

# **Father Lacombe School Council**

## **Meeting Minutes**



**Date: January 27 , 2025**

**Start Time: 6:30**

**Father Lacombe School - Food Studies Room**

### **1. Welcome & Prayer**

### **2. Introductions**

In Attendance: Donna Tugwood (STAR Trustee), Maria Wagner (Principal), Stephanie Amstutz (Vice Principal), Courtney Damberger (Teacher Liaison), Bryle (Student Rep), Cecilia Mena-Metro (Co-Chair), Claudine Bruning (Co-Chair), Leigh Makar (Communications), Kelsey Rockwell (Secretary), Gwen Martin (Treasurer), Parents: Jenna, Tonya, Vivian

### **3. Approval of November 19, 2024 Minutes**

-Minutes were missing from website, so unable to read. Cecelia read, motion to approve.

### **4. Approval of Agenda**

-Jenna motioned to have treasurer report and 6b moved to the top of the agenda. Kelsey seconded the motion. All in favour.

### **5. Old Business**

- A. ASCE Grant
  - Paint night (Kelsey)

-We agreed to do a painted pottery night for parent engagement night. Kelsey spoke with the owners from Painted Earth and they are very willing to accommodate providing kits for this night. We will have a selection of pieces from \$15-\$30 for a variety of options.

-Date selected is Friday March 14th at 6:30pm

**\*Action: Leigh to make a flyer to send home in student backpacks and one to post on social media.**

**\*Action: Kelsey book kits with Painted earth**

## **6. New Business**

A. Parent questions/concerns:

- Reminder from Maria to have parent concerns and questions directly to Maria one week prior to meeting.

- Christmas Concert 2025

-Cecilia brought forward the idea to have the Christmas concert at the LMC due to the lack of seating for the k-3 concert this year. Many parents had to stand along the walls. She presented a potential fee schedule and renting information for the LMC. Maria took the information and will bring it to the staff to see their opinions and she will bring back their report. Discussed breaking concert into three grade groups.

- School council meeting date

-Claudine suggested we move council meetings from every third Tuesday, to Mondays as many of the School Council board can no longer attend Tuesdays due to other commitments.

*Vivian made the motion to move meeting date to every third Monday. Jenna seconded the motion. All in favour.*

New dates are Monday Feb.24th, March 17th, April 14th. Reassess for May and June.

- Devices not allowed in class

No devices, even smart watches and fitbits are allowed in school. Unless for a medical reason.

- Spelling program change

-Claudine wanted some clarification why the spelling program was being altered. Stephanie explained that the old program was not relevant or engaging for the classroom. And the new program taught spelling in a practical and updated way.

B. Banking

- Changing bank institutions-Gwen visited many banks and had the most success with Servus Credit Union with their community accounts. She has a meeting set with them for Thursday January 31st. She needs the meeting minutes signed by the chair and other signers before the bank meeting.

*Gwen made a motion: To move forward with changing Father Lacombe School Council bank account to Servus Credit Union. Motion seconded by Claudine. All in favour.*

- Kelsey made a motion: For Gwen to have primary access to the School Council bank account, including online banking. Motion seconded by Vivian. All in favour
- Leigh made a motion: To give Cecelia (Co-Chair) and Kelsey (Secretary) signing authority on the School Council bank account. Motion seconded by Jenna. All in favour.
- Leigh made a second motion: To give Maria (Principal) and Stephanie (Vice-Principal) signing authority on the bank account. Motion seconded by Vivian. All in favour.
- E-transfer set up- this will have no fees and will be included in the package from Servus Credit Union.

**\*Action: Gwen will ask about if it's possible to have a debit/VISA or Mastercard for the account.**

**\*Action: Maria will look into the possibility of having a treasurer email for the account from STAR Catholic.**

## **7. Chair Report**

### A. ASCA virtual engagement event Nov 23

-No one was available to go this year

### B. Coffee drop off success

-Council was pleased with the results of the morning. Parents were happy to have a fresh coffee! Tim Hortons ended up donating the coffee and hot chocolate. We will plan another event in the spring.

### C. Newsletters monthly - fantastic

-Claudine wanted to recognize Leigh and her amazing monthly newsletters she is putting out. Thank you for your efforts and attention to detail.

### D. Open House Feb 4 - booth?

-Claudine wanted to know if Maria wanted council to have a booth at the upcoming open house. Maria suggested against it, as there is no set time for visitors to come and so it might not be worth Claudine's time. Maria suggested to put a flyer in the welcome package that is handed out to visitors that day.

**\*Action- Claudine to make flyers for distributing**

## **8. Admin Report**

### a. Boston Conference

-Maria attended a conference that taught about the brain and the impacts of today. She would love to present her learnings to school parents/guardians. Council discussed having an earlier meeting on February 24th from 6-7pm, and then Maria can present from 7-8pm. Parents/Guardians are welcome to join the meeting and presentation.

**\*Action - Leigh to add to Newsletter to advertise**

b. Dinner with Archbishop

-The dinner focused on importance of family. Prayer with family, eating together, going to mass together. Just bringing families back to the basics of connecting.

c. Assessment Portfolios

-These portfolios are allowing Maria to pull work from the children to assess if they are meeting all the learning goals for that year. All students have portfolios!

d. Enrollment.

-Enrollment is already high. Maria is anticipating a split kindergarten classroom again. Which will mean some juggling of classrooms all over the school. Grade four is also set to be split next year (for their grade five year) as there is 33 students currently. The growth is good.

## **9. Student Report - Bryle**

a. 7-9 Basketball

-The team has been doing very well this season and they are excited to continue growing. There was no coach for the girls basketball team, but they continue to skill build in the gym on Thursdays.

b. 3-6 Basketball

-The children are also doing some skill building.

c. New Year Liturgy

d. Talent show

-The Talent show will be held on February 4th at the school.

e. Saint Groups

-Saint groups are planning to make Valentine's Day cards for the seniors' homes.

f. Spirit Days

-These fun days have been well received by the students with lots of participation.

## **10. Teacher Report**

a. Christ in Christmas Competition

-Each winner received a wooden cross, handmade out of wood by a member of the church.

b. Chinese new year

-There will be a presenter coming to talk to the students about Chinese New Year.

## 11. Trustee Report

 2025 SC report Nov Dec Jan.docx

**\*action: Claudine will attach report**

## 12. Fundraising Committee Report

### a. Movie Night recap-Vivian

-A very successful night with approximately 75 people in attendance. Vivian and Kristie would like to have a Square Tap available next year for donations and snack payment. They both will volunteer to do movie night again next year.

### b. Pop up - Valentine's Day Crush for a Crush

-Cecilia brought up the idea to do this as a Valentine's Day fundraiser. In discussions we agreed this could be for Junior High students. Each pop will sell for \$2. Council will buy enough that each student will receive one pop from them.

**\*Cecelia to purchase pops, Claudine & Cecilia will sell pops Feb 10,11,12.**

### c. Hot lunch

-It's been very successful. There is discussions between us and Montanas for a new menu options for the 25/26 school year.

-Gwen needs some help to organize and deliver hot lunch for the next while. Please come to the foods lab if you're able to help or email school council if you're interested in helping! We are always looking for more volunteers!!

### d. Seed Fundraiser - Feb 3 -28 online -

-watch your emails for instructions and links to this fundraiser.

**\*Claudine to create flyer for newsletter and email.**

### e. Oodles of Chocolate Fundraiser - April 2 hand out forms, 9 return forms, 16th chocolate pickup - Jenna has offered to help with this

## 13. Treasurer Report

A. Balance - closing balance was \$5466.39

## 14. Closing Comments:

**Next Meeting Scheduled for MONDAY February 24, 2025 at 6pm**

**End 8:32pm**