

**École Père Kenneth Kearns Catholic School
School Council Meeting Minutes: Sept 26, 2023**

Location: EPK School

IN ATTENDANCE	
[REDACTED] – Chair	[REDACTED] (T/Th Kinder)
[REDACTED] – Vice Chair	[REDACTED] (1B)
[REDACTED] – Fundraising Chair	[REDACTED] (1M)
[REDACTED] – Secretary	[REDACTED] (2A)
[REDACTED] (2A)	[REDACTED] (2A)
[REDACTED] (3B)	[REDACTED] (2/3A & 4E)
[REDACTED] (Kinder T/Th & 2/3A)	[REDACTED]
[REDACTED] (Full Day Kinder)	Jean Boisvert (School Trustee)
[REDACTED] (Full Day Kinder)	
SCHOOL STAFF	
Alyre Morin	
Mme Janelle	

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

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

AGENDA

- I. **Call to Order @ 7:00 p.m.**
 - a. Opening Prayer (Mme Janelle)
 - b. Land Acknowledgment ([REDACTED])
 - c. Welcome ([REDACTED])
 - d. Approval of Minutes from May 30, 2023: 1st: [REDACTED] / 2nd: [REDACTED]
 - e. Approval of Agenda: 1st [REDACTED] / 2nd: [REDACTED]

- II. **Old Business**

None

- III. **Reports from Council**

a. Administrative Report (A.Morin)

- Mr. Morin shared his prior experience which includes: 10 years at OLPH, Administrative role at Campus St Jean for 5 years (co-director of international practicum in Kenya), Gr1 teacher in Edmonton Public, teaching in Francophone system in Grande Prairie.
- Sportfactor apparel order open until Oct 1st
- Oct 13 mass at 10am at OLPH church
- Xena (Golden Retriever) will begin helping from St John Ambulance in the Kindergarten Classrooms
- Special Events Request: evening event at some point throughout the school year (Board games, etc) offered a few evenings throughout the year for students/parents/staff and possibly wider community. TBD who will organize. Intention is to increase awareness of the great school EPK is.
- Kinder through to Gr 4, every class will attend Capital Care Lodge twice this school year. This is through the Linking Generations program. Grandparents through Linking Generations will visit every class.
- Request for Parent Council to cover the cost of a crew neck shirt for each staff member. \$31.50/shirt for 21 teachers. Goal is to know as soon as possible.

b. Executive Report (██████████)

- Chair announcement: ██████████ regrettably is stepping down from Parent Council Chair as she has accepted a position at EPK as an Educational Assistant in the Pre-K program. She feels that given this new role, to avoid any potential conflicts of interest, it would be in the best interest of both herself and the Parent Council if she steps down from the Parent Council Executive. ██████████, as vice-Chair will assume the role of acting chair. ██████████ is officially the past chair, acting chair and vice chair 😊.
- **Parent Council is seeking a new Chair! If you are interested, please email epkparentcouncil@gmail.com.**
- **Council Meeting Rundown:** Highlight of meeting procedures - Robert's Rules of Order for meetings is the general standard for how nonprofit boards, committees govern discussions and decision-making. We are required to put forward motions, 2nd a motion, and vote on decisions. Agendas, minutes, and structure of the meetings follow Robert's Rules of Order as best we can!
- **Classroom Representatives Roles and Responsibilities-** Class Reps support the teacher to liaise between council and parents, help

organize volunteers for classroom/school events if needed, and generally be there for the teacher should she/he require some volunteers. Class reps will email the summary of the minutes that are sent to them from the Chair/Vice Chair. The actual official minutes will be attached, we summarize them in email form in hopes more parents will take the time to read the most prioritized points.

- **Classes still requiring Reps.** PreK and 4P. If you have a child in one of those classes, please let your teacher know you are interested in being the Classroom Rep on Parent Council. **Thank you** to everyone who has already volunteered!
- **Pre-K and Kindergarten Looming-** It is a tradition at EPK that every student has a La Ceinture Flechee (loomed belt) that they wear at Carnaval which is typically held in February. To facilitate this, in Kindergarten (and Pre-K this year), parents are asked to come to EPK at times which will be set up to loom their child a belt. Kinder and PreK parents watch your emails for info on **La Ceinture Flechee**.
 - Volunteer opportunity to be the leader to set up looming days and teach parents how to do it.
 - Looming options in the evening as well as daytime options are requested by parents.
- **Upcoming Events**
 - Thursday, Oct 5th is the first **hot dog lunch**- we will reach out to those who have volunteered soon!
 - Evening of Thursday, Oct 26th (time TBC): **Bullying Workshop** presented by EPK Health and Wellness Support Staff. Note that Parent Council meeting will be moved to be the same evening as the Bullying Workshop and will either be immediately before or after the workshop.
- **Update on HotLunches & Caring Corner** -\$895 for Caring Corner, \$2507 profit on hot lunch
- **Thank You's:**
 - [REDACTED] - Christmas Cards. Discussed during the meeting the option of doing a Birthday themed card instead of or in addition to the Christmas cards that have historically been ordered. Mme Janelle and Mr Morin will gather feedback from the teacher's at their next staff meeting.
 - [REDACTED] - Hot Lunch
 - Corn Roast Volunteers! Thank you!!!
- **Volunteer with us!**

- Please join the Facebook page: “EPK Coffee/Volunteer Parents Meet” and watch for opportunities to join the EPK community

- **Fundraising Report (██████████)**

- First Fundraiser - targeting 2nd week of October is likely to be Sherwood Park Soups (sleeves of soup) but in process of gathering more information to make a final decision.
- Seeking staff feedback to finalize fundraising goals for the year.
- Fundraising goal TBD
- Shirts for Staff: \$675 Move to approve: 1st ██████████ / 2nd ██████████ / All in favour: Yes

d. Amendment for School Trustee Jean Boisvert to speak: 1st Allison / 2nd Kimberly

- Highlights from the last Board meeting include:
 - All school board meetings have a section called Faith Formation as requested from Archbishop Smith ~10 years ago
 - Faith Integration b/w staff, students and EIC Community.
 - Goal is to bring Faith into Curriculums
 - GRACE - Gracefully advocate for Catholic Education - a committee developing in communities - if interested in volunteering, reach out to Mr Morin.

e. Upcoming Events and Celebrations

- Sept 29th- Orange Shirt Day
- Oct 2nd - No School/ National Day for Truth and Reconciliation
- Oct 4th - Early Dismissal & Spirit Day (Sports Jersey Day)
- Oct 5th - First Hot dog day
- Oct 6th - 9th- Thanksgiving
- Oct 13th- EPK/OLPH Mass @ 10am, Hot Lunch *Chopped Leaf*
- Oct 20th - Hot Lunch *Tokyo Express*
- Oct 26th- Bullying Workshop & Council/Societies Meeting
- Oct 27th- Hot Lunch *Nitza Pizza*
- Oct 30th - Nov 3- Festival de livres (Book Fair)
- Oct 31st- Halloween
- Nov 1st & 2nd- 3 way conferences
- Nov 3rd- Hot Dog Day

IV. New Business

- a. Photography company Feedback: The quality of the photography company that is being used at EPK had a noticeable decrease last year including: The wrong teacher's name was on the T/Th Kindergarten class photo until company was contacted to correct it. The T/Th Kindergarten class photo was blurry. There was no option to purchase the digital image of the class photo and the image was \$7 and shipping was another \$6 or \$7. Other parents noted that they saw a noticeable decrease in quality last year compared to previous years with this company but it is noted that the local company had sold to a larger company and the same people so that could be why the quality change occurred.
- Mr Morin will look into the contract duration that was signed and explore and consider exploring other companies.

V. Adjournment @8:15, 1st: [REDACTED] / 2nd: [REDACTED]

Next school council meeting is October 26, 2023

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Like us on Facebook: EPK School Council

Email council: epkschoolcouncil@gmail.com

Email hot lunch coordinator: epkhotlunch@gmail.com