



Queen of Heaven Catholic School
School Council Meeting Minutes
Tuesday, April 28th, 2015
School Gym ~ 6:30 – 8:30 p.m.

Agenda:

1. Welcoming and Sign in/attendance for members:

Parent Council Members:

1	John Susi	Principal
2	Viviana Varano	Vice Prinicipal
3	Jason Power	Co-Chair (parent) <i>School Council By-Laws, School Uniform Implementation</i>
4	Bettina Arapi	Secretary (parent) <i>School Yearbook</i>
5	Jasmine Pereira	Non-Teaching Staff Rep
6	Teresa Agius	<i>Family Fun Night June</i>
7	Laura Breau	<i>School Council By-Laws</i>
8	Stephanie Bressette	<i>School Council By-Laws, School Yearbook, Spirit Wear Committee</i>
9	Christian Cepeda	<i>School Council By-Laws</i>
10	Bonnie Dey	<i>Spirit Wear Committee</i>
11	Tracey DosAnjos	<i>Halloween Dance-a-thon, School Council By-Laws, School Safety Committee, Corporate Sponsorship</i>
12	Marvin Duarte	Parish Representative <i>School Council By-Laws</i>
13	Andrea Duhamel	<i>Family Fun Night June</i>
14	Chryslyn Fernandes	<i>Spirituality Committee</i>
15	AnnaMaria Nicolantonio	
16	Sandra Rei	<i>Spirituality Committee, Halloween Dance-a-thon, School Uniform Implementation</i>
17	Lisa White	<i>Halloween Dance-a-thon</i>
18	Nikola Blair	

At the beginning of our meeting we took a little tour of the school.



2. Opening Prayer (Parish Representative **Marvin Duarte** to lead or select someone (2 min)

- The Opening prayer was read by John and Christian in our own school chapel.

3. Principal and Vice Principal's Report (J. Susi and V. Varano) (30 min)

- Milton Community Energy Challenge
 - i. Please sign up <http://www.miltonhydro.com/cec/>
- We won another \$750.00 for most new sign ups after advertising again to parents.
- Thank you everyone for your support!
- The next award is \$1500 for the top two schools with the most points.
- We are currently in spot #5.
- Everyone should remember that we are able to obtain extra points in the rewards section of the site.
- 3000 points are available simply for signing up for e-billing.
- All support is needed.
- Official Blessing and Dedication Ceremony
- We were able to watch parts of the video taken during the official blessing & dedication ceremony.



- #WHOTOYOU

- #WHOTOYOU MOVIE, a 21st century project created by Miss Dorland who is a Microsoft Innovative Educator Expert 2015
- Watch this teacher's inspiring project to get her students active and engaged with Microsoft and education technologies. [#WHOTOYOU](#)
- The class is working with Microsoft in order for kids to learn how to communicate well with others.
- Her students use a program called Microsoft Sway.
- Sway is an app for expressing ideas in an entirely new way, across your devices.
- Her class is working together with another class, from another school located in Edmonton.
- They are creating sway presentations via Skype.
- The students met the kids in Edmonton through Skype, researched together, wrote the information up together, created Sway together and presented their the Sway Project jointly with the Edmonton class
- Take a look at the Youtube video <https://www.youtube.com/watch?v=u7Ay0NQMXo>

- School Twitter @QHMilton

- Please follow our school on Twitter.
- It would be nice to have as many people as possible following us on Twitter.
- Most teachers are posting.
- This is a snapshot into the classroom; you are not only able to see what your kid's class is doing but also what students in other grades are working on.

- Concussion Protocol

- All teachers were advised in early fall about the appropriate procedures.
- A concussion is a brain injury that is caused by a blow to the head, face, neck, or body that can cause a sudden jarring of the head. Even what seems to be a mild bump to the head can be serious.

Research indicates that a concussion can affect a student's school performance in both cognitive activities (school work) and physical activities (physical education program/interscholastic activities). Research also indicates that engaging in cognitive and/or physical activities, while a child has a suspected and/or diagnosed concussion, can worsen concussion symptoms and delay the student's recovery.

- Concussions that occur in school-organized activities will be documented and managed through the Board's Concussion Protocol. Through the collaborated efforts of the school team, partnered with the parent(s)/guardian(s) and the medical support team, the student will participate in the steps of the Return to Learn and the Return to Physical Activity plans. The student's progress will be documented/tracked and continuously monitored through frequent communication between the school and home, until full-recovery has occurred.
- Students with a suspected concussion will be brought to the school health provider and asked for symptoms following the C2 form.
- Depending on the answers, parents will be called to pick up the student and asked to closely monitor the child for a period of 24 hours following the form of symptoms provided.
- If any changes in the condition occur, parents are advised to go to health care provider immediately.
- If nothing occurs within the 24 hour period, parents are required to complete a sign off form and the student is able to return to school.
- If within 24 hours a concussion is diagnosed, we follow the C-4, 'Return to Learn' form and the student will be off for at least 5 days.
- Once the student is ready to return to school, activities will be reduced and the student will follow the steps of the return to learn form until full participation is possible.
- The timeline depends on the student & the sign off on sheets will be completed in collaboration with the parent.
- Depending on the severity, this process could take 6 month to a year in order to get back to full activity.
- We are very strictly following the School Board's guidelines.
- For more information please check the Concussion Protocol on the Halton Catholic District School Board site and take a look at the Prevention, Identification and Management information offered...

Prevention, Identification and Management - Helpful Information

[C-1 Concussion Protocol: Prevention, Identification and Management Procedure](#)

[C-2 Tool to Identify a Suspected Concussion](#)

[C-3 Halton Monitoring - Medical Examination Form](#)

[C-4 Return to Learn - Return to Physical Activity](#)

[C-5 Concussion Prevention Strategies](#)

[Concussion Fact Sheet for Parents](#)

[Concussion Fact Sheet for Students](#)

[Concussion Postcard for Parents](#)

[Frequently Asked Questions - For Parents](#)

[Parent-Guardian Concussion Information Package](#)

- We had a few incidents this school year with most not being a concussion.
- We have experienced 3 concussions this year so far.

- We provide a yellow first aid sheet for our parent if no concussion is suspected.
- We regularly review our supervisor procedures but accidents unfortunately do happen.
- We do our best to be proactive in identifying and removing any potential unsafe situations.
- Wagons used for the FDK yard have been removed until reviewed again and proper procedures (i.e. wagon safety) can be reviewed.
- The FDK school yard was discussed and suggestions were made to move the FDK children to the grass area instead of the concrete. Unfortunately the grass area is also used by other grades which is not feasible.
- Risk assessment occurs as per HCDSB safety guidelines.

- Upcoming Events and Activities

- Catholic Education Week, May 04 – 08/15
- As part of the celebration, a provincial theme is chosen annually that speaks to the focus of Catholic Education. The 2015 theme for Catholic Education Week is “Following Paths of Joy”. During this week, all of the HCDSB’s schools will host activities that will encourage each school community and the public to celebrate this year’s theme and to discover what “Following Paths of Joy” means for each of us.
- Throughout this week, our students will be involved in many special activities. Parents/Guardians/Grandparents are invited to visit various classroom activities.

4. Chairs’ Report:

- Halton Catholic Children’s Education Fund (Link on School Site) (Charity Golf Tournament) again if anyone interested in forming a Queen of Heaven Team.
(<http://www.hccef.org/>), June 3, 2015.
Entry Deadline May 29/15 (\$200/golfer)
Early Bird Price Deadline April 30/15 (\$175/golfer)
- The board is looking to raise money to support the Halton Catholic Children’s Education Foundation
- All proceeds from the HCCEF Charity Golf Classic support the HCCEF Student Guardian Campaign.
- On the recommendations of our Catholic school communities, the Foundation provides financial assistance to students – to ensure that all:
 - are able to attend school with the basic necessities of life, e.g. food and clothing.

- are able to fully participate in all aspects of school life which are normally open to all students, and therefore, enable them to succeed and achieve their full potential.
- The Halton Catholic District School Board is pleased to announce their sixth annual “Walk With Jesus”, student walkathon during Catholic Education Week on Thursday, May 7, 2015.
- Our school will participate in our own Queen of Heaven Walk with Jesus on Friday, May 8. This walk will follow our Marion Liturgy led by our grade 5 classes at 1:00 p.m. All FDK-Gr. 8 students and staff will walk around the block.
- We will also be collecting at \$2 Toonie from each student (along with many of our HCDSB schools). The proceeds will be used for the Halton Catholic Children’s Foundation which is a fund that supports needy families in our community of schools.

5. Committee Updates (20 min)

- Spirituality Committee – **Sandra Rei**
 - Working on recognition gifts for grade 2 & 7 sacramental years
 - Provided bracelet samples
- Movie Night: **Tamara DiLorenzo**
 - Tamara DiLorenzo not present to present
 - Our First annual Movie Night was a huge success. We had about 300 students and parents enjoying “Big Hero 6”.
 - We raised over \$1200 which covered our expenses for the movie license (for one year) and also the food costs.
 - This left us with a profit of about \$200.
 - Next year, our licensing fee is already paid for so our next movie night will be a larger profit for our school!
 - Thank you to Mrs. DiLorenzo and her team of parent volunteers for organizing the event!
- Family Fun Night: **Tamara DiLorenzo (absent)**
 - To be held on June 18 from 5:00-8:00 p.m. More info will be sent to parents via email.
- Themed Basket Raffle: **Tracy DosAnjos**
 - Finalizing a letter and breakdown of contents
 - Need to establish what the proceeds should be used for

- Will provide step by step guide for next year
 - Remon Hannah provided a \$100 gift certificate from Making Waves Swim School (<http://mwss.ca/>) that will be added to the baskets. Thanks!
 - Chapters and other businesses have already been contacted
 - Yearbook Committee: **Melissa Dennie** to report on behalf of committee
 - Currently gathering pictures from classrooms
 - Cover & inside cover have already been chosen and the winner will be announced shortly.
 - Will send another reminder as the last purchase date is May 15th, 2015
6. School Uniforms Update - **Mr. Susi** - (2 min)
- School logo for Uniform
 - Mr. Susi presented picture of the logo.
 - Students voted on the logo and choice of logo colours.
 - Logo colour will be slightly different for blue shirts versus white shirts.
 - McCarthy's will provide a catalogue shortly and this will be sent to parents.
7. School Safety Committee - Jean-Guy Caissie (5 min)
- Proposal being reviewed by members of safety committee in order to move forward and parking lot project to be ready for 2015-2016 year
 - Committee members talked to principals from other schools.
 - All ideas were gathered and we created some enhancements for our parking lot.
 - We will add some new signage.
 - Committee also spoke to Bylaw and Halton police for more input
 - Will remove two spots to make Kindergarten turn better
 - Jean-Guy Caissie will draft a letter speaking to these changes.
8. PRO Grants – Parents Reaching Out Ministry Grants (10 min.) – J. Susi and J. Power
- Discussion of possible ideas
 - Opportunity for school to get ministry grant
 - Jason Power will e-mail link to all committee members
 - Will provide a list of guidelines and things that the grant will cover or not cover

- \$1000 are possible, if we can come up with some ideas
- Deadline is May 19th, 2015

9. Key announcements:

None

10. Future Agenda Items:

- a. How will the new sex education be implemented in Catholic schools versus public schools?
 - A brief overview will be provided during the next meeting
- b. How educated are students on in Internet safety? How do we educate them about e-bullying and what safeguards are in place?
 - Information on how we handle this in this school, including safeguards and strategies we use, will be provided during the next meeting.
- c. Back to school BBQ will need to create a committee prior to September

11. Next Meetings

- June 09th, 2015 @ 6PM
- Meeting will be followed by a social at a local restaurant for committee members. Snacks will be provided.
- Council will resolve after Jun 30th and a new council will be established in September 2015.

12. Adjournment

20:25