



# OUR LADY OF PEACE

## Catholic School Council

### MINUTES

<b>NOVEMBER 16, 2020</b>		<b>6:30 PM</b>	<b>VIRTUAL VIA TEAMS</b>
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TYPE OF MEETING:	Catholic School Council Meeting #1
CHAIR (2020-2021):	Megan McCartney
CO-CHAIR: (2020-2021)	Patricia Boucher
SECRETARY: (2019-2020)	Amber Bastien
COUNCIL ATTENDEES:	Amber Bastien, Patricia Boucher, Jane Chandler, Laura Chisholm, Stephanie Dolan, Regan Dore-Anderson, Kristin Muzylo, Anabella Perrone, Rachele Fiore, Nitya Silveira, Ashley McInnes, Catherine McGavock, Camille Bardwell
REGRETS:	Megan McCartney
PARENTS IN ATTENDANCE:	Stephanie Krutzmann, Jacqueline Delevante
STUDENTS IN ATTENDANCE:	None

### AGENDA TOPICS

#### *Approval of Minutes and Agenda:*

MEETING OPENING	<b>Approval of Agenda:</b> First by: Catherine McGavock    Seconded by: Stephanie Dolan  <b>Approval of Minutes:</b> First by: Catherine McGavock    Seconded by: Stephanie Dolan
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### *Previous Action Item Review:*

Action Item	Person Responsible	Deadline	Resolved?
Ask public health about picture day.	R. Dore-Anderson	October 28, 2020	Completed
Share with staff that Council members are willing to help with Halloween wherever they are needed.	R. Dore-Anderson	October 30, 2020	Completed
Decision to be made about Poinsettias once Fundraising Committee meets.	All	October 30, 2020	Completed
Refresh flyer that is sent home to families regarding the information about Indigo and Mabel's Labels.	A. Perrone	November 16, 2020	In Progress
Post schedule of council meetings on website	R. Dore-Anderson	October 23, 2020	Completed
Discuss if we are going to purchase Sacramental gifts for both years of students.	All	November 16, 2020	Completed
Ask C. Bardwell to continue to be our Community Rep.	Chair/Co-Chair	November 16, 2020	Completed
The three appointed positions will be discussed at the next meeting to allow people to ask questions about those roles if they need to.	All	November 16, 2020.	Completed
Post tentative minutes – pending approval – on website	R. Dore-Anderson	October 23, 2020	Completed

### *Opening Remarks/Discussions/Points of Interest:*

The meeting opened with Mrs. Dore-Anderson reading a prayer, people in attendance participated in an ice breaker.

Council discussed the three appointed positions that are in need of being filled:

1. OAPCE = Anabella P. has been appointed to be the representative
2. Community Representative = Camille B. has been appointed to be the representative
3. Parish Representative = Rachele F. has been appointed to be the representative

Dove Tree – Camille B. has advised that sadly we will not be able to run the Dove Tree program as it has in previous years. Will be requesting that gift cards that will be distributed to the charities. Council may purchase items such as pajamas for donation. Consent forms to be sent out by November 27<sup>th</sup>. Gift cards need to be collected and distributed by December 18<sup>th</sup>.

### *Uniform Committee*

Presentation Topic	Discussion Points	Council Support Needed
First Meeting	Patricia sent out email to members to confirm involvement.  Camille B. will also be joining the committee	Patricia to set up meeting with group

### *Community Engagement Committee*

Presentation Topic	Discussion Points	Council Support Needed
First Meeting	Anabella reviewed the discussion and event ideas that were made during the committee's first meeting. Of those events three (3) were discussed for approval from council to move forward prior to Christmas:	
	1. Holiday Baking Event – Presented by Cooksmart via Zoom to a max of 100 OLP Families on December 5 <sup>th</sup> . If more families are interested will look into holding event on another date. Kathy from Cooksmart will also ensure that ingredients for those with dietary restrictions are able to participate.  Council voted to move forward with the event to be held on December 5 <sup>th</sup> at 1:00pm.	Nitya to contact Cooksmart and book December 5 <sup>th</sup> , 1pm as well as finding out placing hold on second date in case more than 100 families are interested.
	2. Virtual Christmas Carol Compilation – As the school is unable to hold a Christmas concert, the idea of holding a virtual concert like the end of year talent show. Students could record a Christmas song, poem etc, but to ensure inclusivity students could also draw a picture, submit a poem to wish OLP community at Merry Christmas.  Council agreed to move forward with Virtual Christmas Carol Compliation and Mrs. Kozak will work with the Grade 8's to edit submissions and create virtual show	Regan to contact board to discuss privacy requirements to ensure event is within required guidelines.
	3. Newsletter from Council – Quickly discussed to have newsletter from council to parents so that they know who council is and what is done for the school.  Chair asked that this be moved to next meeting.	

## Fundraising Committee

Presentation Topic	Discussion Points	Council Support Needed
First Meeting	Amber reviewed the discussion and event ideas that were made by committee members during their first meeting. Of those events three (3) were discussed for approval from council to move forward:	
	<p>1. Spirit Wear – Kristin M. obtained information from our previous vendor for pricing on both sweatshirts and t-shirts. As well the proposed sell price for both children and adult was presented.</p> <p>Like last year's spirit wear discussed a new logo be designed by student via a submission to school to then be chosen by faculty.</p> <p>Council voted to move forward with spirit wear and the agreed-upon pricing.</p>	Regan to send out to school details of spirit wear design competition to school, deadline of Monday November 30 <sup>th</sup> .
	<p>2. FundScrip – An organization that provides a fundraising opportunity of purchasing gift cards online and a percentage of each gift card sold goes to the school. Gift Cards available range from restaurants, apparel and grocery. A total of 178 retailers.</p> <p>Council has agreed to move forward with FundScrip and will be released to OLP families within the week. To also coincide with the reminder to parents of the Mabel's Labels fundraiser that is still in place.</p>	Amber to contact FundScrip representative to review requirements and implementation. Set up the school fundraiser and provide details to Regan for release to school
	<p>3. Pizza Night – Presented idea of having a Family Pizza Night reaching out to local establishments and discussing involvement by way of providing a percentage (%) of earnings to the school from every pizza sold to an OLP family.</p> <p>Idea of having this family pizza night to coincide with the Holiday Baking Event on December 5<sup>th</sup>.</p> <p>Council has agreed to move forward with Pizza Night in conjunction with Community Event.</p>	Rachele to reach out to local establishments to discuss involvement.

### *Principal's Report:*

#### **Principal's Report**

##### *Achieving*

1. Nov. 9 – Gr 8s participated in Virtual High School Day hosted by Holy Trinity – helpful in making choices and completing option sheets
2. Nov. 9 – Nov. 20 – Registration for Lottery for Optional French Programs open
3. Nov. 25 & Dec. 2 – Gr. 4 CCAT7 (Gifted) Screening – option for student learning online to participate
4. Nov. 24 – Kindergarten – Grade 8 Reports Home electronically
5. Nov. 26 & 27 – Interviews conducted virtually; new online booking system

##### *Believing*

1. Nov. 11 – Remembrance Day Liturgy (virtual) – community members could participate by requesting the link
2. Oct & Nov – Sacraments for students in Grade 3 continuing
3. Confirmation – tentatively March; First Communion and Reconciliation tentatively May; multiple dates pending and updates from parish and diocese

##### *Belonging*

1. Oct. 28 – Virtual Open House
2. Latest updates from Public Health

##### *Foundational Elements*

1. Website and email communication continues – more information about upcoming events to be found on the school webpage <https://elem.hcdsb.org/ourladyofpeace>
2. SGF (School Generated Funds) Report #1 to be posted on webpage by end of November

### *Financial Update:*

Presentation Topic	Discussion Points	Council Support Needed
2020-2021 Budget re: Council Generated Funds	Draft Budget was presented to council for consideration. Council initiatives and school proposed expenditures were discussed.	Motion to approve 2020-2021 Budget for Council generated funds.  Approval: Majority

### *Action Items:*

Action Item	Person Responsible	Deadline
Uniform Committee Meeting	P. Boucher	December 7, 2020
OLP Christmas Baking Event – To Be Booked for December 5 <sup>th</sup> at 1pm.	N. Silveira	November 20, 2020
Virtual Christmas Carol Event – Contact Board to determine Privacy requirements	R. Dore-Anderson	November 20, 2020
Spirit Wear – Logo Design Contest	R. Dore-Anderson	November 20, 2020
Fundscrip – Setup fundraiser and send out to school	A. Bastien R. Dore-Anderson	November 26, 2020
Pizza Night – Reach out to vendors to have in conjunction with Community Event	R. Fiore	November 26, 2020

## *Conclusion*

<b>CONCLUSION</b>	<p>Adjournment – Moved by: A. Bastien, Seconded by: C. McGavock</p> <p>Next Meeting – Monday, Dec. 7 @ 6:30 pm via Teams invitation.</p>
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