

École Père Kenneth Kearns Catholic School
School Council Meeting Minutes: Sept 27, 2022

Location: ÉPK School library

IN ATTENDANCE	
[REDACTED] – Chair	(4E)
[REDACTED] – Vice Chair	(T/R K)
[REDACTED] – Fundraising Chair	(3)
[REDACTED] – Treasurer	(2D)
[REDACTED] – Secretary	(1B)
	(3B)
SCHOOL STAFF	
Jacqueline Dargis-Boucher	
Mme Janelle	

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 @ 7:05 p.m.**
 - a. Opening Prayer - Truth & Reconciliation Prayer that the children will say on Thursday, Sept 29th when they honour National Day for Truth and Reconciliation (NDTR). This year, the medicine wheel will be explored to grow in continuous learning of indigenous culture.
 - b. Land Acknowledgment
 - c. Welcome ([REDACTED])
 - Welcome to all of those who have joined us year after year, we truly acknowledge your dedication, and welcome to all the new parents! We hope you enjoy participating in council and know that your support is greatly appreciated!
 - d. Introduce school council
 - [REDACTED] - Chair
 - [REDACTED] - Vice Chair
 - [REDACTED] - Treasurer
 - [REDACTED] - Fundraising Chair
 - [REDACTED] - Secretary
 - e. Approval of Minutes from June 16, 2022. 1st [REDACTED], 2nd [REDACTED]
 - f. Approval of Agenda. 1st [REDACTED], 2nd: [REDACTED]
- II. **Old Business - Nothing to report**
- III. **Reports from Council**
 - a. Administrative Report ([REDACTED])

- b. September is very busy. Was wonderful to have parents accompany their children into the school after the last few years to see the teacher, classroom, etc.
- c. All grade 1, 2's and 3's needed to do phonological and math assessments which were due to the government by Sept 29th. Lots of 1:1 evaluations have been required and as a result, routines have not settled in yet. As of Sept 27th, they are all complete!
- d. Meet the teacher was a great success! Weather was beautiful. Lower attendance than years past (pre-Covid) but the weather was gorgeous so that may have made an impact
- e. Terry Fox run was a success!
- f. Truth & Reconciliation is this week
- g. October will be different. Extra PD days were added due to new curriculum. Using a resource called Mathology for math. Also additional resources to support English reading comprehension too.
- h. Corn Roast will be on Wed, Oct 5th - School spirit day as well! (Early dismissal day)
- i. Thanksgiving Celebration will be hosted by grade 3's
- j. Assembly planned on October 21st

Executive Report (██████████)

- Council Meeting Rundown
 - Highlight of meeting procedures
 - Council meetings follow the rules of Robert and we do our best to remain transparent and up to date! Rules of Robert require we first, second, and approve any motions and decisions. This is to keep us in check and for all parents of EPK to know that any decisions for events, purchases, fundraisers have all been approved on a greater scale than just the Chair and Vice-chair making a decision.
 - Meetings will always follow an agenda that was created after the Chair has met with the executive team and school Admin, usually Principal or Vice-Principal, to find out any topics that they need discussed.
 - If any parent ever has a concern, idea, or something they'd like to bring up at a meeting they are more than welcome to email Parent Council ahead of time to put it on the agenda, or to come to the meeting and mention it during **New Business**.
 - Who belongs to Council?
 - ALL parents or guardians belong to school council.
 - Societies meetings (where we discuss any items regarding the financial side of council) consists of "EPKSA Members" (EPK Society Association). Again, this is ALL parents however you must sign the membership form available online (filled out only once for EPK

School). [Link to sign is: ÉPK School Association MEMBERSHIP FORM \(google.com\)](#). It's free, it's just a legality we require when voting on any decision regarding financials. So, you CAN vote and first and second anything tonight and during any "council" meeting, however you must be a member to vote during a societies meeting and we will emphasize that when required.

- **Mission**
 - School Councils aim to support the school community, parents, teachers, and children and to help in any way that we can towards the betterment of the school and our children's school experience.
- **Fundraising**
 - Sometimes it may seem like all we do is fundraise! And while it is true that fundraising is a large portion of School Council, there's a lot more to it! Fundraising helps us continue to purchase materials and items required by our hot lunch program, club moo program, etc. Fundraisers always come with a clear goal and sometimes that goal can seem really far in advance but it always takes a village and we work together to achieve our goals. We are always transparent with fundraisers and our money, ANYONE can request to look at our budget at any time. We have many procedures we must follow to keep everything on the up and up.
- **Classroom Representatives**
 - **Roles and Responsibilities**
 - Class reps support their teachers whenever required. Some teachers like the class reps to help organize special parties and the shared snacks. Some like the reps to help gather volunteers for field trips or to help in class. Class reps. Are also asked to attend parent council meetings, after which our secretary will provide the minutes to our Vice-Chair who then emails them to each class rep. This email is a great time for you to highlight anything that is especially pertinent like an upcoming event or something the parents need to remember to provide. Definitely add your own little blurb at the top and make sure your class parents know you're out there representing! The class reps then email that out to their class parents. Please ask your teacher for their email list of parents- most have signed approval to share their email with council, however some have not. Your teacher or Sarah at the front desk can help you get your email address list!
 - **Classes still requiring Reps.**
 - 4E?
- **Looming**
 - We have two parents, one from each kindergarten class, that has volunteered to be the main lead for their class. We still expect every kinder parent to come in to loom their child's belt. The parents will be

taught how to loom on Monday, Oct 3rd and after that, a schedule will be set up on Sing Up Genius.

- **Hot Dog Day**
 - Prior to Covid, this was always a grade 4 led activity because the funds go towards supporting the grade 4 year-end field trip. During Covid this was cancelled for the most part and any hotdog days were picked up by EPK Parent Council. The goal is to shift this back to the Grade 4 class and their parents/guardians so we will need support with this.
- **Corn Roast L'Epluchette** - Oct 4th for T/Th Kinder & Oct 5th for everyone else
 - will purchase plant-based butter so tracking of allergies (dairy) won't be an issue for any children
 - List of students with allergies would be helpful to post in the Kitchen.
- **Cyberworld Community Presentation by Saffron Centre & EICS on Oct 26th - Mark your Calendar's**
 - School Councils to support babysitting costs [We can tentatively move to approve supporting babysitting costs up to a certain amount if we are comfortable with doing that prior to actually sitting down with the budget next month. We do have wiggle room but we might want to set a limit to how much we will contribute.](#)
 - Babysitting Vote: 1st [REDACTED], 2nd: [REDACTED] / All approved
 - Move our meeting. [Moving to the Monday 24th. We could offer this meeting online as well as in person if we feel we will have more attendance due to the change and due to the fact parents will be going to the next evening as well.](#)
- **Update on Munchalunch, Club Moo, & Caring Corner**
 - Munchalunch had 180 orders placed. 198 students, plus teachers, so a very high participation rate. Thank You!
 - Caring Corner collected \$576 through Munchalunch
 - Request to provide \$75 gift cards to 2 families for Thanksgiving Support: 1st: [REDACTED] / 2nd: [REDACTED] / all approved
- **BBQ Update**
 - [Due to time constraints and everyone's crazy Sept schedules we decided to forgo the BBQ and are inquiring about a booking date in November or January for the school gym to do a movie/pyjama family evening. We could make this a lot of fun so if you'd like to be a part of the Party Planning committee please let us know!](#)
- **Thank You's**
 - [REDACTED] - Christmas Cards - Oct 20th is the art creation deadline date - all money raised from Art cards goes to the teacher's
 - [REDACTED] & [REDACTED] - Kindergarten Looming Lead's
 - [REDACTED], [REDACTED] & [REDACTED] - Hot Lunch - getting all of the vendor's set up in the system is a significant piece of work!
 - Council Executives! Thanks to new members for joining!

k. Treasurer Report (████████)

- 21/22 Year End Review
 - Everything balances! A few cheques waiting to be cashed.
 - Just under \$9k by end of August
 - Interim budget is prepped for Societies Meeting scheduled in October
- Societies meeting October (2022-2023 Budget to be presented)

l. Fundraising Report (████████)

- This year's plans
- Fundraising goal
- Davison Orchard update
- Xmas Card fundraiser will be next
- Confetti Sweets will follow
- Prairie Gourmet fundraiser will be in the New Year
- Salisbury Gift Card fundraiser is planned as well in the Spring
- Fundraising Goal:
 - Suggestion as a Long term goal based on feedback from teachers: Swings for the playground for the children to enjoy. Accessible swings would be wonderful.
 - Separate committee would be required as the process is significant and requires collaboration with the County and EICS.
 - #1 Priority Item: a gate to protect the outside kitchen
 - Feedback from Parents: Another bench (preferably in a spot that has shade in the afternoon)
- Davison Orchards was run before munchalunch this year as opposed to after munchalunch last year in an effort to see if that would result in more funds raised. This year did raise less, but a good amount was still raised.
- Ongoing fundraisers: Save on Foods in Summerwood (save your receipts), Cobbs on Wye Road (mention EPK and the school will automatically receive 5%), FlipGive App (shopping online through the app)

m. Upcoming Events and Celebrations

- Sept 29th- Orange Shirt Day
- Sept 30th - No School/ National Day for Truth and Reconciliation
- Oct 5th - Corn Roast L'Epluchette
- Oct 6th - First Hot Lunch- HOT DOG LUNCH
- Oct 7th - 10th- Thanksgiving
- Oct 11th & 13th- Club Moo
- Oct 17th - Photo Retakes

- Oct 14th- Munchalunch *Chopped Leaf*
- Oct 18th & 20th - Club Moo
- Oct 21st- Munchalunch *Shack A Patate*
- Oct 24th- Council Meeting and Societies - in person and online will be offered
- Oct 25th & 27th - Club Moo
- Oct 25th- Cyberworld presentation - Saffron Centre Presentation
- Oct 28th- Munchalunch *Nitza*

IV. **New Business**

V. **Adjournment @ 7:50 - 1st: [REDACTED] / 2nd: [REDACTED].**

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