

EPS School Council Meeting

September 18, 2025

Learning Commons & MS Teams

Attendees:

Admin: Jason Fech and Erin Warburton

President: Meghan Zubot

Vice President: Peter Doyle

Secretary: Melissa Sawatzky

With regrets:

In-person or online: Kaitlin Santoni, Mya Khan, Risa Desa, Jill White, Ella McMillan, Melissa Sawatzky, Mary Witcher, Jillian Wyne, Lindsay Cummin, Natalie Carleton, Christie Martin, Katie Clayton

Quorum achieved (minimum of 9)

Council

1. Last Meeting Follow-up (5 minutes) - Meghan Zubot

- A. Approval of [Minutes from previous council meeting on May 8 2025](#) - Melissa Sawatzky second; approved

2. New Business

- B. Approval of agenda - Kaitlin Santoni second; approved
- C. Parent topics:
 - a. Teacher contact - parents are permitted to contact the teachers if they have questions or concerns about their child (do not have to wait for formal parent-teacher sessions)
 - b. Field trips - parents always welcomed but just need to be confirmed beforehand and police checks done
 - i. Dates and times will be coming soon
 - c. Library book suggestions - parent request that books be organized or labeled to be clear the ages they are recommended for, and/or guidance provided as students choose their reading material

- d. Info about what students are learning - parent request that teachers continue to build on how they are updating parents about what is being worked on in classrooms through Friday updates or other (discussion about app use but it was mentioned that time/expense wouldn't be covered under CBE budgets)
 - e. Extra topic added - lice - reminders and communications regarding cases are being sent out across age groups now rather than just to one class; as a result it probably seems more prevalent than it is - 3 cases reported in September. More reminders and info will continue to be provided in communications.
- D. Halloween dance and haunted house - dance and haunted house - need someone to spearhead soon if it's going to happen, will go to Grade 6 room parents first as they traditionally take it on - Mya offered to assist as well. Meghan will put together communication for Grade 6 room parents.
- E. Grade 6 Grade - Jalaine Lewko taking this on to oversee, will need volunteers.
- F. Council Email list - signup included in the welcome packages, about 50 names.
- G. Fall fair review
- a. 320 tickets sold, slightly less than year, spent \$1247 (typically break even, this year we did not receive Spolumbo's sausages and so bought pizza).
 - b. Jill W. brought up last council meeting there had been discussion to switching to the spring for 2025/2026 year. Will delay to Spring 2026 to determine for following year as there will also be centennial.
- H. Society update - Risa Desa
- a. Updated numbers needed from Jason on birthday book and school fee fundraising
 - b. Volunteers in place for fun lunch and birthday program (Candace Dang); society will manage the skip the depot program
 - c. Need insurance for the year - \$1M coverage and costs around \$500
 - d. Society AGM moved up to Oct 29 2025 7PM to 8:30 PM. Risa will book room at school with Mary-Lou. Financial statements will be prepared for then. (It was noted we need 9 in attendance and society also needs to give a month notice for AGM).

Administration

1. Principal's report

- A. Enrollment & Staffing - very close to forecast with minor changes
- B. Literacy and numeracy focus (literacy focus this year on functional writing)
- C. School development plan
- D. Still looking for parent engagement for centennial planning (open house in the spring for the whole community, a lot of opportunities on where to take it)

- E. Mountain of warmth - clothing has been saved from last year and prepared to give over to James short (and the 3-6 school they share a playground with). An inventory can be done and the school will provide any specific asks.
- F. Opera - very exciting residency this year; shows will take place June 4 (afternoon and evening) and June 5 (morning show)
- G. Grade 5 and 6 at Camp Chief Hector - delayed to Nov 18-21 to avoid conflict with potential strike orders
- H. Note on lunch incidental fees - optional \$10 - school uses this to purchase equipment and supplies that are used indoors during poor weather etc.; Meghan suggests school also provides a list of useful items that can be donated for this purpose as families may have items on hand or be more likely to buy and donate a specific item (examples: muffin tins, piping, kitchen sink)
- I. Parent volunteers needed for picture day
- J. [Full report is here](#)

Next Meeting

1. New agenda items

2. Next meeting is set for November 20 at 6:30 PM