

Father Lacombe School Council MINUTES



Date: May 27, 2025

Time: 6:30-8:00pm

Father Lacombe School - Food Studies Room

In Attendance: Donna Tugwood (STAR Trustee), Stephanie Amstutz (Vice-Principal), Tammy Bessette (teacher), Bryle (Student), Claudine (Chair), Gwen (treasurer), Leigh (Communications), Parents: Vivian & Tyler

1. Welcome & Prayer

Mrs. Amstutz led us in prayer

2. Introductions

3. Approval of April 2025 Minutes

Motion by Claudine to approve the April Minutes as posted online on the school website. Seconded by Gwen. All in favor.

4. Approval of Agenda

Motion by Claudine to approve the agenda as presented. Seconded by Vivian. All in favor.

5. Trustee Report (Donna Tugwood)

Donna presented her report - please see attached.

[Trustee Report](#)

Donna will be retiring this fall - She will be missed!! We want to extend a HUGE thank you to her for her advocacy for our School and our Students! Thank you Donna!

Encouraged anyone interested in running for STAR Catholic Trustee position to find more info on the STAR Website.

Discussed the options/ideas of getting a Catholic High School in Lacombe - being advocated for by our trustees.

STAR Catholic bought new admin building and hope to move in in the fall. Lots of space, parking and windows!!

There is an online survey on age-appropriate materials in school libraries - please see link:

https://your.alberta.ca/school-library-materials?fbclid=IwZXh0bgNhZW0CMTEAAR7C3hTihg5Xa_cKLovdkYV8GFXNo8VBMv3eY7dAzoGDaf8VD7HALLpgFgrA3g_aem_ZtlepQALsDKaygumQ5pY6A

Reminder to have bussing applications in by June 15 to avoid a late fee for STAR bussing.

6. Old Business

a. Field trip donation 2024/25

School Council will go ahead with the \$500 donation per class for field trips as decided in previous meetings. Gwen wrote a cheque for \$6000 to Father Lacombe School.

7. New Business

a. Field Trip Donation 2025/26

Discussion regarding the \$500 per class donation for next year. Is this still feasible? Depends on fundraising and hot lunch revenue generated next year. Suggestions to have smaller/local field trips for some grades and larger ones for other grades. Agreed to reassess in the fall, once we know our fundraising and hot lunch plans, and can see how much was spent per class for field trips. Admin aware we may not be able to meet the goal of \$500/class and will look at other means to supplement (Field trip fees) or changing how much we spend on field trips

b. Grade 6 dance donation request (Adi)

Adi was unable to attend. Gwen spoke on her behalf of requesting \$150 to buy lights, decorations and snacks for the grade six dance. Would like to see lights and decorations (if possible) kept as School Council property for future dances/events. School Council to reimburse receipts up to \$150.

**Gwen made a motion for a School Council donation of \$150 towards the grade six dance. Seconded by Leigh. All in favor.*

c. Fathers Day donuts?

Discussion to have some treats for the dads after the Fathers Day assembly, since we did have treats after the Mothers Day assembly. Leigh will advertise this in the Newsletter.

**Claudine made a motion to buy donuts for after the Fathers Day Assembly on June 12. Gwen seconded all in favor.*

Action: Claudine to buy donuts and make coffee for after the Fathers Day Assembly.

Action: Leigh to advertise the Fathers Day treats following assembly in the newsletter

d. Year end BBQ?

Discussion regarding year end BBQ. Limited budget to host a whole bbq, also limited days available to host a bbq. Decided not to host a year end bbq this year.

Discussion surrounding still doing something to celebrate year end from School Council.

Decided to host a year end “bring-your-own-picnic” lunch in between awards ceremonies on June 25. School Council will provide freezies.

**Motion by Claudine to buy freezies for all students plus families for June 25th “picnic”.
Seconded by Gwen*

Action: Claudine to buy freezies for June 25th picnic.

a. Planning for next year 25/26

Many planned events were a success this year. Continue with the same lay out for next year. More planning to come at AGM

Hot Lunch Wednesdays are working well! Thank you Laurel and Gwen (and the many lunchtime volunteers) for a successful hot lunch program!

b. Board Positions - who is returning/what positions are vacant

Cecelia will not be returning to co-chair. Thank you Cecelia for your hard work this year!

Claudine will also try to step down from chair again ;)

Should seek out a Parish Rep for our council next year.

We would love to have some new faces join our School Council!!

c. AGM date

Monday, September 15, 2025

8. Student Report

Had a great Badminton season!

Junior High Spring Dance was a lot of fun - good attendance and everyone looked great all dressed up.

Junior High Track meet was a success

Chill Fair went over really well for everyone that attended!

Leadership team has been active

Excited for field trips coming up soon, but not so excited for finals!

9. Parents Questions (Please submit at min. one week prior to fl.schoolcouncil@starcatholic.ab.ca)

Suggestion to add parent questions to a "Did You Know?" section of the newsletter - if one parent has a question, there's probably more with the same question.

10. Chair Report

It has been another great year! Thank you to everyone for all their time advocating for students and enhancing our school!

11. Admin Report

a. Education Plan

Stephanie presented the Education Plan & Annual Education Results Report

A link will be included in the newsletter and sent out to parents soon.

Overall, our school is scoring well on surveys by parents, students and staff. There is always room to grow to reach all our Board Priorities but we are on the right track. Academically our achievements are excellent.

Well done!

Hiring process is underway for five new teaching positions. There will be some shuffling of positions for next year, and we will welcome a few new teachers. Interviews are underway.

There will be two grade one classes and two grade five classes.

12. Teacher Report.

School Retreat is coming up with Face to Face Ministries - a great success last year. Each student will also receive a small sub for lunch.

Staff partook in a Blanket Exercise by an Indigenous Elder at their PD day last Tuesday - representing the history of our indigenous past.

13. Fundraising Committee Report.

a. Fundraising

Oodles of Chocolate was a success - thank you Jenna for organizing this! Bringing in around \$400

Mabels Labels fundraising is out with the school supply lists - Thank you Kaylee for organizing this!

b. Hot lunch report

Hot lunch has been going well. A big thank you to all the volunteers who stepped in while Gwen was away. A survey will be coming out for next year for options/ideas for new vendors, what students liked etc. Overall has been going well!

Thank you Laurel and Gwen for your time and organization of all of the hot lunch program!

c. Bottle drive from March PTI

\$275 deposited from bottle donations received at March Parent Teacher Interviews

14. Treasurer Report .

a Account Balance

\$7107.90

b.Closure of RBC account

Hot Lunch auto deposits have been transferred to our Servus Bank Account now, so we can close our RBC account.

**Motion by Gwen to close RBC bank account. Seconded by Claudine. All in favor.*

**Motion by Gwen to add Laurel as second signer at Servus. Seconded by Claudine. All in favor.*

15. Closing Comments:

Thank you to everyone for coming out!!! Our next meeting will be a fun evening on June 24th. Restaurant to be determined. Please watch for emails.



May 26, 2025 Trustee Report for School Council Meeting Donna Tugwood

Grateful Advocates for Catholic Education:

<https://www.starcatholic.ab.ca/download/320570>

ACSTA's theme of "Walking Together in Catholic Education."

Facebook

<https://www.facebook.com/GrACE4cathed>

Twitter

https://twitter.com/grace4cathed?s=21&t=SjiBXz_PDB76uxJhpVrJpg

Instagram grace_advocate_for_catholic_ed

https://www.instagram.com/invites/contact/?i=b59u9ol7lodt&utm_content=pigze1u

Board Priorities for 2023-2027

<https://www.starcatholic.ab.ca/download/414083>

- 1 Grow and Affirm Catholic Identity.
- 2 Staff are Supported in Their Learning.
- 3 Support Students in Their Journey, Ensuring All are Successful Learners

Board Meeting Highlights

- April board meeting was held on April. 15th.
 - May board meeting was held on May 21st
- As you know STAR Catholic officially received planning funding approval for a new Catholic high School in Beaumont, the project is now at the planning stage.
 - The Board received 45-minute professional Development on AI at the April meeting and directions on how to download and when and how to use AI for Trustee work at the May meeting. This is so interesting and was good information to have. I would suggest it for a school council PD session in the fall.
 - A JUPA was signed for Lacombe
 - Approved joint field trip to Victoria for spring of 2026 for Grade 9 students from CTK and Mother d'Youville.
 - Reviewed Division Education Plan and it was approved
 - Reviewed Division Budget and it was approved
 - It was decided that due to some difficulties with the naming of the new High School in Beaumont the process will begin again. Hope to have a name in the fall.
 - Good news story for n they had a grant opening for a new outdoor

- classroom, Great idea.
- Both the Board Evaluation and the Superintendent Evaluations were passed by the Board with thanks to the Board for all their work this year and thanks to our new Superintendent for her dedication and commitment during her very busy first year. It has been a busy and challenging year with two new Assistant Superintendents and a new Secretary Treasurer, purchasing a new Central office building (occupancy by Oct.), selling the present property, advocating and receiving approval for the new high School in Beaumont, very successful Wetaskiwin consultation regarding beginning to add Grades 10-12 at the school, as well as the many day to day things that happen when running 12 schools with 5000 students.
 - Board discussed orientation for possible new trustees after the election on Oct. 20th this will be held in Leduc on Oct. 28th with the Oct. Board meeting on the 29th.
 - If any of you are thinking of running for a Trustee position, you can put your name in now. Go on STAR website for all the information. Please feel free to call me anytime for information. The role of the trustee is to contribute to the Board as it carries out its mandate in order to achieve its mission and goals. The oath of office taken by each trustee when they assume office binds that person to work diligently and faithfully in the cause of public education. Alberta's Catholic Schools exist to offer Catholic parents a distinct system of education for their children. The trustees of a Catholic school board are empowered by the community to fulfill both the educational requirements set forth by the government and the vision of the faith community.

EVENTS for this Trustee, In April/May

- April 15th – attended MLA reception for Alberta Catholic School Trustee Association ACSTA, at the legislature. All of the Catholic Boards in Alberta were represented, and our trustees and Superintendent were there. It was also attended by Archbishop Smith. Most of the MLAs were there including the Education Minister and the Honorable Danielle Smith Premier of Alberta. She spoke as well as the leader of the NDP. It was an excellent chance for us to promote Publicly funded Catholic Education.
- April 23rd - attended virtual session on the new privacy Act
- May 20th - attended Board and Superintendent Evaluations in Leduc
- May 23rd - ASBA Zone 2/3 Awards banquet where two of STAR Catholic School Division teachers will be honoured. Julie Kormysh nominated for the Edwin Parr Award and Brooklynn deWaal for Excellence in Catholic Education.
- During April and May I attended several committee meetings for finance, policy and Committee of the whole.etc.

Future Events

Jun1-2 - ASBA Spring General Meeting in Calgary
June 3rd – Will Attend a meeting in Ponoka on Skilled Trades in our high Schools with the new Minister of Advanced Education
June 13th – STARCatholic School Division awards night in Nisku
June 18th – Last Committee of the Whole and Board Meeting for the 2024/25 school year. -
June 18th - Tour of new Central Office Building
June 19th – Financial issues at Leduc Office
June 20th – Last ASBA Zone 2/3 meeting for the 2024/25 school year
August 27th – First Committee of the Whole and Board Meeting for the 2025/26 school year
August 29th – Reflection day for the whole of the division

<https://www.starcatholic.ab.ca/division/school-board/board-meetings>

Donna Tugwood

Board chair

St. Thomas Aquinas Roman Catholic Schools

Trustee - Lacombe Ward

cell - 403 872-0367

If anyone has questions about the above, please feel free to email me or call.

donna.tugwood@starcatholic.ab.ca