

St Catherine's School Council Meeting Minutes

February 25, 2026 7:00 pm

1. **Call to order: @ 718pm by Crystie**
2. **Record of attendance: Lisa Constant, Dan Vanden Dungen, Josh Gatner, Leslie Martin, Deanna Brilman, Lenae Brilman, Devin Kolk, Crystie Praskach, Michelle Rodgers, Breanne Poppe, Amy Brecka, Esther Ritz, Carlee Nummi**
3. **Opening prayer and Land Acknowledgement - Dan**
4. **Review and adoption of minutes from previous meeting ([January 2025](#))**
 - **Adopted by Esther, second by Deanna**
5. **Any new business or items to add to the agenda?**
6. **Old Business:**
 - a. **Grade 4&5 Basketball & Volleyball**
 - **Basketball on Mondays, Volleyball on Wednesdays**
 - **Feb. 23 - March 25**
 - b. **Kindergarten Coffee - Gabby/Alyssa/Ashley**
 - **Date TBD**
 - c. **Bussing for PreK update - Dan**
 - **Dan contacted Sheri Thomas- ELP coordinator**
 - **Current division staff are unaware of past practice where pre-k children were able to ride the bus**
 - **These students are not funded and it would cost \$800/ student plus mileage even though they are only on the bus one way**
 - **Would there be additional insurance for 3-4 year olds to be on the bus as well?**
 - **At this time it does not seem feasible**
 - d. **ASCE Grant - PD sessions or spend this year - continue - Crystie**
 - **Last week we were notified that we received our \$500 for this year**
 - **See list below for allowable / non-allowable expenses**
 - **Evening Art classes? (no iSwag program this year)**

7. **Reports:**

- a. Principal (attached below)
- b. Associate Principal Faith Report (attached below)
- c. Chair - Crystie

8. **Correspondence:**

- **Council of School Council Chairs / Board of Trustees Meeting - March 2:**
“We kindly request that both chairs from each school council attend, and we warmly welcome any additional council members who wish to join. Please feel free to share this invitation with your full council. If you plan to attend, we ask that you please RSVP to kawarh@holyspirit.ab.ca at your earliest convenience.”

9. **New business:**

a. Safety Plan Discussion

- Can the front doors be locked for the whole day? This would require Sarah or a staff member to physically go to the front door to let people in.
- At this time there is no option to ‘buzz’ someone in as it would need to be a whole new door system. Is this a possibility in the future?
- Immediate actions that can be taken
 1. Visitors signing into the office and given a “visitor” lanyard
 2. Signing out pre-k and kindergarten students by the parent or guardian that is there to pick them up
 3. Unlock the doors during drop off and pickup, including pre k and kindergarten, but otherwise they will be locked and people will need to be let in by staff.

b. School Dance - March 19

- Green Day / St Patricks Day theme
- Jess Cook has offered to DJ for free with her DJ gear!
- We need a committee to set up, take down and purchase snacks.
- We will ask student leadership to run 3-4 games/dance songs

Setup- Breanne, Michelle, Deanna, Carlee

Purchase snacks- Michelle

c. [ASCA Spring Symposium](#) April 25/26 in person and online

- If anyone is interested in attending the symposium it is in Edmonton as well as an online option, let Crystie know

- d. School Start Program again this year?
 - Yes
 - e. Debit machine for concession (tournaments) - Esther:
 - Discussed during home and school meeting, unable to use H & S square as it is linked to their bank account and has two step authentication that would require Leslie to be there to setup
 - Dan talked to the school division and it would be \$700 to buy a POS machine for the first year and \$600/ year for subsequent years
 - 10. Next meeting: **Wednesday, March 18th @7:00pm (following Home and School meeting at 6:30pm)**
 - 11. Closing prayer:
 - 12. Adjournment: **@ 830pm by Crystie**
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Principal's Report

1. Staffing:

- Mrs. Nelson will be returning April 20. April 17th is Miss Bartsch's last day
- Michelle Nevil is the new Director of Learning for Holy Spirit Catholic SD (formerly principal of Taber St. Mary's and before that St. Patrick's in Taber)
- Classroom Complexity Teams - our school division will receive funding for 5 Classroom Complexity teams, with each team consisting of a teacher and two EAs. Specific classes in specific schools are being targeted (none in SCPB).

2. Enrolment and Registrations

- We are losing a few students by the end of this month. These are all due to unrelated personal / family circumstances, but there is a cumulative impact on our small school. Also, we are starting to have a few reports trickle in for transfers or moves for next year as registrations are coming in. Overall we are projecting numbers to be down slightly for next year.

3. 2026-2027 Calendar:

- Professional Development days (including staff start-up days in August) are not yet determined (hopefully coming soon), but our school division has confirmed the following dates:
 - Students return to school on Tuesday, September 1, 2026

- Christmas holidays start Monday, Dec. 21 and school resumes on Monday, January 4, 2027
- Easter holidays start Friday, March 26. School resumes on Monday, April 5, 2027
- Last day of school for Elem and JH students Friday, June 25, 2027
- Last diploma for High school students is Monday, June 28, 2027
- In the meantime, we have learned that Palliser students do not start until Sept. 8, so we are looking into how this will be resolved.

4. Surveys:

- Parent response to the **Schollie survey** was not bad (just under 25% across the division); we don't know the final numbers for our school yet, but we think that it was around that average. The Schollie survey was commissioned by Holy Spirit Catholic S.D. and questions relate directly to our division's priorities.
- The **2026 Alberta Education & Childcare Assurance Survey** was commissioned by the Alberta Government. We emailed letters with Random Access Codes to parents of grade 4-9 students on Feb. 11. Parents have until March 6 to complete this survey.

5. Calendar:

- **Feb 25 - Pink Shirt Day**
- Feb 25 - Hat Day
- Feb 26 - SALT Talk (All Attend) 3:30 - 4:30pm
- Mar 2 - Scholastic Book Fair Begins
- Mar 3 - Grade 6 Canteen Day
- Mar 4 - Parent Teacher Conference 3:30 - 6:30pm
- Mar 5 - Parent Teacher Conference 5:00 - 8:00pm
- Mar 6 - Face2Face Elementary Retreat
- Mar 10 - Grade 5 Canteen
- Mar 11 - School Mass, Grade 5 Leading (Vanden Dungen)
- Mar 11 - Purple Day
- Mar 12 - Castle Mountain Ski Trip (grades 5-9)
- Mar 12 - Global Play Day (elementary)
- Mar 12 - **Soup and Sandwich Hot Lunch?**
- Mar 13 - Spiritual Development Day (No Classes for Students)
- Mar 17 - Grade 4 Canteen Day
- Mar 17 - St. Patrick's Day/Green Day
- Mar 18 - next School Council meeting
- Mar 19 - School Council Family Dance

February 18th marked Ash Wednesday - the beginning of Lent. This liturgical season has us seek to re-examine our faith practices and to seek greater unity with God's will. Traditionally, we are called to almsgiving, prayer, and fasting, but to also engage in the Sacrament of Reconciliation. Fr. Iqbal has graciously offered his support with our Lenten observances.

Events:

- **Weekly staff prayer continues, with the resource**
 - With the new year, we are using *The Simplest Prayer* by the Irish Franciscans
- **Parable and Saint of the Month - with Fr. Iqbal helping during Friday Gospel:**
 - **February**
 - Parable of the Mustard Seed (Luke 13: 18-19)
 - St. Bernadette Soubirous and her Faith is February's Saint
 - We celebrated CJ Dumayas (Gr2), Destiny Rempel (Gr5), and Jesus Garcia Martinez (Gr 9) on February 6th. Their pictures will be added to our Wall of Saints.
 - **March**
 - Parable of the Wedding Feast (Luke 14: 7-14)
 - St. Benedict Joseph Labre and his Humility is March's Saint
 - Saints of the month will be shared on March 6th.
- **Monthly Mass**
 - Heather Harling and the Grade 6 class led our monthly mass in February. Students read the First reading, the Psalm, and the prayers of the faithful, while others had the opportunity to present the gifts, altar serve, and to sing in the choir.
 - March 11th's mass will be hosted by Dan Vanden Dungen and the Grade 6 class.
- **Junior High Retreat**
 - We had NET Canada come through with 7 missionaries from across Canada and the United States to come and give a series of talks to our Grade 7-9 students on February 9th. The theme for the day was "A Quiet Place".
- **Mardi Gras**
 - We wanted to thank Home and School for providing pancakes on the Tuesday before the Reading Week break as we had no school on Ash Wednesday.

Looking Ahead: March

- Reconciliation Services are offered on Wed. Feb 25 and Wed. March 4.
- Friday, March 6 is the retreat for grades 1-6 with Face2Face Ministries.
- Spiritual Development Day for staff is planned for Friday, March 13th.
- Stations of the Cross on March 20 and 27 for students.

ASCE Examples of parent engagement activities and projects that funds can be used for include:

- workshops for parents to increase capacity for school council members

- information sessions on how parents can support student learning at home and at school
- parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.
- programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Métis and Inuit learners;
- parent resources and tools in multiple languages
- events to engage parents on important local issues
- conference fees
- parent engagement in promoting the value of arts
- trainer/facilitator costs for the professional development, workshops or sessions associated with the above.

Examples of **non-allowable expenses** include:

- entertainment costs, meals, snacks, other food
- no capital asset purchases
- activities that have already taken place
- organization memberships
- fundraising events
- prizes or incentives to parents and/or students
- payment to school board staff including honoraria, gifts
- entertainment activities such as barbeques, volunteer teas, movie nights, dances, concerts or performances, etc.