipt.
 - 5% of sales goes to EPK!

VI. Treasurer's Report (L. Starko)

- a. Review of 2019-2020 year-end report
 - Reviewed the year-end report highlights
 - Budget for revenue lower than expected due to COVID 19 and cancelling fundraising.
 - Budget for expenses lower than expected due to COVID 19 and cancelling expenses, primarily munchalunch.
 - Council Account Balance is 27,725

	Revenue	Expense	Balance
Actuals	43,263.28	23,839.75	19,423.53

- b. 2019-2020 Audit Budget
 - Completed audit of budget
 - Thank you to parents who assisted
- c. 2020-2021 Budget (to be approved)
 - Review of 2020-21 budget proposal
 - Planned revenue \$4,720.00
 - Planned Expenses \$28,370.40

- Expenses are higher than revenue, which is a result of the sneeze guard purchases. We received donations to fund the sneeze guards which has not been included in the planned revenue.
- We will review budget again in January to determine if we can do more fundraisers

2020-2021 Budget			
	Revenue	Expense	Balance
Budget	4,720.00	28,370.40	-23,650.40*
Actual			
Difference			

**balance does not include donations to fund sneeze guard initiative.*

- Motion on approval of budget
 - Unanimous vote Approved

VII. Adjournment

Meeting was adjourned at 7:49 pm by; 1st Karleen Jones; 2nd Jania Balog

The next School Council Meeting is Tuesday, December 1st via Google Meet

Stay connected to École Père Kenneth Kearns Catholic School's School Council

Follow us on **Instagram**: [epk_school_council](#)

Like us on **Facebook**: [ÉPK School Council](#)

Email School Council: epkparentcouncil@gmail.com

Email Hot Lunch Committee: epkhotlunch@gmail.com

Follow us on **Twitter**: [@ÉPKParents](#)

Check out the ÉPK Website for information and updates on ÉPK!

<https://ÉPK.eics.ab.ca/>

2019-2020 Year End Review

General Fundraising		(Profit from Fundraiser)
Hot lunch and milk orders	\$ 18,643.25	\$ 5,410.29
MunchaLunch Donations (Cx Hot Lunch)	\$ 695.90	\$ 695.90
Welcome Back Fall Event	\$ 448.82	\$ 448.82 (Dunk Tank and Coin Carnival)
Christmas Cards	\$ 4,531.64	\$ 1,130.82 (For Teachers Classrooms Enhancements)
Perogies	\$ 9,470.00	\$ 1,922.00
Ohana donuts	\$ 2,255.00	\$ 884.00
Booster Juice	\$ 5,753.50	\$ 1,333.50 (Loose parts Play Shed)
Mabels Labels	\$ 164.99	\$ 164.99
Christmas mini photo shoot	\$ 48.00	\$ 48.00
Cobbs	\$ 61.92	\$ 61.92
Bottle Drives	\$ 1,062.15	\$ 1,062.15 (Grade 4 Graduation Gifts)
Caring Corner	\$ 118.00	\$ 79.93
Total General Fundraising Revenue	\$ 43,253.17	\$ 13,242.32
Interest On Account	\$ 10.11	
Total Revenues	\$ 43,263.28	

Net Income \$ 19,423.53

Bank Balance \$ 27,725.86 as of Aug 31

General Expenses	
Hot Lunch restaurant receipts to date	\$ 9,808.92
Hot dog lunch receipts to date	\$ 1,086.98
Club Moo Expenses to date	\$ 2,958.49
Hot lunch and milk order reimbursements	\$ 2,916.60
Welcome Back Fall Event	\$ 1,393.09
Caring Corner	\$ 38.07
Scholarship	\$ 250.00
Pancake breakfast (Shrove Tuesday)	\$ 231.49
Teacher Appreciation breakfast	\$ 188.56
Grade 4 Graduation Gifts	1241.77
Looming	\$ 62.60
Bussing to OLPH for use of Gym	\$ 639.50
Modernization (Loose Parts Play Shed)	1461.93
For Teachers Classrooms Enhancements	\$ 1,473.65
Council Expenses	\$ 48.30
Bank Fees	\$ 39.80
Total General Expenses	\$ 23,839.75

2020-2021 Budget

Revenue	Date	Budget		
Epicure	October	\$ 1,000.00		
Donations	(all year)	\$ -		
Christmas Cards	November	\$ 1,100.00		
Fundscript	(all year)	\$ 100.00		
Mabel's Labels	(all year)	\$ 60.00		
Shack a Patate (bottles)	(all year)	\$ 2,400.00		
Cobbs on Wye	(all year)	\$ 60.00		
Total Revenue		\$ 4,720.00		
Expenses	Date	Budget		
Miscellaneous	(all year)	\$ 225.00		
Sneeze Guards	September	\$ 10,000.00		
Hot lunch and milk order reimbursements	(February	\$ 5,175.40		
Scholarship - ABJ student	September	\$ 250.00		
Classroom Enhancement	(all year)	\$ 2,800.00		
Epluchette (Corn Roast)	September	\$ 125.00		
Loose Parts Play - equip/repair	November	\$ 500.00		
Christmas Cards	November	\$ 85.00		
Looming	(all year)	\$ 500.00		
Caring Corner	(all year)	\$ 20.00		
Reading Room books	(all year)	\$ 1,500.00		
Shrove Tuesday	February	\$ 250.00		
Supplementary Classroom Activities	(all year)	\$ 5,000.00		
Volunteer Appreciation	May	\$ 100.00		
Staff Appreciation	May	\$ 300.00		
Grade 4 Graduation gift	May	\$ 1,500.00		
Bank Fees	(all year)	\$ 40.00		
Total Expenses		\$ 28,370.40		