

## Saint John XXIII School Council Meeting Minutes

St. John XXIII Catholic School, 9526 89 St, Fort Saskatchewan, AB  
Meeting Minutes –October 3, 2022 7:00 pm

### In Attendance:

Kristine Willis Dengler (Principal)  
Gail Greene (Vice Principal/Pathways/Intervention Teacher)  
Alana Seymour (Chair)  
Korinne Weima (Secretary)  
Shawnene Schultz (Co-Chair)  
Candice Kalyn (Vice-Chair)  
Shannon Dahlside (Parent)  
Dawn Pinder (Parent)  
Carla Duttenhoffer (Parent)  
Christi McTaggart (Parent)  
Shelley Pagee (Parent)  
Marc Dzura (Parent)  
Amy Shane (Parent)  
Erin Lee (Parent)  
Sheena Cannon (Parent)  
Nikki Rowe (Parent)  
Sherry Charron (Parent)

1. Call to Order at 7:03pm
2. Prayer - Kristine
3. Treaty/Land Acknowledgment - Shawnene
4. Approval of Agenda -  
First: Shannon Dahlside  
Second: Shawnene Schultz  
All in favor
5. School Report
6. 2022-2023 School Council Executive Elections

\*\*\*\*\* Chair, Alana Seymour, asked for nominations for each role - including Treasurer which is vacant - **Shelley Pagee** volunteered to be Treasurer

I. School Council Chair - It is expected that the school council chairperson will be a parent of a student attending the school. The chair should be someone who can work collaboratively and knows how to organize both programs and people. The chair

should actively encourage others to become engaged in meaningful ways. Typical chairing duties include:

- chair all meetings of the school council
  - coordinate with the principal to establish meeting agendas
  - ensure that the operating procedures are current and followed
  - be the official spokesperson of the school council
  - ensure there is regular communication with the whole school community
  - stay informed about school board policy that impacts school council
  - comply with the School Councils Regulation by providing the school board with an annual report that summarises the school council's activities for the previous school year, including a financial statement relating to money, if any, handled by the school council
- \*Chair's Relationship with the Principal The chair's role is key to the success of the school council. An important responsibility is regular and ongoing communication with the school principal. This relationship of mutual trust and respect must be nurtured and supportive of common goals for the learning community. **Alana**

II. Co-Chair: Share in chair responsibilities and act in place of chair when they are unavailable. - **Shawnene**

III. Vice-Chair: The vice-chair's duties are, in the event of resignation, incapacity or leave of absence of the chair, to fulfill the chair's responsibilities, and in the absence of the chair or co-chair, supervise the affairs and preside at meetings of the school council - **Candice**

\*\*\*\* IV. Treasurer: The handling of money through fundraising activities or donations, the treasurer keeps accurate records of all financial transactions and ensure that records are available upon request of the school board or school community. **Shelley Pagee**  
**\*\*NEWLY ELECTED\*\***

V. Secretary: The secretary acts as a recorder at each meeting and ensures that the minutes are prepared accurately to reflect the directions agreed to at the meeting - **Korinne**

Member roles:

I. Parish-School Liason: communicate between the school and parish upcoming events, share information for the Smore,  
**VACANT**

II. Classroom Reps - seeking a classroom rep from each classroom. Parents of children enrolled at the school form the majority of the members of school council, and:

- encourage participation of parents and representatives from the school community
- share their professional knowledge, expertise and life experience
- encourage feedback and participation from community groups and individuals
- communicate information of interest to the school council and the school community
- share information from school council meetings with the community
- have a clear understanding of the school council objectives
  - attend school council meetings and create an inviting environment
- identify possible topics for agendas and recommend training sessions on school council effectiveness **VACANT**

Other Roles:

- Fundraising Liaison - **Shannon Dahlseide**
- Hot Lunch Liaison/Coordinator - **Sheena Cannon \*\*New\*\***  
**(MORE INFO ON HOT LUNCH CHANGES BELOW, UNDER NEW BUSINESS)**
- Kristine Willis Dengler is needing a volunteer to help with the First Eucharist - a planning meeting will occur on Oct 7  
**OPEN**

7. PSC Administration Report October 2022 - Kristine and Gail

- 224 students enrolled - 2 classes of each grade -
- Better Together Theme
- Assurance Goals - Faith Integration, Learners and Learning (Collaborative Response Model - Continuum of supports, Competencies and thinking strategies 8, one book, one school), Wellness (physical literacy - school wide phys ed plan - to meet all outcomes), Community Engagement (with the parish)
- One Book One School LITERACY PROGRAM - every family will be getting the same book "The Wild Robot" - a program \$450 US dollars - \$1222. Total - 20 day program (week days) - 6 weeks of learning - many school wide activities such as announcements, trivia, etc. Send off will be next week - various prompts and activities will be posted on St John's FB group too.

Financial Support organised by Pillar

Faith	Learners and Learning	Wellness	Community Engagement
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Bussing to church 4 times \$1000	One Book One School \$2170 Mathology \$1500	Omnikin Ball - big ball \$425 \$285 \$95 Total \$805	Meet the staff BBQ total \$600
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## 8. Treasurer's Report

Alana Seymour put Motion forward to cover \$1000 for One Book One School (LEARNERS & LEARNING)

- First Sherry Charron
- Second Shelley Pagee
- All in favour

Marc Dzura put Motion forward to cover \$750 for Mathology (LEARNERS & LEARNING)

- First Sherry Charron
- Second Christi McTaggart
- All in favour

A Motion was put forward to cover \$500 for BUSSING (FAITH)

- First Sheena Cannon
- Second Candice Kalyn
- All in favour

## 9. New Business

### a) HOT LUNCH

- What is normally involved: community vendors - orders - collect food - time consuming and concerns about quality/cost of food were shared.
- It was shared that Shannon Dahlseide reached out to Fort Saskatchewan Lunch Box - with this service, parents order on her website - as such, no money is exchanged with the school, it is directly with Fort Sask Lunch Box. We can choose items (narrow down choices) and do combos
- Proposed to do it a Wednesday and a Thursday - in this way, Kinders will be able to benefit from Hot Lunch as well.
- **\*\*\*NEW HOT LUNCH Coordinator - SHEENA CANNON**
- Action needed - do a callout for volunteers on social media
- Parents who expressed an interest in volunteering to help on hot lunch days: Christi McTaggart, Korinne Weima
- QUESTIONS ABOUT THE HOT LUNCH ACCOUNT and MONEY in it were brought forward, and it was recommended that PSC Speak to Angie Markland - a previous coordinator, as well as Barb to see if the money is there

- b) Milk Program - Carla Duttonhoffer shared her experience as a Milk Program coordinator - she mentioned that there was contact info in a binder with a cow on it. Weekly/Daily Duties included, counting extra milks before putting in new orders, monitoring expiration dates, collecting/rinsing/bringing recycling away.
- It was Ran on Monday Wednesday and Fridays
  - Money came solely from recycling.
  - It was decided that we will not be moving forward with the Milk program, because the Fort Sask Lunch Box will have milk options, as well as the significant work involved in running the program.
- c) Halloween Family Dance. October 28 - 6:30 to 9pm
- A sub committee was formed with Nikki Rowe as coordinator and others helping to organize:
    - small concession (with veggie straws, popcorn, water bottles),
    - MUSIC - possibly rent speakers from the Dow?
    - Clean up - by parents and teens doing service hours
    - Decorations - blow up halloween decor, Shelley Pagee noted that she has lots of halloween lights and decor, and a projector
    - Tickets would go through PowerSchool - Barb would be involved.
    - QUESTIONS - What is max capacity?
    - Ticket cost? \$5per person (adults and children) or \$20 for a family is proposed - indicate number coming
    - Children must be accompanied by an adult
- d) Fundraisers
- i) Poinsettia information will go out before november break - 1st or 2nd of november
  - ii) Shawnene proposed - Big Box of Cards fundraiser - for every occasion - profit is \$14 a box - we will be moving quickly to get card samples out for parents - going home to the oldest child of each family at the school.

#### Old Business to add to November Agenda

- Ask about Loose parts program

10. Adjournment - at 8:37pm

Next Meeting is Monday, November 14, 2022.