



## Advisory Council Meeting Minutes – November 28, 2019

### In Attendance

1	Michael Starr	Principal
2	Judy Foster	Vice Principal
3	Kerstin Baker-Ash	Co-Chair (Parent)
4	Christian Cepeda	Co-Chair (Parent)
5	Bettina Arapi	Secretary (Parent)
6	Francesca Flood	Teaching Staff Representative
7	Raechelle Fernandes	Treasurer (Parent)
8	Bonnie Wiltshire	Diversity Committee / Parish Representative (Parent)
9	Nicola Blair	Diversity Committee / Communication (Parent)
10	Sean Bitmanis	Safety (Parent)
11	Amber Lopes	Council Member (Parent)
12	Stephanie Bressette	Council Member (Parent)
13	Melissa D'Onofrio	Council Member (Parent)
14	Gaby Ball	Council Member (Parent)
15	Christina Jackson	Council Member (Parent)
16	Ali Landry	Council Member (Parent)
17	Christina Prentice	Council Member (Parent)

### Minutes

#### 1. Welcome & Opening Prayer

##### **Catholic School Council Prayer – read by Bonnie**

- God, the source of every good gift  
You have called us together as servants to do your will  
Grant us the light of your Spirit  
To guide us in our responsibilities as a Catholic School Council

May we work together in harmony for the common good  
May we listen to one another in a spirit of genuine respect  
May we encourage and reverence one another's unique talents  
May we use the gifts of the Holy Spirit in creative Christian leadership  
May we approach our decision-making through discernment and prayer  
May we respond effectively to the needs of the children in our care

God of Love,  
You give us the gifts of the Holy Spirit for the common good  
May Your blessings radiate from us to others in a new spirit of service  
We ask this through Jesus Christ the Light of the World.

Amen

## **2. Approval of Minutes from Previous Meeting**

**September 26<sup>th</sup>, 2019**

- Amber motioned to accept, seconded by Raechelle – **ALL in favour**

## **3. Administrator's Report – Achieving, Believing, Belonging – J. Foster**

### **Achieving**

1. School Improvement Plan Meeting with SIP team, September 11
2. School Improvement Plan Professional Activity Day September 16
3. Building Literacy Data – math Leads and administration
4. Rise n' Shine Reading program (ten-week program runs before school)
5. Learning Style Training
6. New Special Education Resource Teacher Professional Development
7. Family of Schools Special Education Professional Development
8. Supervisory Office visit with administration, October 2
9. Primary Division Lunch and Learn – Literacy Blocks, October 17
10. Instructional Rounds in Education Network, October 17
11. Math up analysis, October 22
12. Math up administration day, October 23
13. Administrator meetings,
14. Vice Principal Mentorship
15. Vice Principal Community of Practice Meeting
16. Report Card In-service, October 30<sup>th</sup>
17. School Improvement Planning Meeting
18. Building Thinking Classrooms training, October 18 and November
19. Grade 8 visiting Jean Vanier
20. Skype a ton lunch and learn, November 6
21. Grade 8 Transition Meetings November 14
22. Family of Schools, Special Education Meeting
23. Empower Refresher for Special Education Resource Teacher
24. Alex Lawson Learning Opportunity, November 20,21
25. Grade 8 Transition meetings with Jean Vanier, November 21
26. Waste Management Workshops K-8, November 21
27. Medical Conditions Board Follow Up
28. Collecting and Utilizing Data session for administration
29. License 2 Learn begins in December, student training, November 7

### **Believing**

1. Diocesan Mass, September 18
2. WE Day, September 19
3. Opening School Mass September 25
4. Terry Fox Assembly and walk, September 27

5. Rowan's Law Day, September 25
6. Sacramental Parent Meeting at Holy Rosary, October 3
7. Thanksgiving Liturgy, October 4
8. Professional Activity Day – Faith Day, October 5
9. Reconciliation grades 3,5,7 October 8
10. First Sacramental Meeting at Holy Rosary for grade 2 parents, October 9
11. Administration attended first Theological Education for Leadership session, Oct 11
12. When Faith Meets Pedagogy Conference, October 24-26
13. Halloween Dance a thon, October 31
14. Treaties Recognition Week, November 5<sup>th</sup>- November 9
15. Picture Day
16. Indigenous Knowledge in-service, November 7
17. Jean Vanier Parent information night for grade 8, November
18. Bishop's Dinner, November 7
19. Jean Vanier parent information night, November 8
20. Pastoral Animator Professional Development with David Wells
21. Administrators' Day of Reflection November 14 and 15
22. Oath of Silence, November 20
23. Parent Teacher interviews, November 21-22<sup>n</sup>
24. Christmas Wish
25. Monthly Catholic Learning Community meetings for divisions

### **Belonging**

1. Code of Conduct Assemblies for all divisions September 4
2. Constable McMullan addressed grade 8 girls regarding respect for others, Sep 24
3. Constable Del Villar addressed grade 8 boys regarding respect for others, Sep 24
4. School Council Meeting September 26
5. Trip to the Water Festival, September 27
6. Orange Shirt Day, Every Child Matters, October 1
7. Constable McMullans and Del Viller addressed grade 7-8, Online Safety, Oct 30
8. Diversity Committee Meeting, November 6
9. Equity and Inclusion professional activity day planning session, November 7
10. Walk with Jesus Committee Meeting, November 8
11. Jack Grunsky Performance gr. 1-2 November 8
12. "See the Problem, Be the Solution" CYC attended November 12
13. 50 Day Celebration for 50 Years, November 14
14. Grade 7-8 trip to Silver City, November 18
15. Hear and See Clinic for all students who registered
16. Hep B/HPV vaccine
17. First Aid Training – two staff members attended in October
18. Grade 1 and 2 attended trip to Mountsberg in November
19. Wellness Club
20. Arts Club
21. Playground Activity Leader
22. International Baccalaureate Parent meeting at Jean Vanier (grade 7-8 teachers)

23. Senior Volleyball for boys and girls
24. Boys and Girls Catholic Cup at Jean Vanier, October
25. Lego Club
26. One Note learning session for parents, October 24
27. When Faith Meets Pedagogy, October 24, 26
28. Health and Safety Training five-day training session – Shannon attended
29. Remembrance Day Liturgy, November 11
30. Confirmation Retreat, November 12
31. Skype a thon, November 13 and 14
32. Take your children to work day
33. Bullying Awareness Week, November 18-22
34. Book Fair

#### 4. Committee Updates

##### **Catholicity/Parish Rep Report – B. Wiltshire**

##### **Introductions of Father John Van Hees – Pastor of Holy Rosary Parish**

- Bonnie had invited Father John Van Hees to talk a bit about himself and what his vision is. He is very happy to be with our parish and just sit back first and learn about our culture. He is very energetic and believes that if we are unable to get through to the kids, we do not get through to the parents either.
- Bonnie went over a few events that are coming up and will provide the information to admin., so it can be shared in the updates/newsletters.
- **Father John:**
  - wonderful to be here
  - just arrived in June from Oakville (Mary Mother of God)
  - it is a joy to come to Milton
  - had asked Bishop to come here as he was born in Carlisle and his parents still live there and need their children to be close
  - wonderful to see the amount of involvement from the community/parents
  - his hope is to deepen our connection and to work in collaboration
  - south of us a new parish is opening
  - if there are any ideas that can be supported at the parish level, please reach out as we will be happy to work together
  - has been a priest for 23 years, but is always learning
  - M. Starr has known him for many years and agrees he has always been welcoming to our group
  - Known to be a little exuberant
- Bonnie shared the idea to have cross school council meetings with other schools to share ideas & best practices.
- Nikola questions the level of engagement at diff school at other schools.
- M. Starr reminds everyone of the council of chairs meeting where all chairs gather 2 times a year to meet, chat and socialize. So, this already kind of happens there.
- Gaby suggested to simply send two representatives to other council meetings.
- Father John proposed to have information on what we do, what we work on, etc. on paper ahead of time. Rather than coming with blank slate, we should provide something ahead of time.

- Kerstin asks about volunteers to connect within our family of schools.
- Are we volunteering ourselves to host? Mr. Starr: yes, we need to initiate something. M. Starr suggest to invite them to one of our meetings.
- We will discuss the date & details in our next meeting and M. Starr will spearhead this.
- Question to Father John: why was the ringing of the bells stopped at mass?
- Father John explained that the ringing of the bells during mass is optional and he has always found it a distraction. He explained that we should not just focus when the bells ring but always. If the mass is done well than there is no need to ring bells to say look at me. He invited everyone to come and see him preach as everyone is focused. This is God's doing. Father John labeled the bells as make up, an accessory, not what God made but what we made.
- Bonnie expresses her gladness that the bell ringing is gone. Children with autism do not do well with sounds like those of bells.
- Mary Mother of God Parish in Oakville offers a monthly Mass for young and old with sensory sensitivities.
- Nikola asks what our church can do to support schools on getting people connected with services. Saint Vincent de Paul has an excellent group helping people get in touch with resources. Not just Milton but Halton overall has lots of resources available to help people.
- M. Starr attempts to stump Father John with a clarification question... Why isn't it "all glory and honor **are** yours" rather than 'All glory and honour **is** yours'?
- We should add a 'stump the padre' for the youth groups. Father suggests M. Starr to google.
  - **I googled 😊 ...here is the answer:**  
Because **glory and honour** are uncountable here, and '**all**' brackets them together as an uncountable entity. **All** food is good. **All** food, and **all** drink, is good.
- Nikola mentions a Mental Health First Aid 2-day course. At least one staff member or more already have taken the course. For more information check:  
<https://www.mhfa.ca/>.

#### Treasurer Report – R. Fernandes

- A hard copy was distributed to all attendees.
- We tried something a little different by using percentages rather than amounts with the same categories as before.



**QUEEN OF HEAVEN CATHOLIC SCHOOL**  
**Proposed Council Budget Allocations – 2019-2020**

Halloween Dance-a-thon	\$17,331.90	(Actual)
Lunch Box Program	\$30,000.00	(Estimate)
Family Fun Night	\$ 2,352.86	(Estimate)
<b>SUBTOTAL</b>	<b>\$49,648.76</b>	<b>(Estimate)</b>

Expenditure Category	% of Proposed Budget	Approx. \$ Amount
Student Achievement	20%	\$9,929.75
Faith Formation	10%	\$4,964.88
Technology	25%	\$12,412.19
Teacher Wish List Supports	10%	\$4,964.88
Arts Programming	3%	\$1,489.46
Equity & Inclusion	5%	\$2,482.44
Special Education Supports	2%	\$992.98
Child & Youth Counselling Supports	2%	\$992.98
Charitable Outreach Initiatives	5%	\$2,482.44
Physical Education & Recess Resources	2%	\$992.98
School Clubs & Teams	5%	\$2,482.44
Student Recognition	3%	\$1,489.46
Staff/Volunteer Recognition	3%	\$1,489.46
Other?	5%	\$2,482.44
<b>Totals</b>	<b>100%</b>	<b>\$49,648.76</b>

- The suggestion was made to change the name of “Special Education Supports” and allocate funds differently. Explanation was provided what is included under some expenditure categories. All children are covered under ‘Student Achievement’.
- The suggestion was made to change the name from ‘Equity & Inclusion’ to ‘Equity, Inclusion & Diversity’.
- This is just a draft and changes to the terms can still be done.
- M. Starr will add bullets of details.
- We need to agree on the percentages.
- Proposed changes:
  - Change the category ‘Special Education Supports’ to 5%
  - Change the category ‘Other’ to 2%
  - Change the name from ‘Equity & Inclusion’ to ‘Equity, Inclusion & Diversity’
- Motioned to accept by Christina, seconded by Nikola
- **ALL IN FAVOUR**

### **Safety Report – S. Bitmanis**

- We already have assistance for the Christmas Wish Assembly on Monday for the set up and drop off of gifts.
- Sean asks if there is anyone else interested to help.
- There are some safety measures in place on Savoline Blvd such as a school zone flashing light alerting drivers that they are entering a 40 km/h school zone and that they must slow down. We also have two crossing guards.
- A 24 hrs speed and volume study will be conducted and findings will be shared if any improvements can be made.
- We have devices that alert speeding with flashing lights.
- The Halton Police website has a ‘Roadwatch’ service where driving infraction can be reported (<https://www.haltonpolice.ca/services/reporting/roadwatch.php>).
- The crack on the sidewalk has been fixed and the sink hole in the bus lane has been repaired.
- A door for the stage to drown out noise from the gym is being worked on.
- A gate at the south walkway has been added but the city side has not been changed as of yet.
- Sean made the suggestion to work on something similar for the north side and change the angle of the parking lot spaces so that there is room for a sidewalk for pedestrians to use.
- The School board needs to be involved for this to be approved.
- There were looking for pilot groups for school parking lot improvement. We jumped on it asap but have not heard yet.
- The safety issue was brought up with the double rows of parking on both sides of the school.
- We should educate our parent population on parking lot safety; perhaps deliver flyers with dos and don’ts.
- We should also educate the students to be safe.

**OAPCE Report – J. Magallanes / E. Dela Cruz**

- Joyce and Eric were absent but Christian shared the report with the council on their behalf.
- OAPCE is the only Ministry of Education recognized organization that advocates for the protection of Catholic Education.
- It has strong connections and relationships to many partners: OCSTA, OECTA, CPC, OCSBA, ICE, ACBO, CCC but to name a few.
- OAPCE has recently launched an online consultation website to seek feedback and insights from parents regarding the provincial government's changes in public funding. Please visit: [http://bit.ly/oapce\\_education\\_consultation](http://bit.ly/oapce_education_consultation).
- Be sure to visit the OAPCE website [www.toronto.oapce.org](http://www.toronto.oapce.org) for other useful resources.
- In an article published by the Catholic Register and written by John Kostoff, Executive Director of the Ontario Catholic Supervisory Officers' Association and retired Director of DPCDSB, he shared that the provincial government's decision for highschool students to earn four credits through online courses poses concerns. How will these courses will be administered as courses in our provincial Catholic school boards currently reflect the Catholic perspective and have been developed from a Catholic lens? Who will be developing, administering, assessing and evaluating these courses in a way that our Catholic educators currently do?

**Diversity Committee Report – B. Wiltshire / N. Blair**

- The Diversity committee had first meeting with 10 attendees
- They talked about what was done last year and also discussed new initiatives.
- There have a google document where people can add resources and ideas.
- There were thinking to add teleconferencing to the meetings so that parents can attend remotely.
- Ms. Flood is the teaching staff representative on the Diversity committee.
- The committee is small but mighty.
- Initiatives that were already taken were outlined such as each class room being assigned a country to explore their winter tradition and how they celebrate there.
- They would like to apply the diversity lens across all activities in the school.
- Sita Jayaraman, Senior Manager, Human Rights and Equity, Halton Catholic District School Board attended the meeting.

**Christmas Wish – F. Rego / C. Prentice**

- The assembly is on Monday and we have plenty of volunteers.
- The tree is up.
- Representatives from St. Vincent De Pau and a Miracle on Main Street Constable will be there.
- It is a little different this year as we were asking for gift cards rather than specific gifts.
- Nikola will contact the media and will also submit to the board.
- We will also have our first annual Christmas concert during the day time where parents are invited to attend.



**Fundraising Rep. (Dance-a-thon) – A. Lopes & Committee**

- The Dance-a-thon was awesome and everyone had a blast.
- The grade 3s had a late start as they went first but times will be adjusted for next year.

**5. Volunteer Coordinator Report**

- Emails have been going out asking for volunteers.
- Ideas were shared how to get people to volunteer such as being 'voluntold', perhaps getting family & friends of parents involved.
- We could have an external meet up/social so we can start jelling together.
- Instead of asking for 5 hours, we could break it down into many time slots.

**6. Family Fun Fair**

- The Family Fun Fair is scheduled for Thursday, June 04th, 2019, the same day as the end of year mass @ Holy Rosary.

**7. Adjournment & Next Meeting**

- Nikola motioned to adjourn the meeting, seconded by Ali – **ALL IN FAVOUR**
- Meeting adjourned at 8:13pm
- Next meeting will take place Thursday, January 30, 2020 @ 6:30pm