

CATHOLIC SCHOOL COUNCIL MINUTES

ÉCOLE CATHOLIQUE CATHÉDRALE

Date | time May 29, 2019 – 6:30 pm | *Meeting called to order by* Tiffany Emery

In Attendance

Tiffany Emery Murray, Sajida Shaikh Damji, Karen Crichton-Cadeau, Nienke Hoedeman, Sharon Drouin, Wendy McAdoo, Jordan McDonald, Melissa Norton, Trina Zeimbekis, Karen Baird, Amanda Charboneau, Shelleen Lamoureux, Anna Brown, Tanya Galjot,

Regrets

Tammy Aristilde

Opening Prayer – Hail Mary

Led by Principal Nienke Hoedeman

Review / Approval of April Minutes

Minutes were emailed to council before meeting. Nadia changed some typos. Approval of Minutes: Motioned by Sajida, Seconded by Melissa. Approved.

Approval of Agenda

Agenda were emailed to council before meeting. Approval of Agenda: Motioned by Sajida, Seconded by Amanda. Approved.

Goodwill Report: Sajida Damji

- Sajida will prepare the retirement / goodbye cards and gifts.
 - Helen Parfitt – learning resource assistant may not be back
 - Trish Stokes – educational assistance
 - Rebecca Rafuse – may not be back
 - Brianna Cauley – LTO ends
 - Tracy Weatherdone – LTO ends
 - Calea Bolton – LTO ends
 - Sharon Drouin, Mike Hardy, Diane Melanson-Howe retiring
- Karen C.C. made a motion to spend \$250 on gifts and cards. \$10 for leaving, \$50 for retirees. Karen B seconded. Approved.
- Assembly on last day of school to say goodbye. Karen & Melissa & Sajida will present to staff.

Follow Up Items

Teacher Appreciation Day Recap (Melissa)

- Great morning. Parents were very generous with their donations.
- We had enough prizes for every staff member.

2019-20 Elections

- Discussion about whether we will do elections in June or Sept. Consensus that September seems like a better time as more can be involved.
- Shelleen will take on hot lunch for September to have it going right away. Discussion about setting up orders on School Cash Online one month at a time so it is less confusing online for parents.
- ACTION:** Shelleen made a motion to move elections back to September. Wendy seconded. Approved.

Kinder Open House Package for New Parents

- Discussion about having a parent at the open house to talk about parent involvement at the school. Tie this in with Catholic School Council engagement. Karen C.C. will be there on behalf of council.
- Looking at adding some details to really attract parents to get involved.
- Christine has prepared a document about what council has done, some of the positions on councils, etc.

ACTION: Draft doc will be circulated by Tiffany with council to be edited and used for open house. Christine, Tiffany Karen and Melissa will put together, and Nadia will send photos as needed.

ACTION: Nadia will put together a promo banner for council. Won't be able to get it by Open House likely but will have it for Sept 2019. Sajida made the motion. Wendy seconded. Approved.

School Picnic (Karen)

- Costs & Budget
 - Ted Greenless Meats \$350 include 175 Precooked beef burger patties and 175 hot dogs (\$87.50 & \$262.50) – cheque issued by the school
 - KofC are bringing the BBQ and 7 volunteers but can only help on the original date.
 - \$40 for propane
 - Condiments, salads, plates, snacks, drinks and supplies \$360 + cost of veg patties and weiners.
 - Park Rental \$261. 83
 - Buns donated by Weston's Bakery 200 Hamburger and 200 Hot dogs.
- Estimated Total - \$1,011.83 + veg costs. + prize basket
- We need some coolers – if council members can bring with them.
- 3 cakes this year.
- Games – obstacle course
- Family Photo Scavenger Hunt – create a hashtag so we can get them for our social media #eccpicnic2019
 - Prize for random draw from those that participate.
 - BBQ family basket for family.
- Nadia made a motion to approve \$1100 for picnic. Sajida seconded. Approved.
- Volunteers to help the day of: Tiffany, Wendy, Bill, Scott, Greg, Sajida, Angela

Fundraising Update(Karen for Brandi)

- We need to be posting on social media about Jack Links. Deadline is May 31.
- Orders should be in in time for Father's Day.
- Nienke will email order list from school cash online
- June 11, 5 – 9 pm Indigo Night
 - There will be a gift to be won by a child of the school if they attend and fill out a ballot at store.
 - Looking for a celebrity reader (staff) during evening time slots
- **ACTION:** We will have to arrange a committee meeting at year end to go over this year's fundraising initiatives.

Council Minutes (Karen)

- We need to get minutes out right after meeting so all members and parents in general know about what is happening.
ACTION: Karen made a motion that we upload minutes to google doc. on meeting nights and then members in attendance will receive a link to google doc through email and go on and make comments to changes and then approve or disapprove minutes. They'll be passed by the following Monday and then go live online on school website. Melissa seconded. Approved.

Committee & Task Completion Dates (Karen)

- Discussion came up with a plan for committee reports and dates to have items done and we haven't been following through on those task and dates.
- Discussion about how we can ensure that we follow through.
 - Deadlines
 - Expectations to new executive about follow through, asking for help
 - Have action items at the start of every meeting on the agenda to go through and make sure of completion / accountability**ACTION:** Karen made a motion that we move forward with the above discussions. Melissa seconded. Approved.

Facebook Chat Groups (Tiffany)

- Reminder that wherever we are speaking as council that we are respectful and kind.
- We shouldn't be making council decisions on Facebook chats.

Year End Council Social (Tiffany)

- **ACTION:** Reservation will be made by Shelleen at Tango. Shelleen made a motion for \$100 for snacks. Wendy seconded. Approved.

Treasurer's Report: Christine Ferguson

- No Report

Teacher's Report: Sharon Drouin & Jordan McDonald

- Main Campus: Sharon Drouin
 - A big thank you for the teacher appreciation breakfast.
 - Cross Country Team – May 13 – Students did extremely well! Tyke Girls took 1st place, Tyke Boys took 2nd place. Cross Country Team took championship in B group (lower population schools)
 - Marathon Run at Caraco Field went really well. Fun and participation for students.
 - School Track & Field is Friday, May 31 – Grades 3 and up
 - Board Track & Field meet is on June 17th for Tyke & PeeWee and June 18th for Seniors
 - June 9th is Confirmation
 - May 26 – First Eucharist. Students gave council a thank you card for the missals. Pere Stephane delivered the missals and their certificates.
 - June Spirit Days – June 3 – Under the Sea or Dress in Blue Day (Kyte & Burtch classes are doing a study on pollution and environmental awareness – Global Sustainability Goals)
 - June 14 – 1st Canada Day – wear Canadian apparel
 - June 21 – Hawaii Day

- June 27 – Twin / School Spirit Day
- Early Years Campus (EYC): Jordan McDonald
 - May 21 – St. Mary’s Cathedral Trip to do a crowning of Mary and tour of the Cathedral. Students asked Fr. Shawn questions.
 - Roots of Empathy – Final visit with baby Ella next week.
 - Living things at the EYC now – butterflies, fish, tadpoles, snails
 - Open House Thurs June 20, 5-6 pm
 - Family Fun Day Friday, June 21st from 1 – 2pm for families to come and spend the hour with the kids.

Principal's Report: Nienke Hoedeman

- Transfer Rounds are posted now. More reports on staffing for next year at next meeting
- Author Visit on Sept 25 – Brian Cummings “North To Benjamin” - part of Kingston Writer’s Fest.
- New VP at the Campus – Lori Bryden

Next Meetings Dates and Times (Tiffany)

Wed, June 26 at 6:00 pm

Council Social to follow at Tango. All are welcome to attend. Budget for Council social \$100. Motioned by Shelleen, Seconded by Wendy. Approved.

Meeting adjourned at 7:52pm. Motion to adjourn by Tiffany, second by Karen B.

COUNCIL MINUTE APPROVAL

Please look over minutes above and if you have any edit suggestions you can make them on the document. If you are okay with minutes please add your name below to confirm your approval:

- Nadia Gundert
- Karen Baird
- Melissa Norton
- Amanda Charboneau
- Wendy McAdoo
- Shelleen Lamoureux
- Tiffany Emery
- Jordan McDonald
- Trina Zeimbekis
- Karen Crichton-Cadeau
- Anna Brown