



## School Council Meeting Minutes – June 19, 2018



### 1. Welcome and Introductions

Parent Council Members Present:

1	John Susi	Principal
2	Angie Barden	Vice Principal
3	Mike Starr	New Principal (Sept 2018)
4	Roselien Markovic	Chair (Parent)
5	Kerstin Baker-Ash	Vice Chair (Parent)
6	Bettina Arapi	Secretary (Parent)
7	Christine Musitano	Teaching Staff Representative
8	Christine Baxter	Community/YMC Representative
9	Erik Dela Cruz	OAPCE Representative
10	Bonnie Wiltshire	Parish Representative (Parent)
11	Stephanie Bressette	Council Member (Parent)
12	Kim Male	Council Member (Parent)
13	Floriana Rego	Council Member (Parent)
14	Christian Cepeda	Council Member (Parent)
15	Laura Atendido	Council Member (Parent)
16	Gaby Ball	Council Member (Parent)
17	Tracey Dos Anjos	Council Member (Parent)
18	Amber Lopes	Council Member (Parent)

### 2. Opening Prayer

- Listened to our new QH Christian Meditation and Unity Prayer
- Prayer led by Mr. Susi

### 3. Principal and Vice Principal Report:

#### a. Pizza Pizza Credit

- We currently have \$4200 in pizza pizza credits.
- Further to our discussion from the last meeting, Pizza Pizza has agreed to pay the credit out in a cheque to the school and not in credit. This will be added to our fundraising total.
- We will continue to collect credit, and then be reimbursed in the same way next year as well.

**b. Financial Update**

**QUEEN OF HEAVEN CATHOLIC SCHOOL  
PROJECTED INCOME FOR 2017-18**

Carry-over from June 2017	\$18976.00	(Actual)
Lunch Pail Program	\$ 1400.00	(Actual)
LunchBox Program (Pita Pit, Hero Burgers, Swiss Chalet, Lunch Pails)	\$31000.00	(Estimate)
Halloween Dance-a-thon	\$18163.00	(Actual)
Family Fun Night	\$ 7000.00	(Estimate)
Fall BBQ	\$ 255.00	(Actual)
Cuba Trip Raffle	\$ 3004.00	(Actual)
<b>SUBTOTAL</b>	<b>\$69,380.00</b>	<b>(Estimate)</b>

LunchBox Program	31,000.00	In lieu of Pizza, Milk, Lunch Program profits listed above
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**Fundraising Projections ~ 2017-2018  
as of June 19, 2018**

Category Name	Description	2017-18 Projection	Purchased x
<b>Catholicity</b>			
Bus Transportation to Mass at Holy Rosary Church	\$1400.00 x 3 Masses = \$4200.00 FDK to Gr. 8 (Holy Rosary Parish also contributes \$4200)	4200.00	3085.00
First Communion	Banners and Craft for First Communion Retreat \$500.00 Recognition gifts \$450.00	950.00	913.12
Confirmation	Recognition gifts \$350.00 Gowns for Confirmation \$10x78=\$780	1130.00	872.28
Rosary Apostolate	Rosary Apostolate Donation – to support our program for K-gr.8 classrooms	1500.00	1500.00
HCCEF Donation	Annual Donation to support the Halton Catholic Children Fund – which supports needy families in our HCDSB.	250.00	300.00
Religious Articles & Displays	For the front foyer to celebrate the Liturgical seasons and establish a focal point for the school.	500.00	615.00
<b>Student Recognition</b>			
Awards & Honorariums	To support and encourage student achievement; thank you gifts (i.e. for Priests, guest speakers, bus drivers, crossing guards)	300.00	Approx. 200.00
Public Speaking	Awards and recognition for school public speaking competition	200.00	175.94

Graduation	DJ, refreshments, dance, decorations and student awards and annual plaques	1500.00	1500.00
Miscellaneous	Small classroom incidental purchases (i.e. special crafts for special days - Joy Day, Mother's/Father's day activities, etc., tournament fees, material for science or other activities in the classroom, etc.) Supporting families in need (offsetting costs of school trips, etc.)	3000.00	3000.00
<b>Outdoor Student Activities</b>			
Recess Play Equipment	Gr. 1-8 Classrooms will be provided with Nerf soccer balls and skipping ropes, for students to use during recess.	500.00	500.00
Outdoor Play Equipment	Play equipment for Kindergarten to support and enhance outdoor play i.e. balls, ropes, blocks, explore type activities, play bins, etc.	800.00	800.00
Outdoor Learning Commons Space	Outdoor learning center adjacent to the library as a place where students can learn in an "outdoor classroom" – to include "picnic tables", armour stone seats, trees, fencing, etc. Also funded by Library funds.	5000.00	5000.00 to be spent in Sept 2018
<b>Technology &amp; 21<sup>st</sup> Century Teaching and Learning</b>			
Computers and AV	30 Computer Laptops in the classrooms. To support various in-class 21 <sup>st</sup> Century learning initiatives. Increase due to growth, replace damaged.	21000.00	23119.99
	5 CD/iPod stereos for classrooms (for our new classrooms due to growth, replacement of damaged)	500.00	
	2 wireless adapters for Smart Projectors in the classrooms	200.00	
	2 new Smart Projectors to be installed over the summer in our two new portables. Approximately \$3000	3000.00	4644.30
<b>Health and Wellness</b>			
Student Hand Hygiene	Wellness & Hygiene Program ~ Hand soap and paper towel dispensers for classrooms.	1500.00	1500.00
Junior & Intermediate Wellness Club	Student led club to support positive mental health and relaxation	300.00	N/A
<b>Building Community</b>			
21 <sup>st</sup> Century Learning Outcomes Display	For the Computer Lab Windows to prominently recognize our school's mission of 21 <sup>st</sup> Century teaching and learning initiatives	500.00	Approx. 500.00
Folding Tables	5 additional folding tables for FFN, BBQ and other school events	500.00	454.49
Spot Lights for Stage	Permanent Spot Lights above the stage to enhance student performances in School Play, Talent Show, Lip Sync Show, etc.	1000.00	N/A
Volunteer Appreciation Day	Volunteer Appreciation recognition gifts for the help and support of our school's volunteers (June/2018)	800.00	Approx. 400.00
Staff Appreciation Day	Staff Appreciation celebration – led by parent volunteers, to recognize and thank staff members for their many efforts	1200.00	1500.00
Child & Youth Counsellor	Equipment to support PALS (Playground Activity Leaders in School) Gr. 5-6 trained leaders run play stations for gr. 1-3's during lunch; Kelso activities;	400.00	Approx. 200.00
Games Club	Games Club activities for gr. 1-3 students during the lunch hour	400.00	N/A
Grade 7-8 Student Ambassadors	To support our students in their leadership initiatives throughout the school.	500.00	N/A
Professional Singer presentation	Gerry Mitchell will educate the gr. 1-6 students through song and storytelling about bullying awareness and treating other with respect.	500.00	500.00
Harmony Movement	In-service for 30 gr. 6-8 students to help create a leadership movement of students to promote, enhance and celebrate diversity at QH.	2500.00	2500.00
<b>Academic</b>			

Classroom Materials and Activities	For every FDK-gr.8 classroom - To support and enhance classroom libraries for self-selected reading in the classroom; Learning Center Games, hands-on activities, math manipulatives	8500.00	8500.00
Phys Ed Equipment	To enhance our gym equipment to support active play (new & replacement)	1500.00	2315.13
<b>Miscellaneous</b>			
Teachers Wish List	For the purchase of small incidental classroom items for each teacher/ECE i.e. bulletin board displays, recognition gifts or prizes for students, games for indoor recess, etc. \$50x58=\$2900	2900.00	2708.00
Bank Charges	Fee for the operation of School Cash Online program (2% of <u>total/gross</u> school generated funds for all income listed above, plus trips, etc.), school cheque fees.	3000.00	2174.00
<b>TOTAL</b>	<b>ESTIMATED EXPENSES</b>	<b>\$67,530.00</b>	<b>\$69,477.25</b>

- Request to increase the budget for the Staff Appreciation Day by \$300.00 as Lunch Supervisors and YMCA staff has also been invited
- **Show of hands – ALL in favour**

**c. Volunteer Celebration - Feedback**

- The celebration was held on June 07/18 at 9:45 am at Holy Rosary Parish
- Following the Mass, a special ceremony was conducted to recognize and thank our school volunteers
- Led by the ESL students.
- It was very nice and the volunteers enjoyed it
- Everyone appreciated the effort put forth by the children to recognize the volunteers

**d. Upcoming events**

- June 20 – Uniform Exchange
- June 22 – Staff Appreciation Lunch
- June 22 – Beach Day
- June 26 – Grade 8 Graduation Mass at Church (10 – 11am)
- June 26 – Report Cards sent home
- June 26 – Grade 8 Graduation @ Jean Vanier Secondary School (6:30 pm)
- June 27 – Junior Lip Sync Battle
- June 28 – Closing Assembly and Pep Rally
- June 29 – Staff vs. Gr. 7 Students Soccer Baseball Game
- June 29 – Last Day of Instruction – Early Dismissal @ 1:35pm

**4. Chair's Report – Roselien M.**

- On May 23/18 Roselien and John attended the HCDSB Council of Chair's Meeting
- Reminder to hand out the book by Matthew Kelly, Resisting Happiness to everyone interested

- One of the guest speakers was Fr. Cornelius O'Mahony, Vicar for Education & Pastor at St. Andrew's Parish who spoke about 'Renewing the Promise', a reminder for children, parents and staff to put their faith into action.
- As there was no response to the email sent earlier in regards to the CPIC Elections, Roselien put forth a vote on the council's behalf.

## **5. Committee Updates**

### **a. Family Fun Night Committee Update – Roselien M.**

- The Family Fun Night (FFN) organized by Laura, Tanya and Roselien was busier this year than it has been in previous years
- We had well over 1000 visitors
- Even the new JKs of next year had been invited with families
- We received a lot of positive feedback
- Lots of teachers stepped up this year and helped out due to the lack of parent volunteers
- We may want to start the planning for this one right from the get go in September to make sure that we can sign up more parent volunteers
- The added food trucks were a hit and all food vendors were happy with the sales
- One food truck reported 100 servings, the other 150 servings and Troy's approx. 600 to 700 servings
- We were able to take in approx. \$1000 just with the cotton candy sales for 500 servings
- The suggestion was made to pre-package the cotton candy in bags for next year to avoid line-ups and stress.
- We pay \$268.00 for the rental of the cotton candy machines and cones
- The cones were purchase from Amazon for a much better price and we have a lot left over for next year
- Christine Baxter has offered a contact if we would like to purchase bags instead of cones for the cotton candy next year
- We had 2 full bags of popcorn left over; Kernels have a school program so we were able to get the popcorn for a good price and still make a fairly decent profit
- Jay's ice cream was concerned about too many food vendors at the fair and thus did not participate; we should approach an ice cream truck for next year perhaps
- The basket raffle was a huge hit as always!
- The music was great and received a lot of good feedback
- We received the gummies for the scavenger hunt prize as a donation from Roselien and her kids packaged them for us...thank you
- THANK YOU to Roselien, Laura and Tanya and all the parent and teacher volunteers!!!

### **b. Family Fun Night Raffle Committee Update –Tracey D.**

- The basket raffle was a huge success
- Everything was so well organized
- Perhaps we can use huge see-through bags instead of baskets next year to avoid things going missing
- Could we get J.V. students next year to volunteer and help?
- Draw worked well this year and volunteers came to help
- THANK YOU Tracey for chairing this!

**c. Uniform Exchange**

- All ready, folded and on display for tomorrow!

**6. Parent Council Members:**

**a. Kicks for Kids Update – Kim M.**

- They wrapped up on another successful program and would like to run the program again
- Since numbers were low this time around, they would like to organize it a bit differently next year
- Instead of confirming with payment, they would let everyone know they can secure their spot with the form and payment info, but they won't be charged until they have enough people registered
- In the rare event that they don't have enough interested, they can then just notify instead of going through a refunding hassle
- We will add a reminder/announcement in the weekly updates

**b. First Aid course for students – Kim M.**

- Kim has reached out to various providers but has not received any replies yet
- Will follow up with public schools that have offered this program in the past to get more information

**c. PRO Grant Update – Kerstin B.A.**

- We have been awarded the \$1000.00 grant and it was discussed when and how to schedule the event featuring the nutrition theme previously agreed upon
- Unfortunately, the presenter named in the application is no longer able to provide the presentation for us
- Kerstin will reach out to the ministry to see if there is a way around this that allows us to have a different presenter this coming school year

**7. Adjournment:**

- **7:05 pm**
- Farewell and thank you to Mr. Susi
- Year-end Council Member Social at Eddio's