



**St. Luke School Council  
Minutes  
March 6, 2017 7 pm**

---

**Attending:** Emi Bakaic (Principal)  
Pam Crepinsek (Non-Teaching Representative)  
Mario Mule (Teacher Representative)  
Ron Apel (Council Chair)  
Nancy Guzzo (Co Council Chair)  
Tina Forte (Parish Representative)  
Ally Bergin (Secretary)  
Sawson Selwyn (Parent Representative)  
Mike Newell (Community Representative)  
Darren Koerber (Parent Representative)  
Christina Hunter (Parent Representative)  
Tracy Dilawri (Community Representative)  
Ciara De Jong (Parish Representative)  
Diane Carvalho (Parent Representative)  
Regrets:  
Regina Dykeman (Parent Representative)

---

1. Approval of agenda / previous minutes  
Motion to approve Christina, seconded Kiera
2. Follow Up on Dates / Deliverables from previous meeting
  - a. Board Letter from Ron

- i. Need to add more detail

ACTION ITEM: Kiera to review (Ron to send over)

**b. Budget Update – Emi**

- i. To be inserted

**c. Fencing - Emi to connect with the Facilities Manager**

- i. Spoke to FM, site plans approved by town. Policy in place (IV02) – in the process of being reviewed- the fencing is the way its supposed to be. Not missing anything – town dictates access to the public area; Conservation Authority of Halton gives us a free tree every year.

**d. Buddy Bench Idea – Emi /Christina**

- i. Emi and Christina went to St. Mary’s school to see the benches – Emi in contact with the lead on that project. Rules focused around the buddy benches. Emi spoke to the principal. They have had success with it. Visible from all areas. Pros outweigh the cons. Safe school team likes the idea. Cost - to build one it would be \$500; can we incorporate into a Butterfly garden. Christina, Emi and ECO lead will take it way, get a quote and figure out how to set it up.

ACTION ITEM: Loretta to look into stump donations.

**e. Solution Update – solved**

**f. Freezer Status – have a space, just need a freezer (stand up one).**

ACTION ITEM: Emi to check into sourcing along with Nancy and Ron

**3. Fundraising Updates**

**a. Popcorn – Options for pre-packaged**

- i. Emi brought samples; meets healthy foods requirements - \$0.65 per bag; can sell for \$5 with water and movie; will sell at movie night with a bottled water;

ACTION ITEM: Where did the funds go in the past with popcorn sales – Emi to check with Karla

b. Candy Gram Update on Valentine's Day –

- i. Candy floss was donated; every child got a candy gram \$1,122 (\$160.16 for expenses) - cleared \$961.84
- ii. Cost of Grade 8 trip per student - \$618;

ACTION ITEM: Emi looking into accessing different funds to support the kids that need funding to go.

- iii. Sponsor some of the cost of the trip through a meal/event (will figure it out)
- iv. Do we want to do it again for Easter – not this year

c. Pasta Night Update (it is a community night)

- i. Tentative date – May 17th
- ii. Need a commitment for additional support
- iii. Ron will go to Hamilton to pick up the pasta
- iv. Busker fest in the cafetorium

ACTION ITEM: Need a separate meeting on planning this – Nancy to propose possible meeting dates

d. Dance-a-thon Idea Share – Emi/Nancy Best Practices

- i. Have a framework from St. Dominic's fundraiser
- ii. Need to start the planning ahead of time – council is supportive of the online donations

e. Chapters Days

- i. 2 options – in person, 4pm to close or as an online purchase; for all the sales, if you chose to get a giftcard for Chapters, we raise 20%; if it's a cheque then we get 15%
- ii. Line it up for before next Christmas; in store

ACTION ITEM: Nancy to request

f. Movie Night date – Tracey leading – move to community from fundraising

- i. April 27<sup>th</sup> – ACTION ITEM: Emi to confirm date

g. Nancy will send out dates for pasta night planning

4. Financial Analysis Update / Observations – Mike

- a. Mike presented the YTD funds, with expenditures to date and future expenditures

5. Principal's Report

Insert Emi's report

- a. Catholicity
- b. Curriculum
- c. Community Building
- d. Home-School Communication
- e. Safety
- f. Holiday plans

6. Chair's Report -

- a. Cpic Meeting
  - i. Together in Faith
  - ii. Change in the rules that impact the council; we are allowed to advise on all topics (change from current which is "specific" topics)
- b. Cpic Binder ref: Bi-laws
  - i. Emi sent out an electronic copy week of Feb 27<sup>th</sup>
  - ii. We need to revise the bi-laws  
ACTION ITEM: Nancy and Ron to review and provide a recommendation
- c. Financial/Budget update
  - i. Mike's work on the budget was great
  - ii. Can Mike continue to support us in this capacity? As our Financial budgeting support  
ACTION ITEM: Next meeting Mike will update the YTD view, including a comparison to previous years and the 2017/18 budget
- d. Meeting timelines
  - i. Lets try and keep the meeting down to 90 minutes

7. Public Bus Routes - Loretta

- a. Going to try and bring one of the bus routes up to St. Lukes (they can't add a bus no funding; and can't change the routes; will take some time – hopefully for the next school year)

8. Subway lunches

ACTION ITEM: Ron will come back to next meeting with what it entails

- a. Could we have a couple of parents come and bbq hot dogs

ACTION ITEM: Emi can look into the food safety and handling

9. Parish & Community Rep reports

- a. Going to restart the children's literacy program

**Next meeting – May 31<sup>st</sup> at 7pm**