SCHOOL COUNCIL MINUTES

ÉCOLE CATHOLIQUE CATHÉDRALE

Wednesday, September 13, 2023

Meeting: 6:30 p.m. HYBRID

**In attendance:** Shelleen Lamoureux, Jacquie Whyman, Nadia Gundert, Stephanie Pettis, Ted Splinter, Emmad Hurd, Sherrie MacLean, Sandra Valente, Laura Gowsell, Christine Ferguson, Marisa Lavoratore, Laren Chrichton-Cadeau. Jessica Pudwell, Carolyn McIntyire Smith, Shauna Patel, Susanne Naoum, Chantal Courneyea, Laurie, Day, Tammy Hulton, Lisa McCarthy, Jennifer Jenkins, Cassandra Brooks, Cynthia Egbunonu

**Regrets:** Sarah Stanley

**Call to Order** - 6:38pm

**Opening Prayer** - Tammy

**Elections** - led by Tammy

***Elected Positions:***

Chair - Emma Hurd; 1. Nadia, 2. Christine

Co-Chair - Nadia Gundert; 1. Amy, 2. Emma

Treasurer - Jacqui Whyman; 1. Karen, 2. Sherrie

Secretary - Jessica Pudwell; 1. Jacqui, 2. Nadia

***Other Positions:***

Communications - Shelleen Lamoreaux and Marisa Lavoratore

Hot Lunch - Shelleen Lamoreaux (managing orders), Emma Hurd (lead for hand out Main campus), John and Helen Chapman (leads for hand out at EYC)

Events - Karen Chrichton-Cadeau

Fundraising - Christine Ferguson

Goodwill - Lisa McCarthy

Caring and Safe Schools Representative - Jenn Jenkins

OAPCE Rep - Christine Ferguson and Jacqui Whyman

Grants Coordinator - Amy White

**Approval of Tonight’s Agenda**

* Additions
  + Best Buy Grant
  + Events Discussion
  + Liturgy vs. Mass
  + WhatsApp
* Approval; 1. Jacqui Whyman, 2. Emma Hurd

**Approval of June’s Agenda**

* No concerns raised
* Approval; 1. Nadia Gundert, 2. Emma Hurd

**Principal’s Report**

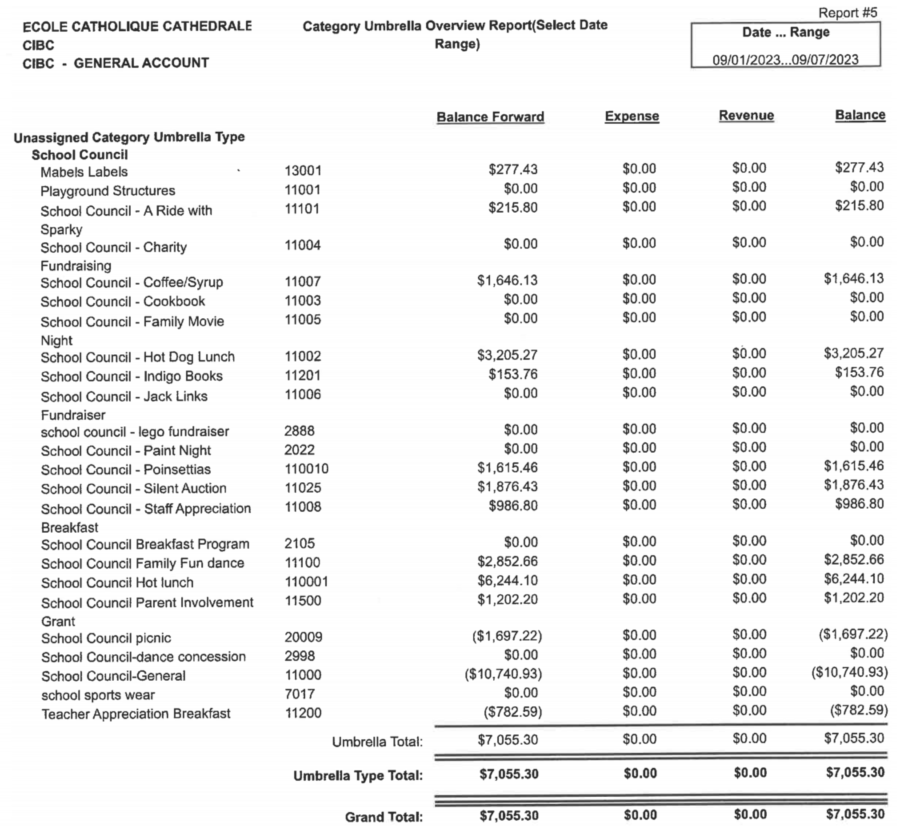
* See appendix with presentation from Tammy
* Discussion of potential fundraising - Sparks Fly stationary bikes are desired for primary classes at main campus. They are $835 per bike.

**Teacher’s Report**

* Teacher Reps: Laura Gowsell (main) and Ted Splinter (EYC)
* Nothing to report, the first weeks have gone well.
* Tasked with obtaining a wish list for programming and/or fundraising from the other staff and reporting back at the next meeting.

**Financial Report**

* Report by Jacqui Whyman
* Opening and Closing balance: $7,055.30



**New Business**

* ***Open house*** 
  + Will run at EYC and Main, with food only be served at main
  + This will be clarified with the EYC families so they know they are invited to the main as well!
  + Budget: $500 total, half provided by school and half by council
    - 1. Sherrie, 2. Amy
  + Date - Sept. 21
  + Council will send Tammy our contacts for sourcing hot dogs
* ***Hot lunch/hot dog day***
  + Discussion regarding the need to update the lunch options provided so that they are in line with the healthy schools rules
  + Based on discussion, consensus was to remain with Paradiso given that they have other options and that they offer pricing that is accessible to most families
  + Consensus to keep pizza as a weekly option as it provides vegetarian, gluten free and dairy free options
  + Coordinators will explore the other options and they will be trialed to see what is popular
  + Motion for council to fund up to 20 pay-it-forward students per month; 1. Jessica. 2. Emma
  + Start date will be September 28th, orders will close the week ahead of time
  + Will explore the ability to send reminders for orders
* ***Halloween Family dance***
  + Decision to hold the dance on October 26th
  + Discussion regarding what will be included; consensus to have a bake sale and raffle (no silent auction)
    - Tammy indicated that a separate cash float for both was reasonable
    - Call for items to be included in the raffle will go out, number of raffle items will be kept to a reasonable amount
  + Ticketing was discussion, consensus to charge $10 per family
    - On SchoolCash we will include a field to include number of family members attending so that we can ensure we do not exceed capacity
  + All students must be accompanied by a responsible adult, this is a non-chaperoned event. Students who come without an adult will not be admitted
  + A sign up sheet for volunteers will be circulated
* ***Fundraising***
  + Discussion regarding fall fundraiser; in the spring it was decided that the coffee fundraiser would be done in the fall, consensus was that this is a good plan
  + Committee for planning was assembled: Christine, Emma, Jessica, Sherrie
  + The committee will independently review options and come back to council with a plan for approval
  + Other potential options identified were Christmas planters/wreaths and Purdy’s chocolates
* ***School safety at main campus***
  + Update from Tammy regarding safety items in place, which include cameras, locked entrances, fencing and yard monitors
  + The incident which occurred was all captured on camera and the police reviewed and independently decided to share with the community at large
  + Upon review, staff and students all handled the incident appropriately
  + The board was asked to review the fencing and some areas needing repair were identified
  + They are also going to install privacy fabric
  + Repairs and fabric should be done in the coming weeks
* ***Childcare for meetings*** 
  + Consensu was to provide a hybrid option in lieu of childcare
* ***Grade/class splitting***
  + Tammy reviewed the proportion of split classes and our school is in line with other schools in the board
  + Class splitting is done for a variety of reasons including social dynamics and to respect class caps
  + Tammy indicated that there is no evidence that class splitting is detrimental to learning
  + The educator will teach all students to the appropriate grade
* ***Bullying Policy***
  + Tammy reviewed the general approach when bullying does occur
  + It is on a case-by-case basis and dealt with in an escalating manner
  + Tammy indicated that school culture is a priority for her in the first few months and she is actively addressing issues that she sees
  + Moving forward individual concerns should be directed to school admin
* ***Best Buy Grant***
  + Amy will take review and report back to council
* **Events Discussion**
  + Details for first event were discussed
  + Karen will circulate a proposal for a full year events calendar to council for review and approval at the next meeting
* ***Liturgy vs. Mass***
  + Discussion regarding the difference between a liturgy and a mass
  + Concerns were raised lass year that students were not actually attending mass
  + This year classes have been asked to attend 1 mass per month, in addition to the school wide liturgy
  + Groups of 1-2 classes will attend the regular noon mass
* ***WhatsApp***
  + There was a reminder to keep WhatsApp chatter to official council business such as motions
  + If desired, a social chat can be created

**Goodwill Report**

* Nothing to report so far

**Plans for Future Meetings**

* Consensus was to continue with the hybrid format
* Online members reported good audio, external speakers will be purchased so that audio can be two-way without feedback for the next meeting
* Meetings will continue monthly and be on the 2nd Wednesday of the month - unless a motion to cancel or modify is brought forward

**Adjournment @ 9:08pm**

* 1. Amy, 2. Nadia