

# **St. John's School Council Meeting**

**November 7, 2016**

Present: Tami Browne, Maria Lourenco, Jason Crawford, Dan Francis, Mel Keogh, Christian Thibault, Chris Worobec, Susan Petrucelli, Katerina Frame, Dolene Vanderlelie (until 7:00), Tom Mancini.

## **1. Call to Order**

6:30 – Meeting Opens. All recite School Council Prayer.

6:32 – Approval of Meeting Agenda. Maria requested an amendment to the Agenda to allow Dolene to participate before she had to leave at 7:00. The Agenda was approved as amended.

6:33 – Dolene: There is an upcoming 'evening of reflection' for Parish Reps at St. Matthews in Oakville.

Question for Council: How is Food for Thought going? Does the program need funds?

Tami answers that the school budgets \$3,000 for the basket program, and \$600 for emergency lunches. Last year Food for Thought spent \$1,561 on the basket program.

Dolene: The Church lends the school linens for the annual Pasta Night dinner. A few were returned dirty after last year's dinner.

Mel: The linens are mainly used on the prize tables, and paper is used on the food tables. Some were washed after the event, others weren't.

Dolene is the Catholic Women's League representative, and any requests for help etc. can go through her.

## **2. Presentations**

### **2.1 HCDSB Strategic Plan**

6:40 – Maria: The HCDSB Strategic Plan 2016-21 has been completed. Tami reviews the plan with Council by way of a presentation. The Board came up with the plan after receiving 6,300 responses from teachers, staff, students, parents etc.

Maria advised that parents have an opportunity to provide further input on the Strategic Plan through a survey made available on the Board website.

### **3. Approval of Minutes**

#### **3.1 May 4, 2016 Minutes**

6:53 – Minutes from May 2016 Council Meeting for approval. A ‘change’ to the minutes: add Dan to ‘regrets’, and add Mel to ‘present.’ The minutes are approved as amended.

#### **3.2 October 3, 2016 Minutes**

6:55 – Approval of minutes from October 3, 2016 meeting. A ‘change’ to the minutes: Council Roles to include Katerina Frame as “non-teaching representative”. The minutes are approved as amended.

### **4. Action / Discussion Items**

#### **4.1 Volunteer Update / Strategy**

6:56 – Maria has been in contact with Jacquie Martini, the Volunteer Co-coordinator. Volunteer numbers are down from last year but some of the “regulars” have yet to sign up. Most programs have enough volunteers, but could use a few more for Food for Thought. Pasta Night needs more volunteers, it is a very ambitious evening. Maria shares volunteer experience from another school which has a much smaller “committee” for their community fundraising dinner, but also has a smaller event. The format may need to change to reflect the number of volunteers.

Tom advises that the St. John’s Parish Men’s Group is willing to come and help with our programs. Maria to pass on contact information so that Volunteer Coordinator can relay to Tom any requests for help.

Maria shares additional volunteer experience from another school where pizza days and other lunch programs are run by school staff with some help from grade 8 students, but no parents.

Maria presented some ideas which had been discussed and agreed upon with Jacquie, with a goal of increasing the volunteer base. Suggestions include revamping the volunteer sign up form; providing a ‘stand-by list’ option (to provide volunteer coverage on an as needed basis); changing some names to ‘Team’ instead of ‘Committee’, to stress less commitment from the volunteers; maintaining volunteer sign-up sheets in the office. Also discussed setting up a table during Parent-Teacher Interviews, giving parents another opportunity to sign up.

Tom will present a list of volunteer duties to the Men’s Group. Chris stated that perhaps a Facebook Page for volunteers would generate interest. Christian suggested adding volunteer needs to the monthly newsletter.

Maria agreed to maintain this item on future Council agendas and continue to report on the status of Volunteers.

#### **4.2 Sports Teams**

Jason - St. John's did not field a girl's or boy's volleyball team this year. Why? Is it a lack of student athletes, or a lack of teachers willing to coach? Chris is the representative for the Assumption Association of School Tournaments, and has noticed a lack of St. John's participation at volleyball and flag football, as of late. Council is in agreement that the children should have every opportunity to play these sports, if desired. What is the teacher tendering process to fill coaching positions? How can we avoid not fielding teams going forward? Parents have approached several Council members to state that school athletics are a priority to their respective families. Dan stated that there are parents who are willing to coach these teams, if there is a teacher willing to be present for practices and games.

It is established that a teacher needs to be present for liability issues etc.; Tami indicated that this had always been Board Policy and other Council members concurred. Maria inquired as to the specific Board policy that stated a teacher must be present as the Policy II-26, "Managing Student Risk in Interscholar Sports" did not indicate such (just the identification of an "in-charge person"); the details as to the relevant policy were not available. Maria also suggested that Council had the opportunity to address the limitations of the current policy with the Board. Council members agreed that, as parents, their preference in any case was to have a teacher present.

Tami suggested that hosting tournaments at St. John's could alleviate the requirement to have a teacher acting as Coach however the school would be responsible for referee fees. Council members agreed to cover those costs although information as to the dollar amount was not available.

Chris offered to inquire as to whether the teacher representative / coach had to be a St. John teacher or whether a teacher from another HCDSB school could fulfill the role.

Other suggestions included having teachers "share" the role of "coach" and provide supervision on a rotating basis. It was agreed by all to continue to endeavor to find solutions so as to provide students with as many extra-curricular opportunities as possible.

#### **4.3 PRO-Grant**

Maria – The Ministry has approved a \$1,000 PRO (Parents Reaching Out) Grant which was applied for by the previous Council. The application was to host a Parent Engagement Evening

to demonstrate to parents what students are learning in math. Maria, Jason and Mel volunteered to form a sub-committee to plan the event including scheduling a date.

The January 9 Council Meeting will feature 'math games' for council members.

#### **4.4 Fundraising Budget and Allocations Subcommittee**

Maria - A two-part process will be starting soon to establish fundraising activities and targets and then determine allocation of raised monies. Christian, Jason and Maria will be on this committee and will report back to Council in January.

#### **4.5 Uniform Review Plan**

Maria - Maria reviewed the requirements of the School Board Uniform Policy II-41 including the requirement for an (at least) annual review by School Council of the school uniform dress code. The process provides an opportunity to review several aspects of the school uniform dress code policy and implementation. This review had been previously scheduled for the current meeting but Maria suggested that in light of the new supplier it would be prudent to hold this review later in the school year. This would give families an opportunity to become accustomed to the new supplier and therefore provide feedback on the basis of the future (not past) supplier, including whether or not the community desired to proceed with a uniform vote. Tami indicated that it was not necessary to consult with the community or to wait for the new supplier to be in place and that Council could vote at this meeting as to whether or not to proceed with a uniform vote. Tami also shared information regarding the new supplier, 'In School Wear' (ISW), including that pricing would be consistent with McCarthy's (the old supplier). They will be adding 'hoody' style sweatshirts. Students can still wear their McCarthy clothing. Maria inquired as to the pricing as website pricing for ISW was significantly higher than McCarthy's. Tami indicated that a pricing list from ISW was not available but ISW did say their pricing would be the same. There was significant discussion as to whether or not the decision to have a uniform vote should be deferred on the basis of the change in supplier, as well as whether or not to consult the wider community on the issue. Maria referred to the Education Act and the Board's School Council procedure manual both of which refer to community consultation. There was discussion as to whether community consultation necessitated seeking feedback beyond Council members, whose role is to represent parents and the community. Tami indicated that she had received direction from the Superintendent that the Uniform Policy did not require further consultation and that Council could vote on behalf of the school community as they were their representatives. Tami asked Maria to make a motion to not proceed with a uniform vote this year. Maria declined to make the motion and indicated she would abstain from voting on the grounds that the motion was improper given

that Council had not consulted with the community. Christian made a motion to not carry the vote forward. The motion is seconded.

Tami would like to include in the minutes that the intent of the discussion was to not go out to the community for a vote on whether to decide whether a vote is required to the community.

8:00 – Motion to continue meeting past 8:00. Motion seconded.

## **5. Information / Discussion Items**

### **5.1 Principal's Report**

Tami presented the Principal's Report.

#### Catholicity

1. Remembrance Day –November 11—City Hall and Legion- laying of a wreath with St. John School written across it in the morning—Choir going to the Legion in the afternoon
2. Grade 7 confirmation retreat Friday November 4th- 9:30am - 2:30 pm. –Camp Brebeuf
3. Grade 7 Confirmation Tuesday November 29th, 7:00 pm (Class picture with Bishop). Thank you to council for the gowns. Thank you to Mrs. Martini and her team for all her support and effort!
4. School Faith Day- The Year of Mercy
5. Confessions Thursday December 8nd 1:00 pm
6. Advent Mass Thursday December 15th 9:00 am-Jesse Tree
7. Daily prayers by students

#### Curriculum

1. Support provided by Itinerant Literacy and Numeracy Teacher/Consultant
2. Support provided by Itinerant Special Education Teacher/Consultant
3. All classrooms have interactive technology
4. Response To Intervention
5. Empower program well received
6. Nov. 22th progress reports go home

7. Nov. 24th evening – parent teacher interviews/ Nov. 25th PD day for interviews
8. Math focus continues for our school- Math lead teacher –Tracy Freitas Paprocki
9. Supporting pathways and transitions gr. 7 and 8 teachers (promoting student engagement, pathway planner and building relationship between elementary and secondary, giving students a voice)
10. SIPSA/EQAO/Problem of Practice
11. BRAVO presentation Friday Dec. 9th 10:30
12. TTFM-Big Kid Entertainment –program theme for self-regulation and healthy living (\$625.00)/ Minds-Up pilot project with the grade 5's
13. Library-Learning Commons

#### Community / School Culture

1. Food for thought continues- \$3000.00 for our basket program; \$600.00 for our lunch program—donation of \$500.00 from the men's group to help with running these programs.
2. Food 4 kids- weekend food program continues
3. \$500.00 from Men's Group. Thank you
4. Remembrance Day--community
5. ECO initiatives- water bottle/technology trash bin
6. Halton Region (Public Health Nurse/Mental Health Liaison Nurse) is available to us
7. United Way- civvies day-will be on Friday November 18th. Paint the Town Red
8. Dance-A-Thon- Mrs. Petruccelli's class pizza party; over \$4000.00 was raised

8:15 - Maria followed up regarding previous statements that the Grade 6 EQAO math results reflected Grade 7 curriculum on the test. Tami confirmed that that information, presented at the previous meeting, had been confirmed to not be accurate.

#### **5.2 Parish Report**

Tom Mancini, Parish Rep, presented the Parish Report. Tom will present the meeting highlights to Father. April 1 is the Parish Talent Show. The Men's Group is running the show.

### **5.3 Council of Chairs Report – October 19, 2016 meeting**

Maria referred to the Council of Chairs report which had been previously shared with Council members and asked for any feedback or questions. There were none.

### **5.4 Indigo Adopt a School Update**

Maria – The Indigo Adopt a School campaign was a big success, raising \$3,650 in Indigo gift cards. There was discussion as to how the funds would be spent and it was suggested that students as well as the community be provided an opportunity for input. The funds must be spent at Chapters/Indigo; product purchased in-store receives a 30% discount.

### **5.5 SEAC Update**

Maria - Maria shared information regarding the Special Education Advisory Committee (SEAC), a Ministry mandated Board committee. SEAC advises the Board on Special Education issues. It is a volunteer committee; Maria represents ABC Halton which advocates for students identified as Gifted. Maria shared information regarding parent engagement initiatives including SEAC Soundbytes published in school newsletters and the webinar series including a webinar scheduled for November 28<sup>th</sup>.

Maria thanked Tami for her support of SEAC initiatives by regularly publishing SEAC Soundbytes in the school newsletter.

### **5.6 Metro Green Apple Grant Opportunity**

Maria shared information regarding the Metro Green Apple Grant. \$1,000 is available to be applied for to be put towards healthy eating initiatives. The application is due by December 31. The information was left with Council members to consider.

## **6. Round Table / Open Discussion**

Mel asked that if the older students are using technology more to complete their school work, can they be taught to type? Also, she asked about the school parking lot. Perhaps a one-way arrow would assist. Tami will ask Father Bob about it.

8:30 – Council recites Hail Mary. Meeting adjourned.