

## **Minutes of the St. Andrew Catholic School Council**

**Date:** November 18, 2016  
**Time:** 6:30pm  
**Location:** Library, St. Andrew Catholic School

**In Attendance:** Stephany Balogh, Lynne Bucik, Susan English, Nancy Harrison, Elisabeth Michienzi, Kelly Williams, Emilia DeSimone, Julia Yoo, Catherine Frost, Christine Krueger, Marion Bastiampillai

**Regrets:** Kelly Williams (VP), Tracy Rego, Mary Soler, Kelly Stephens

### **Welcome**

The meeting commenced with greetings, Nancy H. led the opening prayer.

### **Approval of Agenda:**

A motion for approval of the agenda was put forth by Christine K.; second by Kelly W.; motion carried unanimously

### **Approval of Minutes from Oct. 5, 2016 Meeting:**

The meeting minutes from Oct. 5, 2016 were reviewed and accepted as presented. A motion for approval of the minutes from Oct. 5, 2016, was put forth by Emilia D. second by Marion B.; motion carried unanimously.

### **Halloween Boogie-a-thon wrap up**

Emilia D. shared the wrap up. Our event was a great success, and \$21,392, our highest amount ever was raised! Our decorations were amazing and overall we were very pleased. Some take-aways from this year are: exploring different ways to automate the prize ticket process, finding more day-time volunteers available to assist with the admin tasks associated leading up to the event and determining a system so that every child receives a prize ticket regardless if he/she brought in any donations. We are sensitive that children should not be left out

### **Business Arising from Last Meeting**

- a) Fundraising Plan: Stephany B. advised that the "Annual School Generated Funds Plan" is due to the School Board by the end of Nov. and is currently in the "Draft" stage. This plan mirrors our "wishlist" plan of expenditures for the most part.
  - i. Boogie-A-Thon-generated \$21,392, minus expenses of approx. \$2,000
  - ii. Treat Lunch \$57K minus expenses of approx. \$30,000
  - iii. BBQ \$12,500 minus expenses of approx. \$8,000
  - iv. Milk Program \$24,500 minus expenses of approx. \$22,500

Our council opened with a balance of \$4,000 and the plan is to close with the same balance.

Plan will be approved by Superintendent and posted on the school website.

- b) Strategic Plan/School Improvement Plan Updates: Stephany B. recapped the goals of Achieving, Believing, Belonging. The deadline to the board for the School Improvement plan, which is usually due in Nov., has been moved to Feb. This plan should incorporate EQAO results, report card data, student questionnaires, and teacher feedback. The intent is to align the school data to

the improvement plan goals. Additionally, there will be several meetings with the school staff leading up to the submission, who will also be able to assist in formulating the plan.

- c) Community Events/Parent Engagement: It was suggested to generate new ideas, and the following plans were finalized: Active Chefs (for which we have a PRO Grant of \$1,000), Drum Fit and Zumba to take place on the following evenings:
- i. Jan. TBD
  - ii. Thursday, February 9 – Active Chefs 6:00-7:30
  - iii. Mar. TBD

Stephany to advise available gym dates and then event will be booked

- d) Wishlist for Expenditures:  
**Appendix A**

Stephany B. shared the detailed notes she received from the teachers and shared some of the ideas which total approximately \$19,363. A motion for approval of the wishlist was put forth by Susan E., second by Emilia D.; motion carried unanimously.

- e) BBQ: June 8 '17:
- i. Food - much discussion took place with regards to sourcing a food provider that could potentially be more accommodating with our needs with respect to volume of people to be served and the timing.
    - \*Elisabeth M., to contact M+M on Prince Michael to inquire on their capabilities to service approximately 900 people
    - \*Kelly W. to contact Beaver Tails as a dessert option as well as the Town of Oakville with respect to any permit requirements
    - \*it was agreed that any exchange of information, decisions and booking of our food provider would be dealt with via email so that we can confirm prior to our next meeting.
  - ii. Main Event-Stephany B. to book, noting we have a pending credit remaining from LY due to a 40 minute generator outage experienced. Members of council were encouraged to visit the Main Event website to seek out suggestions for any desired events, keeping in mind that the school board does not allow bouncy castles or mazes. Council members are asked to advise Stephany by the end of Nov. with any recommendations.

### **Parish Rep Update**

Christine K. provided an update with regard to the Parish Retreat, which has been adjourned again until January. She shared an opportunity presented at the retreat for the parish to potentially invest in a software subscription (<http://formed.org> or dubbed "Catholic netflix") which could provide the school access to content regarding the commandments, etc. Stephany B. indicated that she would touch base with the school administrators of our family of schools to discuss if we would be interested in this access. Also discussed was the Youth Mass initiative. Organizers were planned to be present at St. Andrew on Parent-teacher interview night to solicit interest amongst our students.

### **Accommodation Review Committee (ARC) Update**

Sue. E provided an update on the 3 meetings she and another school, Stefania Carone, rep have attended. There are 8 additional meetings scheduled. Although St. Andrew may not be impacted by this process,

our school has been asked to participate. There are several options that have been communicated by the board and can be found on the board, and the ARC committee is in the process of formulating other options.

### **Review of Policy Regarding Adoption of School Uniform Dress Code**

Stephany B. outlined that our last dress code review/vote took place in April of 2013, and our vote for “no uniform” was 54.4%. The school board policy highlights that not before 3 years since the last vote, can a process to review the dress code/uniforms be initiated. The process includes a committee to review and discuss interest. It is up to the school council to determine if the school will move to a vote this year or not. It was decided that at our next council meeting, will determine if there will be a vote in Feb. or March of 2017. Communication to our community will be sent via the newsletter.

### **Financial Update**

#### **Appendix A**

Emilia D. presented the 2016-2017 budget proposal to council.

### **Principal's Report**

#### **Appendix B**

Stephany B. presented.

### **New Business for Future Meetings**

- Dress Code/Uniforms
- BBQ
- School Improvement Plan
- Community Events/Parent Engagement-Finalized
- ARC update

### **Closing Prayer**

Led by Nancy H.

### **Adjournment**

Since there was no further business the meeting was adjourned.

**Next meeting Date: Monday January 23<sup>rd</sup>, 2017 at 6:30pm**

**Location: Library, St. Andrew Catholic School**

## **APPENDIX B - Principal's Report November 16, 2016**

### ***Believing - Catholicity***

1. Celebrated a Thanksgiving Liturgy Thursday, October 6, lead by grade four classes.
2. Grade 3 to 8 students received Reconciliation by visiting group of 10 parish priests to St. Andrew on Friday, October 14 in the gym (rescheduled by MMOG).
3. Gr. 7 Retreat at Camp Brebeuf Tuesday, October 11- lots of great team building and spiritual activities, the students enjoyed their experience
4. Social Justice Initiatives- The Ambassadors initiative "We Scare Hunger" to support Oakville Fair Share Foodbank was very successful once again.
5. Remembrance Day Liturgy, Friday, November 11 – prepared by Mrs. Mihalides, Ms. Penwarden, Ms. D'Alessio and Ms. Wirkowski's grade 3 classes was very special.
6. Faith Day PA Day Friday, October 7- was a beautiful autumn day and great opportunity for all staff team building and faith formation.
7. We continue with daily prayers on the announcements and in class. We also began Christian Meditation for the school community on Wednesday, November 16. We are currently experimenting with 1 day a week after lunch. It is another excellent opportunity for staff and students to deepen their relationship with God with this form of prayer.
8. Grade 2 Sacrament of Reconciliation on November, 26 at 9:30 am at MMOG Church
9. New Family Youth Led Mass at MMOG first Saturday of the month @5pm
10. Feast of St. Andrew Liturgy will be celebrated on Thursday, Nov 24<sup>th</sup> @ 2:30 in our gym- families are welcome.
11. Tree of Light – to take place in December: we are looking for Walmart and Superstore gift cards to donate to St. Vincent de Paul (MMOG) during the week of December 5-12.
12. Halton Police 'Toys for Tots' Campaign to support some families in need at each school in HCDSB
13. Advent Family Twilight Mass to take place at MMOG on Tuesday, December 6 @ 7 PM with social to follow in the foyer following mass- this is a FOS mass for all to attend.
14. Gr. 7 Confirmation Rehearsal for students is Thursday, January 12 @ 10 am at MMOG
15. Gr. 7 Confirmation Saturday, January 14 at 10 am at MMOG

### ***Achieving - Curriculum***

1. Early Interventions underway with several reading intervention groups
2. Kindergarten Reading Program with the Knights of Columbus volunteers began Tuesday, November 15 and runs weekly, following Breakfast Club
3. Grade 1 to 8 ongoing PD with Itinerant Literacy Numeracy Teacher who visits weekly
4. School Improvement Plan is underway, being updated and will be completed before Christmas, in December
5. Progress Reports are going home November 22 with interview schedules included
6. Parent Teacher Conferences on the evening of the Thursday November, 24 and during the day on the PA Day on Friday November 25.
7. HCDSB "Keeping Christ in Christmas" contest open to student entries for either artwork, song or video- due to the office by November 24; the winner for St. Andrew is submitted to the HCDSB by December 2
8. Pathway Planning: Transitioning to Secondary School preparations underway- Grade 8 students visited HT October 18. Grade 8 Parent Night at HT on Thursday, November 10. visits from HT staff to St. Andrew to assist with Grade 8 option sheets, which are underway and due in December. Course selections will be made in MyBlue Print.

### ***Belonging - Culture and Community***

1. Halloween Boogie-a-thon – another great event with lots of dancing fun. Special thanks to our parent volunteers – very helpful with décor and pledges. We exceeded our target of \$20K.
2. Classroom Eco detectives doing well: We continue with Terracycle, in the past we have made over \$1000 per year (2 cents per package is raised).

3. Naturalization Project in the Kindergarten yard is being enjoyed by our students.
4. Bullying Awareness Week Nov. 14– 18: We had a “Freeze out Bullying” presentation for Gr. 4-8 today, and positive message cookies distributed to JK-Gr.8 students today. On November 22, HCDSB has a bullying prevention launch at HT where a staff member and 3 student Ambassador representatives will attend to find out about the contest. The theme this year is: “See the problem, be the solution.”
5. RAD Assembly on Friday October 28, and it was well attended. Our next RAD assembly is Friday, December 2. Parents and guests are always welcome to attend.
6. Spirit Club- we will be wearing red for United Way on Friday November 18 for “Paint the Town Red” day.
7. BRAVO - Officer Scott working really well with Grade 6 staff and students; BRAVO graduation TBD.
8. Athletics: Volleyball teams in playoffs now, Knights’ Hockey Blast competition Friday, December 2 @6:30pm Loyola High School, Basketball season is beginning soon.
9. Many clubs/activities taking place, and starting soon (e.g. ECO club, Spirit club, Artists of the Month, Programming Club, Choir club, L2L, PALs club, Show Choir, chess club, etc.) – thanks to the support of dedicated staff.
10. St. Andrew Breakfast Program 3X a week! Thanks to Mrs. Robertson & Mrs. Carone and many other Volunteers- they are doing a great job; core group of volunteers + Knights of Columbus are terrific. We typically get 75-100 students daily participating.
11. We had our School Healthy Snack on November 10, and it is appreciated by students
12. Big Brothers/Big Sisters Homework Club is now operating every Wednesday after school in the library.
13. All Star Reading is starting soon with Knights of Columbus for FDK students.
14. Scholastic Book Fair taking place in the library November 18 to 24. It will be open again on the Thursday, November 24 evening, during interview night. Thank you to our new library technician, Mr. Andrew Riches
15. Pizza treat Lunches are going smoothly. Thanks you to organizers and parent volunteers who are doing a great job!