

St. Dominic Catholic School Council Meeting Minutes

November 8, 2018
6:30 p.m.
St. Dominic School Library

Facilitators:	Paul Deoni, Vice Principal Michele Braidà, Principal	Note taker:	Kelly Sam
Attendees:	Lidija Efremova, Lily Maxwell, Linda Marabeti-Romano, Selena McLeod, Kellie Allington, Erin O'Grady, Kelly Sam, Betsy Thomas-Wohleber, Mary Gesuale, Adele Morson, Nick Pocrnic, Paul Deoni, Michele Braidà		
Regrets:	Laurie Mendoza, Michelle Krug, Abel Asres, Steve Kraijnovic, Suzanne Krajinovic, Marija MacKenzie, Michele Wyss		

Minutes

Agenda item: Opening Prayer & Approval of Minutes **Presenter:** Paul Deoni

Discussion:

Minutes from October 4th Council meeting sent out by email last week.

Motion to approve by: Mary Gesuale

Second to approve by: Erin O'Grady

Conclusions:

Minutes approved

Action items	Person responsible	Deadline
✓ None	N/A	N/A

Agenda item: Administrator's Report **Presenter:** Michele & Paul

Discussion:

- Financial Update: School's funds are made up of funding by Board / Ministry of Education & School Generated Funds (SGF). SGF are funds raised by school (eg. Dance-a-thon (DAT), pizza days, pita pit, commissions etc.) and are meant to be expensed in the same year they are raised. SGF financial summary was presented - has the following sections:
 - Admin: HST rebate, student agendas, etc.
 - Clubs: student gov't,
 - Departments: library (book fair), etc
 - Charities: stud gov't initiatives,
 - Halton FFT: snack bins, salad bar, etc.
 - School Fundraising: DAT, pizza days, etc.
 - Spec events: tournaments, bussing fees, Grade 8 Grad, etc.

The school is obligated to provide updates to the school community 3x per year. On average, \$300,000 flows in and out of school per year. School will also update the community in newsletters as to how money is being spent

- School Cash Online (SCO): It was recently discovered that the school is charged 3% on credit card (CC) usage which has resulted in an extra \$3000 charge last year. As a school, we do not have a say in whether we do or do not use SCO, it is a board initiative. We also pay fees for SCO. It was mentioned that some other boards do not allow credit card payment for this reason and that we are lucky to have this option as it is very popular and convenient. Suggestions include communicating with the community that we pay a fee on CC transactions and asking that they consider this when paying with SCO, or also looking into an etransfer option.
- X-Movement: X-Movement parent night was well-attended. Each class got 3 sessions with X-fusion. Overall, kids had a great time.

- Book Fair: Nov 19-Nov 22. Mrs. Sousa is looking for volunteers and is currently putting together a schedule. Fair will run all week for the students and Thursday evening and Friday for parents. A donation list for classrooms will also be available. We can hold a book fair either during interviews in November or Catholic Education Week (CEW) in May. Next year will try to do it during CEW so that we can do Chapter's night in November.
- 21st Century Learning: Is more than technology, has evolved to include the classroom environment for learning: flexible seating in classrooms, stand-up work stations, cushions on chairs to make more comfortable, etc. One of the teachers is going to pilot such a program. School is looking into grants as well as a volunteer to make it happen.
- Scott Graham: Came in to speak with students about manners. Staff have noticed that there it is making a difference with the younger students. Is also making a with older students and they are using tools he suggested. Grade 7&8's attended a daylong presentation at the Meeting House by S. Graham. His talks motivate kids to be responsible learners and problem solvers. Later during the meeting, an email was received by Scott Graham and shared by Michele commending the grade 7&8 students for their wonderful manners during the talk at Meeting House. 😊
- Snoezelen Room: Sensory room to support students with Asperger's, Autism Spectrum Disorder (ASD), anxiety disorders, etc. The room seems to calm these students and allow them to focus on the many stimuli in the room. The materials are in and most have been set up. Bubble tube, fibre optic spray, computer system on the wall for projection systems or games, sound system for music therapy, hammock in middle of the room. The students using it are those who are having difficulties self-regulating in the classroom. Prior to the use of the room, discussions are happening in the classroom with teacher, parents and educational assistants. Many are taken to the room for a short time (10 minutes or so) per day for calming time.
- Lunchbox: Email will go out to the school community on Nov 20th re: lunch box orders - Quesada on Mondays, Swiss Chalet on Fridays. A selection of options have been chosen by school and will be available for order on a week-by-week basis as will be described in the info letter to be sent out. All Lunchbox orders are prepared in nut-free facilities and guarantee no cross-contamination. Re: Allergies – kids who bring food from an outside provider need to eat in the office and are wiped down afterwards (eg. Tim Hortons, McDonalds, etc).

Conclusions:

N/A

Action items	Person responsible	Deadline
✓ Updates re: finances & expenditures of fundraised dollars in newsletter	Paul	Ongoing
✓ Look into whether etransfer option for school payments is feasible	Paul	Next Meeting
✓ Set Chapter's Night date	Kelly	Dec 1

Agenda item: Council Procedures **Presenter:** Selena/Paul/Michele

Discussion:

How to bring something up to Council? If anyone has an agenda items they'd like to bring up, they should email Selena & Lidija (a call for agenda items is also usually emailed out a week or so prior to meeting). They will discuss with Michele & Paul to see if the topic falls under school authority and will add to the agenda if applicable. Open discussion around the table is encouraged. Always feel free to ask questions or for clarification if you don't know or aren't familiar with what is being discussed. General expectations of council members: read the meeting minutes, volunteer to help out with events/initiatives, attend meetings when you can. If we get comments from parents, please ask them to speak directly with Michele and/or Paul. They are open & like communication, no appointments necessary.

Conclusions:

N/A

Action items	Person responsible	Deadline
✓ None	N/A	N/A

Agenda item: Oct 17th CPIC – Council of Chairs Meeting

Presenter: Lidija

Discussion:

Lidija and Michele attended the CPIC – Council of Chairs Meeting and provided a summary for Council: Number of trustees in Milton was increased by 1 because of growth, Oakville was reduced a trustee . Guest speaker talked about how to engage people to participate in the community (with kids or without). Halton Catholic Children’s Foundation were promoting a fundraiser - \$800/table to have dinner with the Bishop. Special Education Advisory Council – has meetings every Tuesday and all are welcome to attend.

Conclusions:

N/A

Action items	Person responsible	Deadline
✓		

Agenda item: Dance-a-thon Update

Presenter: Kelly/Betsy/Kellie

Discussion:

- Financial summary was presented with 2018 numbers as follows (numbers not finalized):
 - Gross: \$16,495
 - Expenses: \$1,668
 - Net: \$14,827 (Goal was \$14,000)

Compared with years past – gross is slightly lower, but expenses significantly reduced due to donated baskets in lieu of purchased prizes, no student “gift”, and having a student DJ. Baskets went over extremely well, but are a lot of work and may have an added cost in terms of reducing donations. Discussed whether we should continue with baskets. If so, suggested will need more volunteers to help out. Discussed whether Dance-a-thon should continue in future years, and in general many supported continuing it. It is a built in event as we can use the excitement of Halloween to hold a great event. Also a great opportunity for parents to meet other parents – community building.

Conclusions:

N/A

Action items	Person responsible	Deadline
✓ None	N/A	N/A

Agenda item: 2018-2019 Initiatives

Presenter: Selena/Lidija

Discussion:

- PRO-Grant – What to do for next year? Suggestions included: dietician, active chefs (cooking different meals in groups with families), Scott Graham talk or event.
- Catholic education week – May 6-10th. Have Open house and French Café (French teachers run it) in past, with treats from nut-free bakery. Continue with French Café or do something else – Spanish for Cinco de Mayo, or International?
- Outdoor classroom – look at grants – Lily would like to help. Known resources: Halton Learning Foundation offers up to \$1500/school, Honda Canada – another application. Selena & Kelly also can help.

Conclusions:

N/A

Action items	Person responsible	Deadline
✓ Think about PRO-Grant ideas for next year.	All	Next Meeting

Action items	Person responsible	Deadline
✓ Outdoor classroom grant applications	Lily/Selena/Kelly	TBD

Agenda item: Voice of Parents **Presenter:** Selena

Discussion:

none

Conclusions:

N/A

Action items	Person responsible	Deadline
✓ None	N/A	N/A

Upcoming Events

- Nov 9 – Remembrance Day celebration (Mr. MacPhail), Kindergarten and Grade 1s have separate service
- Nov 20 – Progress Reports go home
- Nov 22/23 – Parent Teacher Interviews
- Dec 14 - Christmas Concert for Kindergarten in afternoon
- Dec 20 – Grade 1-6 Christmas Concerts, 2 showings (1 in morning, 1 in afternoon)
- Dec 23 – Mr. Jose Retiring

Future Meetings

- | | |
|---------------------------|------------------------|
| Thursday December 6, 2018 | Thursday April 4, 2018 |
| Thursday February 7, 2018 | Thursday May 2, 2018 |

Closing Prayer and Adjournment before 8:00pm