

SCHOOL COUNCIL MINUTES
ÉCOLE CATHOLIQUE CATHÉDRALE

Wednesday, October 10, 2023

Meeting: 6:30 pm HYBRID Meeting

Attendance: Andrew, Jenn, Laura, Tammy, Karen, Laurie, Nadia, Amy, Emma, Christine, Marissa, Sherri, Lisa, Ted, Nina, Jacqui

Regrets: none

Opening Prayer - Tammy - Blessed Beyond Belief Prayer

Approval of Tonight's Agenda

1. Sherri
2. Karen

Approval of September Meeting Minutes

1. Amy
2. Nadia

Principal's Report (Tammy)

- Safe and Caring Schools team met last week to update our plan and code of conduct. Ready to share at the next meeting.
- Open House was a great success. Kona Ice we made \$175 put towards yard painting.
- Terry Fox huge success over \$7000 raised and staff doused with water balloons last Friday
- Halloween costumes or orange and black no masks or accessories/props
- Progress reports go home November 6th . Link for parent-teacher conferences link goes out October 13th at 3:00 pm. Conferences scheduled for November 8th and 9th
- Grade 7-8 planning for Quebec City trip. Parent meeting October 24th and fundraising has begun (November dance, Christmas planters/wreaths)
- PD days: October 27th and November 10th
- Bus patrollers training October 16th for selected students in grades 5-8
- Playground PALs (Playground Activity Leaders) training October 24th run with Kingston Health Unit
- Picture retake day Monday November 13th
- Director DeSantis visiting November 15th Early Years and Main campus
- ECC @ Kingston Frontenac game for Anthem Friday November 17th
- Grade 7 Immunizations November 29th
- School Musical – Frozen Jr.

Laurie (EYC)

- Halloween Parade
- Construction happening on Seventh Ave - communication will go out to the parent community for EYC regarding drop off location changes.

Teacher's Report (Laura Gowsell)

- Tickets for a Frontenacs Game - kickback for ticket sales to school
- Frozen Jr Musical announced - April 22-25
 - Students Grade 4-8 welcome to join
 - Auditions week of Oct 16 & 23

Ted Splinter (EYC) - Nothing to add

Financial Report (Jacqui)

- Opening Balance from Sept \$7,055.30
- Closing Balance from October 11 \$13,650.80

| ECOLE CATHOLIQUE CATHEDRALE CIBC CIBC - GENERAL ACCOUNT | | Category Umbrella Overview Report(Select Date Range) | | | Report #5 Date ... Range 09/01/2023...10/11/2023 |
|---|--------|--|-----------------|-------------------|--|
| Unassigned Category Umbrella Type | | Balance Forward | Expense | Revenue | Balance |
| School Council | | | | | |
| Mabels Labels | 13001 | \$277.43 | \$0.00 | \$0.00 | \$277.43 |
| Playground Structures | 11001 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - A Ride with Sparky | 11101 | \$215.80 | \$0.00 | \$0.00 | \$215.80 |
| School Council - Charity Fundraising | 11004 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - Coffee/Syrup | 11007 | \$1,646.13 | \$0.00 | \$0.00 | \$1,646.13 |
| School Council - Cookbook | 11003 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - Family Movie Night | 11005 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - Hot Dog Lunch | 11002 | \$3,205.27 | \$0.00 | \$0.00 | \$3,205.27 |
| School Council - Indigo Books | 11201 | \$153.76 | \$0.00 | \$0.00 | \$153.76 |
| School Council - Jack Links Fundraiser | 11006 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - lego fundraiser | 2888 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - Paint Night | 2022 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council - Poinsettias | 110010 | \$1,615.46 | \$0.00 | \$0.00 | \$1,615.46 |
| School Council - Silent Auction | 11025 | \$1,876.43 | \$0.00 | \$0.00 | \$1,876.43 |
| School Council - Staff Appreciation Breakfast | 11008 | \$986.80 | \$0.00 | \$0.00 | \$986.80 |
| School Council Breakfast Program | 2105 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council Family Fun dance | 11100 | \$2,852.66 | \$0.00 | \$0.00 | \$2,852.66 |
| School Council Hot lunch | 110001 | \$6,244.10 | \$0.00 | \$6,758.97 | \$13,003.07 |
| School Council Parent Involvement Grant | 11500 | \$1,202.20 | \$0.00 | \$0.00 | \$1,202.20 |
| School Council picnic | 20009 | (\$1,697.22) | \$0.00 | \$0.00 | (\$1,697.22) |
| School Council-dance concession | 2998 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School Council-General | 11000 | (\$10,740.93) | \$163.47 | \$0.00 | (\$10,904.40) |
| school sports wear | 7017 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Teacher Appreciation Breakfast | 11200 | (\$782.59) | \$0.00 | \$0.00 | (\$782.59) |
| Umbrella Total: | | \$7,055.30 | \$163.47 | \$6,758.97 | \$13,650.80 |
| Umbrella Type Total: | | \$7,055.30 | \$163.47 | \$6,758.97 | \$13,650.80 |
| Grand Total: | | \$7,055.30 | \$163.47 | \$6,758.97 | \$13,650.80 |

New Business

- **Hot Lunch**
 - New items added - seem to be popular
 - Issue with last minute cancellations / refund requests.
 - **Action:** On the next round of hot lunch orders email, let parents know that there will be no cancellations or refunds clearly in the next set of orders. Motion made by Amy, seconded by Jenn. Carried.
 - **Action:** All hot lunch packaging going home to prevent additional garbage, communicate that in future communication to families. Motion made by Amy, seconded by Sherri. Carried
- **Thanksgiving Food Fundraiser**
 - 16 fruit bundles ordered, 51 vegetable bundles ordered
 - \$150 in donations - Used donations to buy 2 fruit bundles, 4 veggie bundles for community
 - \$662 total profit
- **Purdy's Chocolate Fundraiser**
 - **Supporter Deadline** 11/25
 - **Coordinator Submission** 11/26
 - **Order Delivery** 12/05 - 12/11
 - **Supporter Pickup** 12/13
 - Motion made to approve dates by Karen, Seconded by Amy. Carried
- **Grant Update (Amy)**
 - Best Buy Grant was submitted. Stay tuned. \$15,000 national grant this year because of their 15th anniversary of the grant
 - Spreadsheet for other grants for the year emailed with minutes / agenda.
 - Farm to Cafeteria Grant in particular looks good, growing a garden / plant tower, requires staff participation. **Action:** Tammy will ask if any staff are interested and report back.
 - Awesome Kingston Grant - monthly for small businesses. Other school locally won it for sensory equipment. Panel of business owners approve grants.
- **Halloween Dance Update (Karen)**
 - Thursday, October 26th
 - Volunteers for dance - volunteer slots signed up
 - Reminder about parental supervision. Students must attend with parents / guardians.
 - Remind people about bake sale and drop off instructions for during the day. Remind people to bring reusable waterbottles.
 - **Action:** Two floats will be needed. Jacqui will bring float of \$300. Karen will bring cash box. \$200 budget.
 - Dexter is DJing
 - Tickets are \$10 / Family needs to go on School Cash Online. **Action:** Tammy will set up.
 - 50/50 raffle versus raffle prizes and silent auction.
- **School Council Event Calendar** - Suggested dates and events were sent out to the council with minutes / agenda. Suggesting running 4 large events this year:

1. Halloween Family Fun Dance October 26th-Fundraising with bake sale, admission, and raffle.

2. Christmas Treasure Sale December 19th-21st-Collect donated items from school community and allow students to purchase these items for small amount of money over the 3 days to Christmas shop for their families and donate money raised to Veronica's veil that will be starting up again in January. Wrapping station run by older students or volunteers.

3. School Family Movie in February (in line with family day)-held at the school and fundraising with dinner options and treats and popcorn.

4. End of the Year School Picnic June 9th-Our annual Year end Picnic held at the EYC this year. Knights of Columbus BBQing and free food, games, and mingling.

Event Logistics Proposal:

- Create a committee for events for people to join and volunteer as their time and interest allows.
- Event Coordinator takes the lead and can book and plan as needed with dates in advance
- Fundraising included in 2 events. Budget can be presented early and approved in advance.
- Keep what's worked and welcome new suggestions from current and new volunteers
- Provide dates and ideas to families well in advance to help with attendance
- Motion to approve 4 major events and proposal by Jenn, Nadia seconded. Carried
- **Action:** Send out invite for assistance with planning through school & Facebook page. Communications will take lead on this with Karen.
- **Projector / Sound System for Gym**
 - Fr. Shawn offered use of projector to school. School will try that out to start. **Action:** Tammy will follow up with Fr. Shawn and check about sound system needs.

Goodwill Report (Lisa)

- **Fall Fundraiser Donations** - Spoke to Partners in Mission Food Bank, SVDP & Salvation Army to donate the produce. **Action:** Motion by Jenn to leave it to Lisa's discretion to distribute fundraiser produce between Salvation Army & SVDP when produce comes in. Seconded by Sherri. Carried.

Parking lot and general discussion items

- Laurie proposed council assist in purchasing a small trampoline for EYC - \$64.55 on Amazon Prime Days. Motion to purchase 2 made by Karen. Seconded by Sherri. Carried.
Action: Laurie will purchase and submit a bill for reimbursement.

Adjournment at 7:25 pm

1. Amy
2. Jenn

Next Meeting: Wednesday, November 8th, 2023 at 6:30 p.m. Hybrid