

École Père Kenneth Kearns Catholic School
ÉPK School Parent Council Meeting Minutes: April 30, 2024

Location: EPK School Library

IN ATTENDANCE		
MG – Chair	KE – 1B	CF -
KA – Secretary	AA – 2A	SC - 1B
KI - Treasurer	AM – T/Th K	MZ
LS – Fundraiser Chair	HB – T/Th K	
	AG – 2/3A & 4E	
SCHOOL STAFF		
Mr H	Mme J	

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

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

Topic	Discussion	Owner
1	Opening Remarks <ul style="list-style-type: none"> ● Call to order at 7:05pm ● Opening Prayer (M. Holden) ● Land Recognition (M. Gagnon) ● Approval of Minutes from February 27, 2024: KE; seconded by LS ● Approval of Agenda: KE; seconded by LS 	MG
2	Old Business <ul style="list-style-type: none"> ● None 	MG
3	Reports from Council - School Administrative Report <ul style="list-style-type: none"> ● Theology led by Father Jim asking “What inspired you to become a Catholic Educator” ● Next week is Catholic Education Week ● Several students received their first communion this week ● Interactive coding robots have been visiting classrooms ● Transition meeting with Admin at OLPH to ensure a good transition ● May 31: OLPH tour for grade 4’s 	Mr. H.

	<ul style="list-style-type: none"> ● Wheelchairs for wheelchair basketball were rented last week for a Wellness initiative ● Linking Generations has been a success for visiting senior care centres ● June 1st French grad at ABJ ● Assurance Survey - thank you to parents that filled it out, it helped a lot when presenting findings ● May/June: Lots of events coming up including Sports Day, Kinder meet & greet June 24/25 for the 2024/25 school year, 	
4	<p>Reports from Council - Parent Council Executive Report</p> <p>Fundraised to support typical activities throughout the year versus having a larger project</p> <p>Year in Review:</p> <ul style="list-style-type: none"> a) Fundraising Goals b) L'Epluchette c) Loom Belts - evening sessions were a big success and was held at the same time as a Council meeting d) Movie Night e) Shrove Tuesday - lots of grandparents volunteered and students and grandparents f) Hot Lunch <ul style="list-style-type: none"> ○ KB's last year as hot lunch coordinator. Transitioning to CK has begun. ○ O's last year as Hot Lunch ordering system focal - transitioning to SC ○ Thank you to KB and O for all of your help over the years and thank you to CK and SC for volunteering to take over these crucial roles that students and families appreciate so much! g) Caring Corner h) Teacher Appreciation Week including a charcuterie lunch i) BBQ j) Birch Bay - Parent council able to cover the full cost as well as busing k) Engagement Opportunities l) Monthly Meetings m) Next year's initiatives 	MG

	<p>n) Social media accounts and emails - thank you for following us and staying engaged!</p> <p>Looking ahead, a large project to have swings installed will be the focus over the coming years for fundraising</p> <p>ACTION REQUEST: Please fill out a survey on Engagement on cellphone use in schools</p>	
5	<p>Upcoming Events and Celebrations</p> <ul style="list-style-type: none"> ● May 1: Early dismissal / hat day ● May 2: final hot dog day ● May 3: PD Day ● May 6-10: Teacher Appreciation Week ● May 9: Teacher Appreciation Lunch ● May 16 & 17: No school ● May 20: No School ● May 28: Volunteer Tea ● May 28: Council Meeting @ 7pm 	MG
6	<p>New Business</p> <ul style="list-style-type: none"> ● Nominations for council next year: <ul style="list-style-type: none"> ○ Chair ○ Vice Chair <p>Note: Treasurer and Fundraising Chair roles fall under EPK School Association Adjournment</p>	MG
7	<p>Closing Remarks</p> <ul style="list-style-type: none"> ● Adjournment @7:31pm 1st: KE; Seconded by KI 	MG

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	AG – 2/3A & 4E	
SCHOOL STAFF		
Mr H	Mme J	

ÉPK School Society Meeting

Topic	Discussion	Owner
1	Opening Remarks <ul style="list-style-type: none"> ● Call to Order @ 7:32pm ● Approval of agenda: KE; seconded by KI 	MG
2	Fundraising Chair Report <ul style="list-style-type: none"> ● Salisbury Greenhouse Fundraiser 20% profit on \$3875.00 sales (minus \$104.62 transaction fees to Bambora)= \$670.38 	LS
3	Treasurer Report <ul style="list-style-type: none"> ● 2023/24 budget update: Budgeted vs actuals have been very close (see details below) ● Save on Foods Receipts - Thank you to families that have submitted receipts ● Books are ready to be audited - 2 people needed ● Interim Budget approval for September 2024 presented ● Proposed budget for 2024/25 school year was shared (see details below) <ul style="list-style-type: none"> ○ 1st: KE / 2nd: LS / All Approved 	KI
4	New Business <ul style="list-style-type: none"> ● Nominations from EPK School Association (EPKSA) next year: <ul style="list-style-type: none"> ○ President ○ Vice President ○ Treasurer ○ Vice Fundraising Chair 	MG
	Closing Remarks Adjournment @7:40pm 1 st : KE; 2 nd : LS	MG

2023/24 Budget Update:

	Date	Budget	Actuals*
Interest	All Year	\$ 5.00	\$ 4.63
Caring Corner	All Year	\$ 1,500.00	\$ 1,898.00
Hot Lunch & Club Moo	All Year	\$ 5,500.00	\$ 4,175.70
Cobbs	All Year	\$ 20.00	
Mabel's Labels	All Year	\$ 125.00	\$ 111.15
Save-On-Foods	All Year	\$ 400.00	\$ 338.10
ASCE Grant	October	\$ 500.00	\$ 500.00
Sherwood Park Soups	October	\$ 500.00	\$ 1,588.00
Confetti Sweets	November	\$ 500.00	\$ 555.00
Grade 4 Bottle Drive	November	\$ 100.00	\$ 372.50
Art Cards by Kids	December	\$ 900.00	\$ 1,210.58
Prairie Gourmet	February	\$ 1,000.00	\$ 837.00
Family Night	February	\$ 500.00	\$ 687.00
Salisbury	April	\$ 500.00	\$ 670.38
Total Revenue		\$ 12,045.00	\$ 12,948.04
Expenses	Date	Budget	
Council Expenses	All Year	\$ 500.00	\$ 204.92
Insurance	September	\$ 500.00	\$ 441.67
Welcome Back	September	\$ 500.00	\$ 287.50
Scholarship - ABJ student	September	\$ 250.00	\$ 250.00
ASCA Workshops (2 x	All Year	\$ 500.00	\$ 500.00
Classroom Enhancement	June	\$ 1,200.00	
Epluchette (Corn Roast)	September	\$ 300.00	\$ 139.34
Loose Parts Play	All Year	\$ 500.00	
Family Night	February	\$ 750.00	\$ 545.16
Looming	All Year	\$ 100.00	\$ 20.97
Caring Corner	All Year	\$ 1,000.00	\$ 957.27
Reading Room	All Year	\$ 500.00	
Shrove Tuesday (Feb 13)	February	\$ 500.00	\$ 238.35
Staff Appreciation	May	\$ 1,000.00	\$ 679.50
Grade 4 Farewell	May	\$ 2,500.00	
Sports Day/End of Year BBQ	June	\$ 850.00	
Bank Fees	All Year	\$ 25.00	\$ 3.60
Total Expenses		\$ 11,475.00	\$ 4,268.28

2024/25 Interim Budget

	Date	Budget	Actuals*
Interest	All Year	\$ 5.00	
Caring Corner	All Year	\$ 1,500.00	
Hot Lunch & Club Moo	All Year	\$ 5,500.00	
Mabel's Labels	All Year	\$ 100.00	
Save-On-Foods	All Year	\$ 400.00	
ASCE Grant	October	\$ 500.00	
(fundraiser)	October	\$ 500.00	
Confetti Sweets (or other fundraiser)	November	\$ 500.00	
Grade 4 Fundraisers	November	\$ 500.00	
Art Cards by Kids	December	\$ 1,000.00	
Prairie Gourmet (or other fundraiser)	February	\$ 1,000.00	
Family Night	February	\$ 500.00	
Salisbury (or other fundraiser)	April	\$ 500.00	
Total Revenue		\$12,500.00	\$ -
Expenses	Date	Budget	
Council Expenses	All Year	\$ 300.00	
Insurance	May	\$ 500.00	
Welcome Back	September	\$ 500.00	
Scholarship - ABJ student	September	\$ 250.00	
ASCA Workshops (2 x \$250)	All Year	\$ 500.00	
(Reimbursements)	June	\$ 1,200.00	
Epluchette (Corn Roast)	September	\$ 300.00	
Loose Parts Play	All Year	\$ 500.00	
Family Night	February	\$ 750.00	
Looming	All Year	\$ 100.00	
Caring Corner	All Year	\$ 1,500.00	
Reading Room	All Year	\$ 500.00	
Shrove Tuesday	February	\$ 500.00	
Staff Appreciation	May	\$ 1,000.00	
Grade 4 Farewell	May	\$ 2,500.00	
Sports Day/End of Year BBQ	June	\$ 850.00	
Bank Fees	All Year	\$ 10.00	
Total Expenses		\$11,760.00	\$ -