

St. Thomas More Catholic School

234 Norman Rogers Dr., Kingston, Ontario K7M 2R4

Tel: 1 (613) 542.1575 Fax: 1 (613) 544.3970

flhpsttm@alcdsb.on.ca www.alcdsb.on.ca/school/sttm

STTM Catholic School Council Minutes

ATTENDEES: Annette Baker, Lisa Hopkins, Niki Hunter, Colleen Krasna, Darren McCaugherty, Sheryl Richardson, Andrea Stofen, Mia Yokoyama, Kelly Canning, Sandra Fragoso

REGRETS:

Date: **Wednesday, September 25, 2019** Start time: **6:30 p.m.** Recorder: **Kelly Canning**
 Location: **STTM Learning Commons** End time: **8:00 p.m.**

TOPIC	NOTES
Prayer	Lord, we are meeting today to conduct matters of business. Guide our hearts and our minds in the spirit of fairness, right thought and speech. Impart Your supreme wisdom upon our activities, so that our affairs may reach a successful conclusion. Thank you for being our source of guidance today. Amen
Acceptance of Last Meeting Minutes	To be shared at the October Meeting
Acceptance of Agenda	No changes
Introductions	All present introduced themselves.
Membership	School Principal reviewed the council membership and we discussed the election of Executive Positions. A Council shall be composed of the following members: a) Parents/guardians of students enrolled in the school; b) School principal; <i>Sandra Fragoso</i> c) One teaching representative; <i>Kelly Canning</i> d) One non-teaching representative; currently <i>not filled</i> e) One student (at the discretion of the Principal and Council); <i>to be determined</i> f) Parish priest or designate (parish representative); <i>Annette Baker</i>

	<p>g) One community representative appointed by the other members; <i>to be determined</i></p> <p>Election for Executive Positions on School Council</p> <p>a) Chair (Co-Chair) <i>Sheryl Richardson and Colleen Krasna</i></p> <p>b) Secretary <i>Mia Yokoyama</i></p> <p>c) Treasurer <i>Dianne Harris</i></p>
<p>Principal's Report</p>	<p>Ms. Fragoso welcomed Victoria Gibson, Erin Tryon, Tracy Raymond, Lois MacNeil, Chrissy Wood, Chris Szymus, Lindsay Curran, Kendall Lewis to STTM staff. Mrs Duffy had a baby boy in the summer and Mme LeMarche was married this summer and is now Mme Porporo. Charis Taylor retired as our Life Skills Special Education Teacher.</p> <p>Ms. Fragoso reviewed her beliefs that building relationships is key. We will have a team approach at STTM where every student feels valued, cared for and part of the school community. Our faith needs to be part of everything we do at STTM.</p> <p>Cash On Line is our preferred way of payment for anything school related. Our school secretary Mrs. Ouellette will help walk any parent/guardian through the registration and set up process.</p> <p>Our website is being updated. There is a calendar that keeps families up to date with what is happening at STTM. Student Announcement section is used to also let parents know what is happening.</p> <p>We have 249 students enrolled at STTM, 34 staff members and 3 lunch time supervisors.</p> <p>Our Open House BBQ was well attended by staff, students and families. Thank you to the KofC from St Joseph's Parish for barbequing the hot dogs.</p> <p>Friday, September 27th is a PA day. Half the day is spent on Safe Schools (Health and Safety) and the other half is spent on the beginning process of our SIPSAW (School Improvement Plan for Student Achievement and Well Being. We will also be looking for ways to integrate student voice and parent/guardian voice into our plan.</p> <p>Fresh Grade Classic is up and running. Parents/Guardians in grade k-6 should have received an invitation from the classroom teacher to join this online student portfolio. Please reach out to the classroom teacher if you have not.</p> <p>Important dates are on our website: October 8th Picture Day; November 6th Retake Day; June 18th Grade 8 Graduation; November 17th Confirmation.</p> <p>November 4th the Director of Education will be joining the STTM staff meeting.</p> <p>We have had two well run fire drills already. November 21st will be our Lockdown practice. Information will be coming home about the process.</p> <p>STTM Community Officer is Greg Anderson. He is open to working with our students/staff in a number of different areas depending upon student and teacher need.</p>

	<p>We are hosting Co-op students from Regi, St Lawrence College Behaviour Science Students, Youth Worker Placement Students and Queen’s University Teacher Candidates.</p> <p>Jessica Salmon (Communications Officer for ALCDSB) met with our Social and Ecological Justice Team to brainstorm ideas for the creation of a new STTM school crest.</p> <p>First Day of School Procedures were done differently this year. The staff felt it reduced student stress and feelings of anxiousness from waiting in the gym for their name to be called. One parent noted that some parents were unaware of what was happening and found it somewhat disorganized. Plan moving forward for next year will be that kindergarten students will go straight into their classrooms to avoid the congestion that was in the primary yard.</p> <p>Ms. Fragoso noted that busses are late coming to school in the morning. Some students are not arriving until 9:20 am when the school day starts at 9:10. School team to continue to monitor and discuss with Tri-board to see if there is a solution to this problem.</p> <p>As a school we are working on the messaging of “kind hands and kind words”.</p> <p>St. Joseph’s Parish donated \$500 to STTM. We are going to use the funds to purchase games for a board game club as well as to support indoor recess time.</p> <p>All Year One Kindergarten students received t-shirts with Class of 2033 from ALCDSB.</p> <p>Theme for Catholic Education Week this year is Ignite Hope.</p> <p>Director of Education is looking for a parent/guardian to sit on a committee to create a “history of our schools” video. Lisa Hopkins graciously offered to sit on the committee.</p>
Teacher/Staff Report	No report at this time.
Financial Report	<p>Ms. Fragoso shared the financial report as Mrs. Harris was unable to attend. \$500 needs to be moved from Catholic School Council account to STTM school account for the Christmas lunch donation. The money was approved last year but was never transferred over.</p> <p>There was a motion for Catholic School council to help support the cost of the Open House BBQ. Council agreed to pay ½ the costs of the BBQ.</p> <p>Council also has \$500 in the Parent Involvement Fund to be determined on what to spend. Ms. Fragoso did not review the suggested expenditures for 2019/2020. This will need to be done at the next school council meeting. We discussed the importance of celebrating and supporting the sacraments at STTM.</p>
Parish Report	<p>Mrs. Baker attended the St Joseph Parish Council Meeting where STTM was asked to continue with the tradition of hosting Hospitality Sunday. STTM has committed to November 24th and May 31th.</p> <p>October 7th the CWL is having a Mental Health Talk on “Loneliness.” All are welcome to attend.</p> <p>October 10th from 1 -3 pm is the St Joseph Fall Concert with Chris Murphy. STTM is wondering if they can send a group of students. Ms. Fragoso to look into it.</p>

	St Joseph Youth Group is starting up soon. School to send out the information as soon as it is received.
Community Report	No Community report at this time.

Next meeting: Thursday, October 24th, 2019 6:30 pm