



Ecole St. Mary School
AGM
September 25th, 2025 – 6:07pm
ESM Library

Mission Statement: To support and enhance student learning in our school community.

1. Opening Prayer

- Land Acknowledgement

2. Call to Order

- Welcome and Introductions
- Attendance:
Kiera Bouchard (Staff), Justin Harper (Staff), Camille Rose (Staff), Heather Wirzba,
Gerriane Timmerman, Brody Prete, Wendy Hurley, Malorie Enns, Megan
Prozniak, Linda Ellefson (Trustee Liaison), Andrea Koester, Temi Awogbami,
Jeremy Duchan, Jodi Witzke, Savio Baptista
- Approval of Agenda
 - Motion Andrea, second Wendy, All in Favor

3. Reports

- Annual Report – Recap
- Financial report

École St. Mary School Council
Statement of Financial Position
September 1, 2024 to Aug 31, 2025

Assets

Funds Receivable from ESM \$2,106.62

Cash - Bank Account \$7,308.95

Total Assets: \$9,415.57

Liabilities

Accounts Payable: \$0.00

Total Liabilities: \$0.00

Income

Student fees: \$2,198.94

Fundraisers: \$6,835.89

Total Income: \$9,034.83

Disbursements

Bank fees: \$2.50

Turkey Dinner: \$744.03



Instruments for school:	\$673.47	
Retirement gifts:	\$144.47	
Honorarium:	\$150.00	
Class Field Trips:	\$440.87	
Sports Day Drinks:	\$381.77	
Helmets & Art Supplies:	\$326.22	
Warwick School front sign:	\$2,467.50	
Henderson Pool Trip:	\$1,543.35	
Total Disbursements:		\$6,874.18

Net Increase:
\$2,160.65

Opening Bank Balance: \$9,749.53
Year Ending Book Balance Aug 31 2025:
\$11,910.18

- *Motion to accept reports presented above by Heather, second Andrea, All in Favor*

4. Election of School Council

- Chair — Brody Prete Nominated by Heather, acclaimed.
- Co-Vice-Chairs – Heather Nominated by Wendy, and Jeremy Duchan nominated by Brody, acclaimed.
- Secretary – Gerriane Timmerman – Nominated by Brody, acclaimed.
- Co-Treasurer — Megan Nominated by Wendy and Wendy nominated by Brody, acclaimed.
 - *Motion by Jeremy for all nominations and acclamations listed above be accepted, second Malorie, All in Favor*

5. Schedule Of Monthly Meetings, 2025/2026 school year

- October 16, 2025
- November 13, 2025
- December 11, 2025 (Social)
- January 29, 2026
- March 12, 2026
- May 21, 2026
- June 11, 2026 (End of Year meeting & Social/Potluck)
 - *Motion by Heather for all proposed meeting dates be accepted as listed above, second Andrea, All in Favor*

6. Adjournment – 6:37pm



École St. Mary School
School Council Meeting
September 25th, 2025 – 6:37pm
ESM Library

Mission Statement: To support and enhance student learning in our school community.

1. Call to Order

- Approval of Agenda
 - Motion Wendy, second Malorie, All in Favor

Special Presentation- Mr. Baptista moved to beginning
Mosaic & carnival

Mosaic upstairs painted white. Blank canvas. Bible scene. Artist in residence. Themes from the 7 days of creation with original mosaic children contributed to ideas and part of the process, gluing of tiles. Hands on for the kids. Thinking stations of the cross, rosary, scenes from the bible. They've created a committee. Artist in residence estimated \$15-18,000. Looking for help from school council. Need to find 30% if they can acquire funding for other 70% from grant. Allied arts council? Jeremy. Can help with funding and help with artist in residence. Can also fundraise for this specifically.

Tabled until next month. Council will intend to commit.

Carnival November 27th. Can have a chat about it later after the meeting. \$50 packages for silent auction go the best. Raffle off parking spot for parent.

2. Special Presentation – Mr. Baptista

- The upstairs mosaic wall has been painted white to serve as a blank canvas for a new art installation.
- The planned theme is a **Bible scene** based on the **Seven Days of Creation**.
- An **artist in residence** will lead the project, with students actively participating by contributing ideas and helping with tile placement.
- Long-term ideas include incorporating the **Stations of the Cross**, the **Rosary**, and additional **biblical scenes**.
- A committee has been formed to guide the project.
- **Estimated cost:** \$15,000–\$18,000.
 - The school is requesting School Council's help in securing **30% of the funding**.
 - The remaining **70% is intended to be funded through grants**, possibly with support from the **Allied Arts Council** (Jeremy has a contact).



- Fundraising efforts can also be organized specifically to support this project.

Tabled until next month. Council intends to commit support in principle.

3. Reports

- Division Report https://www.holyspirit.ab.ca/board_meetings
 - The division held its final meeting yesterday. The next meeting will include an important vote.
 - There is ongoing restructuring at the division office.
 - Catholic Education Week was recently celebrated, highlighting the value and importance of faith-based learning in our schools.
 - Trustees participated in the Alberta School Trustees Association events, emphasizing continued professional development and advocacy.
 - GRACE Week (October 18–24) will be observed. As part of this, **Linda** will be speaking at Mass about the significance of Catholic education and the role it plays in shaping our communities.
 - A Youth Summit was recently held in Sherwood Park, centered on the theme "**Anchored in Christ, Beacons of Hope.**" It was an inspiring event, bringing together students to explore faith and leadership.
 - Linda encourages everyone to get out and vote in the upcoming election.
 - **On November 13, Linda will have more to share.**

- School Report

School Report September, 25th 2025

Mission: Christ-centered learning community where students are cherished to achieve their potential.

1. Welcome

2. **September Update~** First weeks, Opening Assembly, Mass, Welcome Back BBQ, Family Blessing, Meet the Teacher (more parents this year than last year), Terry Fox, Orange Shirt Day, Month end assembly, Grade 6 Volleyball, Div 2 Run Club

3. Staffing:

- Pre K- Grade 6, English, French Immersion, Diverse Population
- 21 teachers (2x.5=1) Teachers including administration
- 19 Support Staff: Educational Assistants, Librarian, First Nations Metis and Inuit Facilitator, Family First Facilitator, Office Staff, Early Learning Support Staff, French Monitrice
- 1 EAL support from Division Office
- New staff this year: Welcome back Tara Palychuck (office,) Alexia McCuaig (French Kindergarten and French Support,) Daniela Kutney (English Kindergarten,) Chelsea O'Brien (Gr 4



English,) Armelle Abata (French Monitrice,) Tirzo Lazaro (Head Caretaker,) Nina

- 2 Caretakers: Tirzo Lazaro and Nina Shyshkina (Caretaker.)

4. Student Enrollment

- Student total: 436
- K-6: 412
- ELP: 23 with a wait list
- French Immersion K-6: 246
- English Program K-6: 166

5. Class Configurations

- French Immersion: KCI, KMI, 1DI, 1KI, 2MI, 2PSI, 3DI, 4CI, 5GI, 5BI, 6MI
- English Program: KCE, 1 RE, 2GE, 3ME, 4NE, 4OE, 5SE, 6RE

6. Facilities Update~ Pony walls, landscaping, mud mitigation, air conditioning, new flooring, moved lockers, new hooks, blinds.

7. Report Cards, Spaces

- The district is changing the way we will be reporting based on stakeholder feedback.
- District Wide Report Cards: November 24th, 2025 and March 16th, 2026
- Goal Setting, and Celebration of Learning
- Use of Digital portfolios through Space: Grade 3-6

8. Goal Setting Evenings and Celebration of Learning/Interviews

- Goal Setting: October 22nd and October 23rd
- Celebration of Learning: March 25th and 26th, 2025

9. Division and Board Priorities~ We are in the process of developing ESM goals for this year. Our CIP will be aligned with our Division priorities:

- Strengthening our Catholic Faith*
- Belonging in Our Diverse Community*
- Living Truth and Reconciliation*
- Learning Through Quality Teaching*

10. Ministerial Orders Update~ Libraries and Bill 29



11. **Samaritan Superstars** - We will continue to celebrate acts of kindness, generosity, leadership, being a good neighbor on Fridays.

12. Fundraising

- Grade 6 Camp-Parent Meeting will occur in October.
- Henderson Field Trip in June
- Turkey Dinner
- **Looking for a new business to donate for celebrating successes**

13. Nutrition ~ Breakfast Program: Grab and Go healthy snacks

14. Volunteers ~ We are welcoming volunteers. Please contact your child's teacher or the office if you would like to volunteer. An online form must be completed.

15. Important Dates- Carnival November 27th, 2025

16. DREC/Faith Plan~ Justin Harper

- The new Faith Plan for 2025–2028, titled “Open Wide the Doors! Sent to Share Christ’s Love,” has been introduced.
- The theme draws inspiration from the imagery of doors, symbolizing openness and mission, and connects to the Jubilee Doors tradition.
- The plan builds upon the previous theme of being Anchored in Christ, and emphasizes being sent forth to share God's love.
- The visual design of the Faith Plan was first created by a Grade 11 student and features a three-tier structure as displayed in the windows:
 - i. Year 1 (bottom) – Know God
 - In Year 1, students will focus on knowing God through parables and short stories, with a particular emphasis on the Gospel of Luke.
 - ii. Year 2 (middle) – Love God
 - iii. Year 3 (top) – Serve God
- The first DREC meeting was held in early October and began with an opening Mass.
- National Truth and Reconciliation Day is coming up and will be acknowledged with appropriate reflection and recognition.
- Looking ahead, preparations are underway for Catholic Education Week and Catholic Education Day in October.
- Gospel Time will begin again this year starting next week and take place weekly on Wednesdays.



17. **Purchases~** Thank you to School Council for purchases last year. Thanks for supporting students and the school.

18. **Other~**

- Faith Report (see #16 in School Report)

- Treasurer's Report

École St Mary School Council Financial Report
as of Aug 31, 2025

Bank Reconciliation

Bank balance according to BMO	\$7,308.95
Less uncleared cheques	
Add uncleared deposits Chq 1910 Council funds transfer to bank	\$2,106.62
Bank Balance August 31, 2025	\$9,415.57

Income and Expense Activity

Opening Bank Balance Beginning of Year: \$9,749.53

Student Fees 2024/25	\$2,198.94
Subway Lunch	\$186.46
Carnival & Silent Auction	\$5,025.73
Boston Pizza	\$790.25
Taco Bell	\$462.39
KFC	\$371.06
Joey's Fish Shack	\$0.00

Total Income: \$6,835.89

Income and Expense Activity

Bank fees	\$2.50
Turkey Dinner	\$744.03
Instruments for school	\$673.47
Retirement gifts	\$144.47
Honorarium	\$150.00
Class Field Trips	\$440.87
Sports Day Drinks	\$381.77
Helmets & Art Supplies	\$326.22
Warwick School front sign	\$2,467.50
Henderson Pool Trip	\$1,543.35

Total Expenses: (\$6,874.18)

Book balance = School Council available funds: \$11,910.18

Commitments for 2025/2026 School Year

Field Trip donations \$100 ea x 15 classes	\$1,500.00
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Henderson Year End trip	\$1,000.00
Grade 6 camp	\$2,000.00
Gym upgrades	\$2,000.00
iPads	\$3,500.00
Tshirts for 2025/26 year	\$1,200.00

Total Commitments: \$11,200.00
Funds after commitments: \$710.18

Motion to accept all reports above by Andrea, second Jeremy, All in favour.

4. Old Business

- Review of Action Items from Previous Meeting
- Updates
- Ongoing Projects
 - ❖ School T-shirts – teachers will size

5. New Business

- Discussion of New Initiative
 - ❖ New ideas need to be communicated with Chair prior to meeting to ensure added to agenda.
- Planning for Upcoming Events
 - ❖ School Carnival – Nov 27
- Hot Lunch
 - ❖ Discussion of Hot Lunch Coordinator – Heather volunteered for this position.
 - ❖ Set date and select restaurant(s)
 1. October 22nd, 2025
 2. The rest of the dates tabled to the next meeting
- New Ideas
 - ❖ Place holder for items brought forward to Chair

6. Guest Speaker/Presentation

- (Place holder)

7. Closing Remarks

- Samaritan Stars –
 - ❖ Heather – To the new parents joining the meetings.
 - ❖ Brody – To Sara and Tara in the office for handling the recent craziness.



- ❖ Kiera – To the new executive team for stepping up.
- ❖ Justin – To Brody and Lindsay for leading the family blessing.
- ❖ Kiera – To everyone in attendance for their continued support and presence.

- Next Meeting Date – October 16, 2025

8. **Closing Prayer**

9. **Adjournment – 7:54pm**