



02 September 2026

Hello Families,

The School Council and Fundraising Association will be holding the 2026-2027 AGM on Wednesday September 23rd, 2026, at 6:00pm in the staff lounge at CTK.

Anyone who is the parent/legal guardian of a child(ren) attending CTK may attend these meetings and volunteer for a position on the council.

At this meeting, will be elections for the positions of

<u>School Council</u>	<u>Fundraising Association</u>
Secretary	Vice-Chair
	Casino Chair
	Secretary
	Treasurer

If you are interested in any of the positions, please attend the in-person meeting.

- These positions are a two-year term.
- Typically, the position of Secretary is for both the School Council and Fundraising Association.
- Book-keeping/Financial background is an asset for the treasurer position, but not a requirement.

Please email the School Council at christtheking.schoolcouncil@gmail.com if you have any questions.

Until then.

CTKCS School Council and Fundraising Association Executive

Position duties are as follows:

School Council Secretary

Unless otherwise delegated, the Secretary of the School Council will:

Act as a recorder at each meeting and ensure that the minutes are prepared accurately to reflect the directions agreed to at the meeting.

Keep minutes, correspondence, records, and other School Council documents, and ensure that all relevant documents (as per legislation) are available to the public in an accessible location in the School, for a period of 7 years.

Maintain a dated record of all the Members of the School Council who have knowingly provided their contact information, in compliance with PIPA.

Distribute, as determined by the School Council, agendas, minutes, notices of meetings and notices of other events.

In the absence of the Secretary, the School Council shall choose a recording Secretary for the meeting.

Fundraising Secretary

It shall be the duty of the Secretary to attend all General Meetings of the Membership and Meetings of the Board, to keep accurate minutes of the same, and to prepare these for distribution.

In the absence of the Secretary, his/her duties shall be discharged by such Officer or Director as may be appointed by the Board.

The Secretary shall have charge of all the correspondence and/or documentation of the Association and be under the direction of the President and the Board.

The Secretary shall keep a Register of Members of the Association and their contact information, as required by the Societies Act, and shall send all Association correspondence/notices as required.

Fundraising Treasurer

The Treasurer shall receive all monies paid to the Association and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union, or Treasury Branch the Board may order.

The Treasurer shall properly account for the funds of the Association, keep such books as may be directed and disburse funds as required.

The Treasurer shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting of the Membership a duly audited statement of the financial position of the Association and shall submit a copy of same to the Secretary for the records of the Association.

The Treasurer will prepare, and submit with Board approval, any financial reports required by organizations and agencies in a timely manner.

The signing authorities of the financial accounts will be a minimum of two of the four elected Officers of the Association.

Fundraising Association Vice-Chair

The Vice-Chair shall assist the Chair in all Association activities and will carry out other duties assigned by the Chair.

In the event of absence, resignation, incapacity, or extended leave of absence of the Chair, the Vice-Chair shall fulfill the Chair's responsibilities. In the absence of both the Chair and the Vice-Chair from meetings, a Chair may be elected or appointed at the meeting to preside.

The Vice-Chair will be copied on all Association communications and will review any communications to the membership, parent body, School community or public prior to distribution.

Casino Chair

Unless otherwise delegated, the Casino Chair will, on behalf of the School Council and Fundraising Association:

Liaise with the AGLC (Alberta Gaming, Liquor and Cannabis Commission) and the School Council regarding any Provincially regulated fundraisers.

Liaise with the assigned casino, casino advisor and acquire the necessary volunteers for the assigned casino.

Acquire and assist in completing and filing all necessary paperwork regarding any provincially regulated fundraisers.





Christ the King Catholic
Elementary/Jr High School
School Council and Fundraising Association

180 McConachie Dr. NW
Edmonton AB T5Y 0K9

**AGENDA
FOR**

School Council AGM

Wednesday September 23, 2026
6:30 pm, CTK Staff Lounge

- A. Call to order
 - a. School Prayer and Land Acknowledgement
 - b. Housekeeping and Introductions
- B. Approval of the minutes, from June 24th general meeting
- C. Old Business
- D. New Business
 - a. Nomination and Election of Board positions
 - i. Secretary
 - b. Principal and Admin address
 - i. New staff
 - ii. Budget
 - iii. Enrollment
 - iv. School Fees
 - v. Construction/Modulars
 - vi. Yearbook
 - vii. Other questions
- E. Closing Comments
- F. Next Meeting
- G. Adjournment

**AGENDA
FOR**
Fundraising Association AGM
Wednesday September 23, 2026
CTK Staff Lounge

- H. Call to order
 - a. School Prayer and Land Acknowledgement
- I. Approval of the minutes, from June 24th general meeting
- J. Old Business
- K. New Business
 - a. Presentation of '2025-2026 School Council Report'
 - i. Call for two parent members to sign presented report
 - b. Nomination and Election of Board positions
 - i. Co-Chair
 - ii. Casino Chair
 - iii. Secretary
 - iv. Treasurer
 - c. Financial Report
 - d. Fundraising Campaign Updates
 - e. Hot Lunch Update
 - i. Elementary
 - ii. Junior High
 - f. Casino Update
 - i.
- L. Closing Comments
- M. Next Meeting
- N. Adjournment

School Prayer

Christ the King our Lord and Savior,
Transform me into Yourself.
May my hands be the hands of Your work.
Grant that I may live in You, by You and for You.
Amen

Treaty 6 Land Acknowledgement

We acknowledge that we are on the traditional land of Treaty 6 and homeland of the Métis. We also acknowledge the Inuit and other diverse Indigenous peoples whose ancestors have marked this territory for centuries, a place that has welcomed many peoples from around the world to make their home here.

We, at Edmonton Catholic Schools, commit to restoring and honouring the Truth and Reconciliation calls to action; we strongly believe that truth must be acknowledged to move forward to reconciliation. Together, we call upon all our collective communities to build a stronger understanding of all peoples who dwell on this land we call home.

Council Contact Information

School Council: christtheking.schoolcouncil@gmail.com

Fundraising Association: christtheking.fundraising@gmail.com

Fundraising Association (casino): christtheking.frac@gmail.com

Christ the King Catholic Elementary/Jr High School Council and Fundraising Association



17.06.2026

6:00 PM

CTK Staff lounge

2025-2026 Year

School Council executive:

Chair, Alex G.

Vice-Chair, Ortenzia N.

Secretary, Katherine Q.

Treasurer, ~~Blair G.~~

Fundraising Association executive:

Chair, ~~Samantha L.~~

Co-Chair, Alex G.

Secretary, Katherine Q.

Treasurer, ~~Blair G.~~

Casino Chair, ~~Anna K.~~

Christ the King staff:

Principal, Kelly Laxdal

Assistant Principals:

1) Kristy McCoy

Staff Representative:

Members at Large:

Sangeeta M, Nick M

Invited Guests:

Meeting Minutes

School Council

Call to Order at 6:12 pm

School Prayer

Treaty Recognition

Introductions - Round table introductions.

1) Review of May school council's meeting minutes:

- Nick motion to approve
- Ortenzia second
- All in favor - Motion passed.

2) Principals Report Bulletin:

- Staffing - CTK is short three grade 6 teachers, Kelly says the district is short 135 teachers overall. The recent new hire is a junior high teacher. VP - Michelle Koshka is leaving and VP - Julie-Ann Dron is replacing her.
- CTK is currently ahead of budget by \$20,000. School enrollment is 1221 and next year's enrollment sits at 1179.
- School fees and supply lists are posted on the website.
- Vision statement posted on the website and everything is up to date on the calendar.

- There will be 13 new teachers next year!
- Teacher and Principal emails will continue, parents enjoy the weekly update.
- Sports - Flag football was a success, considering floor hockey as the next sport to bring in. Scheduling might be an issue with slow-pitch and basketball times.
- AGM is scheduled to be the third week of September for the parent council.
- CTK will pilot the new curriculum for junior high. Phys.Ed and wellness will go together, social, math will be rolled out to grades 7,8,9. Teachers to determine how they will be rolled out.

Closing Comments - Call to close 6:56 pm

Fundraising

Call to Order 6:57 pm

- 1) Review of May school council financials:
 - Ortenzia motion to approve
 - Nick second
 - All in favor - Motion passed
- 2) Upcoming Fundraisers:
 - Steve and Dan's Fundraising - September
 - Little Caesar Pizza Kits - October/November
 - 50/50 - December
 - Purdy's or Coffee - January/February
 - Class Contest Raffle Draw - March
- 3) Review of Financials - *Due to technical troubles, financials were not available
- 4) Fire House Subs gave a \$350 gift card. Can we use the gift card as the reward to the class contest fundraiser?
- 5) Healthy Hunger -
 - Leah asked to be the coordinator for elementary lunch.
 - Leah to manage elementary healthy hunger
 - Jodi to maintain junior high healthy hunger
- 5) No Casino Update
- 6) Kelly requests to hold \$30,000 for the school.
 - Ortenzia motion to approve
 - Nick second
 - All in favor - Motion passed

Call to close at 7:17 pm