School Council Meeting

5427 - 50th Street, Taber, Alberta T1G 1M2
Phone: (403)223-3165 Fax: (403)223-4233

Date: Oct 21, 2026

Time: 5:45 pm

Attendance:

Name	Position	In Attendance	Regrets
Josh Van Uden	Principal	☑	☐
Carolyn Siemens	Associate Principal	☐	☑
Laurie Kerkhoff	Chairperson	☑	☐
Jessica Robbins	Vice-Chairperson	☑	☐
Amanda Olson	Secretary	☐	☑
Nicole Elliott	Treasurer	☑	☐
Tom Machacek	Trustee	☑	☐
Teagan Church	Student Reps	☐	☑
Hawley Lequiere	Teacher Rep	☐	☑
David Wilson	Parish Reps	☑	☐
Tamara Miyanaga	Community Rep	☐	☑
Kim Fletcher		☑	☐
		☐	☐
		☐	☐
		☐	☐

	AGENDA ITEMS 1. Call to Order Items 2. Reports and discussion 3. Other Business: a) Sign 2026 School Council Operating Procedures approved at previous meeting b) School Council expenses for Back to School BBQ c) Academic Awards letter for donation 4. Additions to Agenda a) Food and Flag 5. Next Meeting Date 6. Adjournment
1. Call to Order a. Opening prayer and treaty acknowledgment b. Welcome and introductions. c. Approval of Agenda d. Approval of last meeting's minutes	MEETING NOTES AND ACTIONS The meeting was called to order at 5:45 p.m. by Chairperson Laurie Kerkoff. a. The opening prayer was led by Josh Van Uden. The Treaty Acknowledgement was led by Laurie Kerkoff: Holy Spirit Catholic Schools acknowledge that the land on which we gather is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in southern Alberta. b. Welcome and Introductions c. Item 4 (a) - Food and Flag - was added to the agenda. Moved by Jessica Robbins that the agenda for the October 21 Parent Council meeting be approved as amended. The motion was seconded by Kim Fletcher. Carried. d. The motion to approve the minutes from the Sept 21,2026 meeting as circulated: Jessica Robbins (via email on Sept 22, 2026) 2nd:Nicole Elliott. Carried.

2. A. Principal's Report - Josh Van Uden	Josh Van Uden presented the Principal's Report and included the following: **-Lockdowns and Firedrills** A fire drill was performed recently at the school which included having the Taber Fire Department on site, as they were training some new recruits. There have been no changes to the procedures for the fire drills at the school. A review of safety procedures was done recently, and as a result of this, a new door camera was installed at the front door. More signage is still needed to clarify which button visitors need to push. **-Provincial Achievement Tests** IMPORTANT TO NOTE: Because we are piloting the new curriculum in Grade 7-9 social and math, our K & E students in math and social will not write the Grade 9 PAT. They are exempt. **-Permission Click** The school is moving towards having all permission forms done on Permission Click rather than using paper, as it is a more efficient process. However, if there are some parents or guardians who still want to use paper forms, they will be accommodate. -**Marked By God Conference** This conference was held on October 15 and 16, with 24 Catholic School Divisions from across Alberta participating. It was also supported by the Superintendents and Trustee associations. There were approximately 450 people in attendance. **-Important Upcoming Dates:** October 18-23 - Catholic Education Week October 22 - Parent/Teacher Interviews - 4:00-7:00 p.m. October 23 & 24 - Big Storm Tournament - Door volunteers are needed for this tournament. We do not have a girls Big Storm team this year but our boys team will be in the tournament. October 26 - Council of School Councils - 6:00 p.m. October 29 - Friends of St. Mary's Meeting - 7:00 p.m. - This group is looking for new parents to join. In the spring, they might hold one of their meetings directly after the Parent Council meeting to get more attendees. October 30 - **Halloween/Liturgy Changes** - Halloween on a Friday

	- Period 1 8:30-9:10 - Period 2 9:10-9:50 - Period 3 9:50- 10:30 - Period 4 10:30- 11:10 - Liturgy/CRM11:10-11:40 (Gym) - Parade/Assembly 11:40-12:05 (Gym) November 5 - Academic Awards - 5:00 p.m. November 10 - Remembrance Day Ceremony - 2:00 p.m. November 26- 28 - 2A Boys Provincials - Volunteers are needed to help in all areas for this tournament. Fundraising has been going well.
2. B. Associate Principal's Report - Carolyn Siemens	Josh Van Uden presented the Associate Principal's Report in Carolyn Siemens' absence and included the following: - We are celebrating Catholic Education week. We have advertising on media, videos were made and shared, religion classes have focused on it throughout the week and our morning prayer does as well. We are featured in the video from Tuesday about Charity and the Gift of the Holy Spirit. - Grade 9 Students were at the Southern Alberta Collegiate Institute for Careers in Care program - Grade 7s attended the division Pow Wow - Having Eagle Spirit Nest Community Association will being doing a beading class for some students in November - We had Speaker of the House Rick McIver do a mock Legislature with our grade 7 & 8 classes. - We had our IPP Day to get them all completed - Friends of St. Mary's meeting on Oct 29 @ 7 pm
2. C. a. Chairperson Report - Laurie Kerkhoff 2. C. b. Vice Chairperson Report - Jessica Robbins	Laurie Kerkhoff presented the Chairperson's Report and included the following: **Important information and meeting dates from Holy Spirit Catholic School Board** **1. <u>Renewal of ASCA Membership</u>** The Board approved the renewal of our division's membership with the Alberta School Councils Association. This is a great resource for anyone new or returning to School Council. For more information, or to contact them, visit http://www.albertaschoolcouncils.ca/. ASCA requests school councils to do the following:

Please notify your School Councils that they are ASCA Members, and remind them to update their School Council Contact Information (if/when it changes) by completing this online form. (https://www.albertaschoolcouncils.ca/contact/current-contact-information) It is this information used to create a login profile for the Members Only section.

2. 2026/2027 Meeting Dates for School Council and the Board - UPDATED!

The Board annually meets with School Councils Chairs 3 times a year to discuss matters of mutual interest. This year an additional meeting has been added as the Board is in the beginning stages of creating the division's new strategic priorities for 2027-2030 and would like the input of school councils. The meeting dates are as follows and a schedule with full details attached:

- Monday, October 26, 2026
- Monday, November 30, 2026
- Monday, March 1, 2027
- Monday, June 14, 2027

The Chairperson and/or Vice Chairperson from each Parent Council should try to attend these meetings.

3. School Council Trustee Liaisons for 206-2027

The following is a list of Trustee school liaisons for the 2026/27 school year:

School/School Council	Trustee	Email
Catholic Central High School	Carmen Mombourquette	mombourquettec@holyspirit.ab.ca
Children of St. Martha	Roisin Gibb	gibbr@holyspirit.ab.ca
Ecole St. Mary	Roisin Gibb	gibbr@holyspirit.ab.ca
Father Leonard Van Tighem	Linda Ellefson	ellefsonl@holyspirit.ab.ca
Our Lady of the Assumption	Tricia Doherty	dohertyt@holyspirit.ab.ca
St. Catherine School	Cheralan O'Donnell	odonnellc@holyspirit.ab.ca

	<table><tr><td>St. Francis Junior High School</td><td>Tricia Doherty</td><td>dohertyt@holyspirit.ab.ca</td></tr><tr><td>St. Joseph School</td><td>Kevin Kinahan</td><td>kinahank@holyspirit.ab.ca</td></tr><tr><td>St. Kateri Elementary School</td><td>Cheralan O'Donnell</td><td>odonnellc@holyspirit.ab.ca</td></tr><tr><td>St. Mary (Taber)</td><td>Tom Machacek</td><td>machacekt@holyspirit.ab.ca</td></tr><tr><td>St. Michael's (Bow Island)</td><td>Tom Machacek</td><td>machacekt@holyspirit.ab.ca</td></tr><tr><td>St. Michael's (Pincher Creek)</td><td>Blake Dolan</td><td>dolanb@holyspirit.ab.ca</td></tr><tr><td>St. Patrick FAE</td><td>Carmen Mombourquette</td><td>mombourquettec@holyspirit.ab.ca</td></tr><tr><td>St. Patrick (Taber)</td><td>Tom Machacek</td><td>machacekt@holyspirit.ab.ca</td></tr><tr><td>St. Paul Elementary</td><td>Bob Spitzig</td><td>spitzigb@holyspirit.ab.ca</td></tr><tr><td>St. Teresa of Calcutta School</td><td>Bob Spitzig</td><td>spitzigb@holyspirit.ab.ca</td></tr><tr><td>Trinity Learning Centre</td><td>Kevin Kinahan</td><td>kinahank@holyspirit.ab.ca</td></tr></table>
2. D. Treasurer Report- Nicole Elliott	Nicole Elliott presented the Treasurer's Report and included the following: With more parent council dues being paid, we are are at $1,050.70 in the parent council account and the same balance remaining in the grant account at $717.79
2. E. Trustee Report - Tom Machacek	Tom Machacek presented the Trustee's Report and included the following: 1) At the meeting on October 26, the Board of Trustees will be reviewing the mission and vision statements of the school division. They would like to get input from the Parent Council members who are able to attend. This discussion will be facilitated by Peter Szumlas. 2) Lockdown procedures will be reviewed and division-wide changes are likely to be made. The recent incident that affected LCI and

	CCHS has prompted this review. If there is a lockdown at a school in Taber, it could prompt others to be locked down as well. There will need to be coordination between the Holy Spirit schools and the Horizon schools if this happens, and our School Resource Officer and the Taber Police Service are committed to the safety of our students. 3) Trustees were encouraged in a letter from the bishops of Alberta to vote at the recent referendum.
2. F. Teacher's Report - Hawley Lequiere	As Hawley Lequiere was absent, there was no Teacher's Report presented.
2. G. Student Report - Teagan Church	No Student's Report was presented. We are looking for new student representatives.
2. H. Parish Report - Deacon Brian Kinahan/David Wilson	David Wilson presented the Parish Report and included the following: As we work to continue deepening the relationship between the parish and the school, we are starting with the following: Deacon Brian will be present once a month at a Friday liturgy, to provide a short homily on the Gospel reading for the following Sunday Gospel. This will begin this month on October 23. This year Deacon Brian will provide opportunities for classes to participate in adoration of the Blessed Sacrament. We plan to have this adoration twice through the year. Deacon Brian will also be attending Junior high religion classes on Oct 28 and is available to participate in religion classes throughout the year at the teachers request.

	We will also look to have parishioners participate in the monthly soup day by encouraging volunteers to assist in providing and serving soup. Finally, this past Thursday, St. Vincent de Paul Society of the parish was blessed to have the grade 9 class come to the church to assist us with reorganizing bedding that we provide to the needy of our community. All our volunteers were very blessed by how well they worked with us. Josh Van Uden added the following to the Parish Report: Excellent feedback was received regarding the grade 9 visit to the parish. This might become an annual event. Deacon Brian Kinahan met with Josh Van Uden recently to discuss ways to help the school and parish connect. There is a mass being held on November 2 for all souls, which is where special candles are lit for the deceased. Tamara Miyanaga added the following to the Parish Report: Photos are being done of our members for the parish directory. If anyone is not able to have their photo taken, photos can be submitted but we can only accept up to 20% of the total photos as submissions. Everyone is encouraged to participate. Laurie Kerkhoff added the following to the Parish Report: Forty hours of devotion is being held from November 16 at 3 a.m. until November 17 at 7:00 p.m., then a mass will be held at 7:00 p.m.
2. I. Community Member Report - Tamara Miyanaga	Tamara Miyanaga presented the Community Member's Report and included the following: Town of Taber https://www.taber.ca/home/showpublisheddocument/15731/636926440716157000 Halloween Party - October 31 - 5:30 - 8:30 p.m. - Volunteers are needed Free Swim - November 20 - 7:00 - 9:00 p.m. Free Public Skating Fridays- 6:45-7:45 p.m. - Sponsored by Kinsmen Coffee with Council - October 22 - 7:00 - 8:00 p.m. - Parkside Manor Coffee with Council - October 23 - 11:00 a.m. - 12:00 p.m. - Taber Library

	Taber Public Library https://www.taberlibrary.ca/services/albertawide-borrowing# Jingle Sale Volunteers - November 20- 21 Family Movie Night - 6:00 - 8:00 p.m. There are amazing online resources. Outside resources that can be borrowed from the library include snow shoes, metal detectors, giant games and skates. Taber Food Bank The food bank is preparing for Christmas hampers. Stuff a Bus - December 1 My City Care This organization is preparing for Christmas gifts. Baby kits, clothing and household items would be appreciated. It was emphasized that the Taber Food Bank and My City Care will have great demand this year.
3. Other Business A. Sign 2026 School Council Operating Procedures approved at Sept 21, 2026 meeting. B. School council expenses for Back to School BBQ C. Academic Awards letter for donation	Laurie Kerkhoff presented the following under Other Business: A. Council members signed approved School Council Operating Procedures from Sept 21, 2026 meeting. B. Laurie Kerkhoff submitted receipts for a storage tote, popcorn bags, photo paper and candy used to promote School Council involvement at the Back to School BBQ in the amount of $75.01. Moved by Nicole Elliott that the Parent Council approve of the expenses incurred in the amount of $75.01 by Laurie Kerkhoff for the Back to School BBQ. The motion was seconded by Kim Fletcher. Carried. C. Laurie Kerkhoff read an Academic Awards letter from Josh Van Uden requesting donations for plaques and scholarship awards. Moved by Nicole Elliott that the Parent Council approves of donating $300 to St. Mary's School for academic awards. The motion was seconded by Kim Flethcer.

	Carried. Tom Machacek added the following: Trustees usually sponsor the religion award for each grade and that the amount of the award has been $20 for the previous 5 years. He asked for input from Parent Council members regarding increasing this amount due to inflation.
4. Additions to Agenda **A. Food and Flag**	A. Food and Flag On April 14, 2026, we held the first Food and Flag event at the school. Students, parents and members of the parish were invited to bring dishes popular in other countries to share with event attendees. It was well-received, although some clarification would be beneficial regarding the amount of food to bring.
Next Meeting:	The next meeting will be held on November 18, 2026 at 5:45pm in SMS library
Adjournment:	The meeting was adjourned at 6:42 p.m. by Chairperson Laurie Kerkhoff.

Via email Jessica Robbins made a motion that the minutes from the SMS Parent Council meeting on October 21, 2026 be accepted as presented. Amanda Olson seconded the motion. Carried.