

St. Elizabeth School Council Minutes – September 9<sup>th</sup> @ 6:30pm

In Attendance

EXECUTIVE	MEMBERS AT LARGE
Chair/Co Chairs - Mark Hatt  Secretary - Sabrina Saltarelli  Treasurer(s) - Danielle Thiebeault and Leigh Anne Simpson  Community Representative - ?  Spirit - Sheri Urquhart, Jennifer Russle  Parish Representative - Mrs. Venditti  Fundraiser – Leighanne Simpson and Katrina Arevalo *Cecila VanToonk absent but possibly interested in the community representative role.	

Welcome and Prayer - Meeting called to order at 6:30pm and led us in prayer.

Old Business:

Executive Updates:

Spirit - Sheri

- Bubblegum blowing contest was a success. Some feedback received was to consider the date (busy time of year with report cards) and consider a sugar free gum for future.
- Discussion around including students on a Spirit committee to assist in school with promotion, ballots and new ideas / student feedback. **ACTION:** Sheri to work with Jo to identify students, expectations and plan to have student committee in place by year end and to be successful for next year.
- Upcoming Spirit days: Feb 27 – Wear Pink in support of Anti-bullying; Mar 7 – Pyjama Day

Fundraising -

- The Halloween Dance Fundraiser is quickly approaching. The Halloween dance was a great success. It's a healthy and positive way for them to celebrate Halloween. Staff noticed the students really enjoyed it. The Grade 8's will be here to participate this year.
- Last year's prizes were revisited - Top Seller prize (100.00) and Chromebook (raffle tickets). Parents donated prizes. Council discussed how much money to allocate to prizes. The information from last year was unavailable at tonight's meeting. A group will meet next week to discuss what needs to be done before the next council meeting.
- The use of intermediate students promoting the spirit theme days (working along with Sherri) was a great success last year. The Google announcements were also very helpful. **ACTION:** Joe and Sherri will get the intermediate group together again to begin brainstorming ideas for Spirit Days.
- Bubblegum contest (Possibly the day before March Break, or the day before a PD Day). Last year's date in January was deemed not a great time by school staff. **Action:** Sheri looking into possible date before March Break

- Hespeler Rocks - Some of the kids wanted to take them home. Sheri will seal the ones that will be displayed at the school. **ACTION:** Sheri will work on getting the message out this year.
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#### Treasurer Report –

Halloween Dance raised approximately (\$6000.00), Valentines Dance (\$4700). Overall, the school raised about \$10,000. Starting balance this year of approximately 5400.00. Numbers will be finalized as soon as Michelle receives the finalized total cost of the projector and screen purchased last year. The money left over was intentional. Council needed to have a hefty balance in order to buy prizes for the Halloween Dance for this Fall (2019). Allocations will be discussed at the October meeting.

Copy of Report can be uploaded here:

#### New Business:

**Meet the Teacher Night Volunteers** – Jo is looking for parent volunteers to help support the parent table after you have visited your children's classes.

**Agendas/Parent Communication** - Agendas will likely arrive at the end of September. The junior teachers will be using Google Classroom as a form of communication with parents. Some members wondered about possibly finding a way to inform our parents about how to use Google classroom appropriately/be respectful of privacy.

**Eco Team** –Lots of interest from student! Lights are in for the Growing Tower. Eco Team will have a campaigning crew, recycling crew, growing crew. Mrs. Venditti looking forward to a great year with the Eco-Team. The school is going to take some steps to reducing our carbon footprint. Staff is beginning the initiative in the staffroom.

**Yearbook** - Kim (Library Technician) will work along with the students to create the school yearbook this year.

**Meet the Teacher Night-** Jo will be setting up Chromebooks for parents to sign up for Newswire in order to get more parents receiving school news.

**Choir** - Mr. Hewitt is looking into organizing a choir to sing at the National Anthem at a Kitchener Rangers game.

**Principal Report** - Several new staff members this school year.

**Safety** – There was some vandalism to the school yard early in the year. **Action:** the school is being patrolled more regularly.

## Principal Update - Jo

**Staff Update** – Several new staff at the school this year including:

Ms. Bowdring - Library Technician Ms. Butter - JK/SK teacher Ms. Baltran - Grade 1 teacher Mr. Hewitt - Grade 8 teacher Ms. Milligan - Planning Time teacher Mrs. Forde - Itinerant Health teacher Ms. Baker - DECE Ms. Fernandes - Temporary DECE (until Ms. Malcolm returns) Ms. Rochon - CYCW Mrs. Argo - Temporary Lunch Hour Supervisor (until May)

- **Upcoming School Council Meeting Dates**

Here are the dates of our meetings throughout the year:

Monday, October 7, 2019

Monday, November 18<sup>th</sup>, 2019

Monday, January 13, 2020

Monday, February 10, 2020

Monday, April 6, 2020

- **Upcoming School Events**

- Wednesday September 25 (Meet the Teacher)
- Thursday September 26 (Terry Fox Walk)
- Monday September 30 (Orange Shirt Day)
- Thanksgiving Food Drive Begins Monday September 30<sup>th</sup>)
- Tuesday October 1<sup>st</sup> (Opening School Mass)
- Wednesday October 2<sup>nd</sup> (First Communion Parent Meeting at 7 pm)
- October 21<sup>st</sup>- October 25<sup>th</sup> (Waste Reduction Week)
- October 31<sup>st</sup> – Halloween Dance/Fundraiser
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**Chair's Update** – There was no chair update at tonight's meeting.

For role info – refer to [Catholic School Council Handbook.pdf](#) on the Board Website, or in summary:

**CHAIR** The chair is elected by members of the Catholic school council and, with the exception of the principal or other staff member, any Catholic parent member of the Catholic school council can be elected as chair. The chair, in collaboration with the principal, sets the Catholic school council meeting agenda (i.e., determines items suitable for council discussion). The Catholic school council chair must be very clear on the functions and responsibilities of the Catholic school council and must constantly ensure that Catholic school council discussions focus on improving the teaching and learning environment for all students rather than focusing on the specific or isolated issues of any one individual.

The responsibility of the chair is most evident when non-council members are in attendance and have requested to speak on an issue. In such instances, the chair must be prepared to tactfully focus discussion on issues rather than on individuals. The chair may choose to allot a specific period of time for discussion of an issue.

As a member of a Catholic school council, the chair:

- chairs the council meetings;
- in collaboration with the principal, schedules Catholic school council meetings and sets agenda items (see sample agenda in Appendix D);
- facilitates collaborative decision-making, seeks consensus, and resolves conflict;
- ensures council minutes are prepared and made available to the school community (e.g., posted on the school website);
- prepares the annual activity report of the Catholic school council for inclusion in the annual school report; and
- has voting privileges. Page 5.6 Catholic school council A Guide for Members (2002)

- reports a system level initiatives (e.g. Catholic Parent Involvement Committee, Accommodation Review Committee, Board of Trustees and Council of Chairs) Catholic school council chairpersons may also be responsible for compiling correspondence and communicating with others on behalf of the Catholic school council

**VACANCIES** A vacancy in the membership of a Catholic school council shall be filled by election or appointment in accordance with the by-laws of the council.

A vacancy in the membership of a Catholic school council does not prevent the council from exercising its authority.

**Officers**

- A Catholic school council must have a chair or if the bylaws of the Catholic school council so provide, two chairs. A chair must be a parent member who is and must be elected by the other members of the Catholic school council. A Catholic school council may have such other officers as are provided for in the by-laws of the council.
- A person who is employed by the board cannot be the chair or co-chair of the council.

**TERM OF OFFICE** The term of office for Catholic school council members is one year. The term of office runs from the later of:

- a) the date of the members election or appointment; and
- b) the date of the first Catholic school council meeting after the election, until the date of the first Catholic school council meeting after the elections in the following year.

A member of Catholic school council may be re-elected or re-appointed, unless otherwise provided by the by-laws of the council. There is no restriction as to the amount of time that a member can be re-elected.

Next Council Meeting: October 7<sup>th</sup>, 2019 @ 6:30pm in the Learning Commons (School library)