



Queen of Heaven Catholic School  
School Council Meeting Agenda  
**Tuesday, September 30, 2014**  
School Gym ~ 6:30 – 8:30 p.m.

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**MINUTES**

1. Welcome and Introductions:

**Parent Representatives:**

Lorie Cabral	Sandra Rei	Melanie Burroughs	Laura Breau
Lisa White	Nicky Robinson	Kathy Allen	Nancy Lema
Marvin Duarte	Teresa Agius	Devin Power	Remon Hannah
Shannon Prychidny	Jean-Guy Caissie	Rosalie Salamone	Andrea Taylor
Tracey DosAnjos	Nicole Marjerrison	Jason Power	Alcina Prezens
Bettina Arapi	Andrea Duhamel	Michael Correia	Annamarie Latka
Chrysllyn Fernandes	Tamara DiLorenzo	Julia Correia	Kimberley Canestraro
Diana Palalas	Stephanie Bressette	Scott McKenzie	Christian Cepeda
Yolanda Lopez	Michael Prenzens	Julie Casimiro	Kimberley Nuguid
Bonnie Dey	Anna Nicolantonio	Carla Greco	Nadena Singh
Sandi Viana-Tavares	Catherine Campbell		

Teaching Staff Representatives – Melissa Dennie

Non-Teaching Staff Rep – Jennifer Notarangelo and Jasmine Pereira

Principal – John Susi and Vice Principal – Viviana Varano

2. Prayer Service

3. What does a Catholic School Council do? –

- advisory body to the Principal that provides feedback or input on various decisions pertaining to the school. An agenda is created beforehand (topics may include but are not limited to Catholicity, School Improvement Planning, community events, fundraising budgets, areas of priority for our school, committee reports)
- we will use the consensus model of decision making and if necessary council members may vote on items.
- email communication may be sent regarding info sharing or gathering. Emails can come from the chair and/or principal.

- Consensus Building
- Beyond the scope of the School Council.

- Creating a School Council
  - There was a discussion about School Council elections which may occur, but we could also have everyone being part of the official School Council. This will allow us to have 'all' official members allowed to vote.
  - Principal and VP do not vote.
  - A discussion ensued regarding whether we want to set a 'maximum' number of 8-10, or if we want to give everyone the opportunity to be a member as an inclusionary model?
  - The general agreement was that we will allow everyone who would like to be an official council member the opportunity to do so this year. This will be reviewed when the By-Laws committee creates our new School Council by-laws. This will need to be approved by council later this year and then will become our procedure for future years.
  - A form was distributed for people to sign beside their name to indicate if they are interested in being an official member. In total we have 45 people signed up to be Official Council members.

4. Role description and the selection of:

- a. Co-Chairs: **Jean-Guy Caissie, Jason Power**
  - set the agenda with Principal
  - make sure that everyone has an opportunity to speak and be heard
  - keeping order and following the agenda at meetings
  - coordinate and gather feedback from parents
  - attend council of chairs meetings (3 times a year), come back and share the meeting info with council
  - Co-Chairs will work together in sharing the role
- b. Secretary: **Bettina Arapi**
  - takes the minutes during our meetings which will be posted on the school website.

5. Nominations for:

Parish Representative: **Marvin Duarte**

6. Establish committees and Chairperson for each committee.

-Mr. Susi shared what the role/responsibility of the **chair** and committee will be?  
 -Parents had the opportunity to volunteer to **chair** or be part of the committee. Emails will be sent to the wider parent population to solicit additional volunteers as necessary.

- a. Spirituality Committee: **Chrysllyn Fernandez, Yolanda Lopes, Sandra Rei**
- b. Pizza Day: **Catherine Campbell**
- c. Milk Program: **Julie Casimiro**

- d. Halloween Dance-a-thon: **Tamara DiLorenzo (Chair), Julie Casimiro, Kimberly Canestraro, Sandra Rei, Tracey DosAnjos, Jennifer Notarangelo, Lisa White, Kim Nuguid**
- e. Family Fun Night June: **Tamara DiLorenzo (Chair), Andrea Duhamel, Teresa Agius, Kim Nuguid, Yolanda Lopez**
- f. Volunteer Coordinator for FFN (Family Fun Night):
- g. Christmas Wish: **Kim Canestraro, Rosalie Salamone, Sandra Rei**
- h. Communications and Media Contact for Special Events: **Anna Maria DiNicolantonio**
- i. School Council By-Laws: **Melanie Burroughs, Christian Cepeda, Melissa Dennie, Marvin Duarte, Stephanie Bressette, Laura Breau, Jason Power, Jean-Guy Caissie**
- j. School Safety Committee: **Carla Greco, Tracy DosAnjos, Rosalie Salamone, Jean-Guy Caissie, Shannon Prychidny**

7. Principal's Report

- a. Communications on Council: - **an email distribution list will be created**
- b. Recognition of Donations – Lumen Christi (\$7000) and Holy Rosary (\$1000) – **a special thank you letter to these schools for their generous donation will be drafted by the chair person and shared at the next council meeting**
- c. Fundraising Budget Estimates and Overview for 2014-2015 – **Reviewed with all members on LCD. A copy will be sent home to all parents with the danceathon pledge forms so parents/students know what we are collecting money for.**
- d. French Immersion school rep for the HCDSB committee – **Dianna Palalas and Alcina Prezens. They will represent us at the HCDSB meeting and share info with council at a future meeting.**
- e. Upcoming events – **Mr. Susi spoke to a list of activities that are taking place at QH over the month of October. This will be listed in the newsletter. --- Terry Fox run (\$2), Cross country team, Math technology inservice, Camp Brebeuf Gr 7-8, Jean Vanier school band, Faith Day, Ottawa parent meeting, Halton Region waste management presentation, confirmation elect mass, communion parent meeting, confirmation retreat, school liturgy, dental screening, vaccinations, confirmation rehearsal, dance-a-thon, confirmation, volleyball teams, eco-team, ambassadors**

8. Establishing School Council objectives and goals for the 2014-2015 school year.  
**Future Agenda Item – setting our objectives for the year**

9. Additions to the Agenda: **None**

10. Future Agenda Items:

- a. School Uniform Vote – Discussion about the process for a community vote on school uniforms.
- b. School cash on-line
- c. Corporate sponsorships
- d. School Budget

11. Next Meetings –Preferred time, day?

- send agenda a week in advance to all members
- Tuesday October 28, 2014 from 6:30-8:30pm

12. Adjournment