

Ecole Notre Dame Elementary
Parent Council Association Meeting Minutes

October 9, 2024

Minutes by Brittani McDonald

Attendees: Kelsey Hynes, Sarah Petryshyn, Jill Charrois, Brittani McDonald, Colleen Van Brabant, Noreen Radford, Michelle Baril, Lorne Pedersen, Monica Langmaid, Kerri Roberts

1.0 Call to Order

- Meeting called to order at 6:01pm

2.0 Opening Prayer and Land Acknowledgment

- Led by Kelsey Hynes

3.0 Approval of Previous Minutes

- Approval of September 2024 minutes by Kerri Roberts, seconded by Jill Charrois

4.0 Approval of Agenda

- Additions: none
- Motion to approve agenda – approved by Sarah Petryshyn, seconded by Jill Charrois

5.0 Reports

5.1 Administrator's Report – Mrs. Michelle Baril

- Thanksgiving Food Drive – collecting next week for the Morinville Food Bank
- School fees are due – approximately 50% of families have paid their fees. There are incentives to encourage payment by Oct. 31st. Families are encouraged to pay fees online as an installment plan can be set up if needed.
- Division has prepared administrative procedure (AP 325) re: mobile devices in schools as per Alberta government – devices are not allowed on school premises during school hours.
- Terry Fox Run – raised over \$600 so far – hoping to bring total to \$1,000 by raffling off the cardboard van.
- Catholic Education Sunday – October 20th at 9am.
- Leadership Group with Mrs. Van Brabant – lunch hour supervisors, playground pals, etc. – still need to do some training.
- Important Dates:
 - Oct. 14 – Thanksgiving – no school

- Oct. 16 – Thanksgiving Celebration at 9am
- Oct. 20-25 – Catholic Education Week (Oct. 20 – Catholic Education Sunday – mass at 9am in Ecole Notre Dame School gymnasium)
- Nov. 1 – ATA Institute Day – no school
- Nov. 5 + 7 – Parent-Teacher Interviews
- Nov. 11-15 – Fall Break
- Nov. 19 – Picture retakes
- Nov. 20 – Next PCA + PFA meetings

5.2 Trustee Report – Mrs. Noreen Radford

- Indigenous Liaison Worker, Ms. Jaylee Cardinal-Arcand, has been hired with funding provided by the Archdiocese.
- Jordan’s Principle is a federally funded program that addresses needs of Indigenous youth – there are 38 individuals currently being served with this additional funding.
- Statement to the board from Shanlyn Cunningham (Communication Director): *Building on the foundational work from the 2021-2024 period, which has already shown positive enrolment trends, this plan aims to sustain and expand that momentum. By refining our communication strategies, we are poised to generate excitement, strengthen connections with families, and drive further success over the next three years.*
- School safety – 91.2% of parents, students, and teachers of Greater St. Albert Catholic Schools feel that a strong, safe, and caring environment is present within their schools per survey feedback (4.1% above provincial average) – results in this area have remained fairly consistent over past several years.
- Important Dates:
 - Oct. 20 – Catholic Education Sunday (9am in Ecole Notre Dame School gymnasium)
 - Oct. 23 – St. Albert Trustee Determination Engagement at St. Albert Catholic High School*
 - Oct. 24 – Legal Trustee Determination Engagement at Legal School*
 - Oct. 29 – Morinville Trustee Determination Engagement at Morinville Community High School*

*Engagement to discuss how division would be best represented in each of the wards. Currently St. Albert ward has four trustees, Morinville ward has two trustees, and Legal ward has one trustee.

5.3 Teacher Report – Mrs. Colleen Van Brabant

- Highlights of Kinder:
 - Successful Apple Day and Bus Safety Day
 - Community Outreach – field trip to Aspen House
 - Kinder students will be leading Thanksgiving Celebration
- Recess Club – Indoor activities to help kids who struggle with social interactions – approximately six students so far
- Baking Club – starting early November – select Friday afternoons
- Girls’ Group – focused on building positive self-image, identifying emotions, and creating strong bonds between girls

5.4 Chair Report – Kelsey Hynes

- Alberta School Council Engagement Grant – looking at bringing someone from ASCA to help with parent engagement
- Grant Funding
 - Mrs. Michelle Baril to prepare Wishlist from teachers (anything in excess of what can be covered by current funding)
 - New computers have arrived for select grade 4 students that applied.
 - Look into whether municipality can help with playground maintenance as it is also used by community members outside of school hours.

6.0 PCA Bylaws

- Bylaws have been digitized by Kelsey Hynes.
- Bylaws to be reviewed and amended, if necessary, at November meeting.

7.0 New Business

- None

8.0 Adjournment

- Meeting adjourned at 6:57pm.

9.0 Next Meeting

- November 20, 2024 at 6:00pm.