



St. Francis of Assisi School Council

Date: May 10, 2019

Attendees: Ryan Borges, Dan Finn, Paula Johnson Young, Marie Sardinha, Janet Hayman, Paloma Turnbull, Melissa Carroll
Regrets: Cindy Carquez, Christine McMurray, Tom Wilson, Nicole Ackley,

1. Prayer – to be recited together

Catholic School Council Prayer

God, the source of every good gift, let us pray that all of us will experience a sense of warmth and welcome, and that there will be a rich sharing of ideas, talents and enthusiasm as together we go about our work of helping our children to grow and learn.

Help us recognize your presence in one another. Inspire us to listen with attention and patience, to share with courage and generosity, and to welcome the ideas of all. May this meeting of ours strengthen our friendships, build our communities, and increase our confidence in ourselves and our schools. Amen

2. Acceptance of Last Minutes/ Acceptance of New Agenda
3. Correspondence & Misc Notes (if applicable)
 - a. OAPCE Conference – Summary of the conference April 5/6. Paloma shared some ideas for fundraising including a clothing recycling idea as well as a Sewing Club that bring an athlete to the school and donates a sewing machine. Paloma has the conference materials and will make them available to Council
 - b. CSCA – We lost our regional rep and they are looking for a new rep for next year
4. Principal's Report (Dan)- See attached
5. Community Representative Report (Cindy) -Absent
6. OECTA Representative Report (Ryan) – *Ryan provided council with a few ideas around how future fundraising efforts could be targeted for use by the students and teachers. Suggestions around the purchase of equipment for outdoor use including balls. Ryan shared pricing information on basketball nets for the fire lane from Litzen -BB3027 cost \$2665.00 and Lolimpin Gooseneck: \$1916.00 includes pole, backboard and rim. We were hopeful that Everstrong could give us a reduced price to install if we assisted them.*
7. CUPE Representative Report (Paula): *General discussion around Ministry cuts. It was too early to know the extent of these at this time.*
8. Parish Representative Report (Marie) – Marie invited all School Council Members to come out to the Parish Potluck that is taking place on May 16, 2019 at 6:00 p.m. in the St. Francis gym. Cake for Confirmation on June 1/19 5:15 was been ordered. Marie will look after setting cake and drink table. Chris had ordered the confirmation frames from Amazon.ca at a cost of \$21.00 + tax -10 frames orders. Paloma shared a pamphlet (See attachment) from www.beadinbuds.com and lead students through creating a Rosary Bracelet at a cost of \$9 plus hst per child. This may be something to explore in the coming year(s) for First Communion classes and Confirmation recipients

9. Treasurer's Report

a. Summary of Accounts/Balances

- i. Account and sub accounts of the money that was set aside for specific needs; what has been used up to this point in the school year (i.e. Helping Families Fund)

Paula shared that we have used _____ to support a family who had a death in the family. Dan shared financial report with Council see attached. There is currently \$7210.68 in the account. (This amount does not reflect the Vendor Sale.)

10. Old Business (if applicable)

- a. McMillians – Not as profitable as it was in the past. Roughly about \$800.00
- b. Vendor and Craft Sale – Success – All the vendors were happy and requested to be contacted if the future for other sales

11. New Business:

a. Cross Country

- i. DATE: May 13th, 2019 RAIN DATE: May 14th, 2019

- VOLUNTEERS: Melissa Carroll

b. Track and Field

- i. DATE:

June 17th, 2019 (Tyke and Peewee)

- VOLUNTEERS:

June 18th, 2019 (Bantam)

- VOLUNTEERS:

- ii. RAIN DATE: June 19th, 2019

- VOLUNTEERS:

- c. Year End BBQ -Council would to host a year end bbq of hotdogs, drinks and desserts on Thursday, June 27, 2019

- d. St. Francis has been open for almost two school years.

- i. What is working well? We discussed that the building design has both pros and cons. Pros- Ryan spoke of the close collaboration between teachers and the many benefits it provides to both students and staff. Cons- The building design is challenging in that there are 3 separate communities. We believe we are doing a fairly good job to provide opportunities to bring the entire school together on a regular basis by hosting month assemblies communities has many benefits. This is an identified priority for our staff that will continue to be a focus into the coming year

- ii. What needs improvement? – More storage space & larger staffroom -This is being considered in the new school design

- iii. It was the concept of design that worried most parents

- Is it still a concern or has there been a shift? – We believe most parents have a good understanding of the flexibility that the design offers to students and staff. Fielding and Nair will be designing the new school in Cataraqui West it will be similar to our design but will accommodate both French and English

e. EQAO test results

- i. What can we do to help? Staff suggestions to continue to encourage parent(s) and guardians to come out and volunteer and support early literacy and math programs taking place in the school.

FUNDRAISING

Asking a Board Office council advisor; for clarification on roles and responsibilities of council members etc. – General discussion that roles and responsibilities are outlined in our Constitution and in the Ministry Document –School Councils a Guide for Members found at

- i. Usage and limitations? Dan clarified that Bingo funds are used by the school to cover the costs of transportation for school and classroom trips, Community Breakfasts, Christmas Luncheon, Hardware and software purchases

LONG TERM GOALS

- g. What are fundraising for? Discussion that Council would like to establish some funding priorities for the coming school year. The item below may help focus our group.
- h. Teacher wish lists? – Ryan to come back to Council in June at our next meeting with a more detailed list of items that teachers would to propose for future consideration
- i. Kinder Yard?
- j. Play structure – Dan provided an update that the slide & climber is still not open as the rubberized surface still needs to be installed.
- k.

Music Program or other programs that may be of interest – Dan shared that he and Chris met with the Coordinator from Sistema at Queen's University <https://sdm.queensu.ca/community/sistema-kingston/> to see if they might be able to offer a similar program to the one that the host at Molly Brant. Karma was hopeful that this could take place in the future, but it would depend on the organizations ability to raise funds. We also attended a meeting at the Tett Centre -Outreach in the arts on January 31, 2019 to express interest on behalf of the school to access programs being offered at the Tett Centre Coordinator Sinita Gupta & Nadine Baker.

12. Motion to Adjourn

St. Francis of Assisi Catholic School

114 Wiley St., Kingston, Ontario K7K 5B5
Tel: 1 (613) 546.5981 Fax: 1 (613) 546.0463
flhpstfa@alcdsb.on.ca www.alcdsb.on.ca/school/stfa



Principals Report – May 10, 2019

Ongoing Programs

Hotdog Wednesdays
Library Visits – 3-5 Community & Grades 1-2
Roots of Empathy
Tallack Martial Arts -February – May
OFIP Tutoring – Grades 3 & 6
Rebound
Coding Club

New Programs

Dolly Parton Imagination Library Initiative – Rotary Club Grant \$4305.

April 10 – I.E.P.'s sent home
April 11 -12 – Confessions with Friar Jim
April 16 – Passion of the Lord Liturgy
April 16 – CRNC Meeting attended by Mrs. Johnson Young
April 18 – Stations of the Cross
April 24-25 – Thinking Symposium – 4 staff attended
April 26 – Confessions with Friar Jim
April 30 – Graduation & Sibling Photo Day
May 1 – KFL&A Fluoride Treatment
May 5 – Catholic Education Week -Prayer Service
May 5 – First Communion
May 7 – Catholic Education Week Mass – St. Joseph Catholic School Belleville
May 8 – Celebration of Dance -Fort Henry – 3-5 Community
May 8 – Sistema Music Concert – Isabell Bader Centre for the Performing Arts
May 10 – Freezie Day – Student Social Justice Initiative
May 13 – Grade 7/8 Student Exchange to Big Valley Alberta
May 13 – Grade 7/8 Trip to Big Valley Alberta
May 13 - Cross Country
May 16 – Carnaval de St. Francis
May 21 – 24 – EQAO Assessment Dates
May 24 – Jump Rope for Heart Kick Off
May 29 – Dollywood Travelling Show
May 30 – Superintendent David Giroux School Visit
May 31 – School Track and Field Day – Holy Cross - JK/SK KFPL Puppet Show



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Looking Ahead

- June 4 – June 11 – Big Valley Alberta students visiting STFA
- June 5 – STEAM Activities organized by Staples
- June 8 – Confirmation
- June 17 – Graduation Breakfast
- June 17 -Track and Field Tike and PeeWee
- June 18 – Track and Field -Bantam
- June 19 – Track and Field -Rain date
- June 20 – Grade 8 Graduation Mass (5:30) and Boat Cruise



St Francis of Assisi

John Dunbar <jdunbar@cogeco.ca>

Fri 2019-05-10 1:55 PM

To: Danny Finn <finn@alcdsb.on.ca>

Hi Dan ,

Hope all is well and you are enjoying your new facilities . Cory from head office has sent me your requested quote .
Please let me know if further info is required .

Thanks,

John

From: Cory Hooper [mailto:chooper@tlitzen.com]

Sent: May-10-19 10:15 AM

To: John Dunbar

Subject: St Francis of Assisi

Importance: High

Hi John,

Dan Finn from St Francis of Assisi called and he was looking for some pricing on a couple of outdoor basketball systems. He needs the rough pricing by the end of today as he has a parent council meeting that he needs to present some information to. Below if the pricing on the 2 systems he was inquiring about. I told him that once he determines how many he would be looking at then we could create a formal quote with shipping.

BB3027 cost: \$2665.00

Lolimpin Gooseneck cost: \$ 1916.00
includes pole , backboard and rim

Dan Finn

finn@alcdsb.on.ca

613-546-5981

Regards,

Cory Hooper | Inside Sales Assistant | **T.Litzen Sports Ltd.** | office: 905.628.3344 x 296 | toll-free: 1.800.603.5164 x 296
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Rosary Bracelet Jewelry Making Workshops

We come to your school to teach a special rosary bracelet craft. Perfect as a First Communion craft workshop for the grade 2 classes, Confirmation workshop for the grade 8 classes, or a special activity for the Faith Youth Ambassadors.

We teach the children to make glass pearl and crystal rosary bracelets for the girls, and wood and glass bead rosary bracelets for the boys. This is a wonderful way to encourage regular prayer in students, while they have the experience of creating something they will wear and treasure for many years.

Each workshop is 45 minutes in length.

We provide each child with a special organza bag along with the finished bracelet.

The cost is \$9 plus hst per child.

647.225.1017

contactus@beadingbuds.com

www.beadingbuds.com



We have beaded with ...

St. Henry Catholic School	St. Norbert Catholic School
St. Luigi Catholic School	St. Luke's Catholic School
St. Francis Xavier School	St. Simon Catholic School
St. Helen Catholic School	Queen of Heaven Catholic school
Holy Rosary Catholic School	St. Albert Catholic School
St. Timothy Catholic School	St. Christopher Separate School
St. James GLC	St. Matthais Catholic School
St. Timothy School	St. Bridget Catholic School
Corpus Christi Catholic School	St. Fidelis Catholic School
Pauline Vanier Catholic School	St. Helen Catholic School
Our Lady of Sorrows School	St. Vincent Catholic School
Our Lady of Wisdom School	St. Julia Catholic School

Unassigned Category Umbrella Type		<u>Balance Forward</u>	<u>Expense</u>	<u>Revenue</u>	<u>Balance</u>
School Council					
Hot Lunch School Council	11001	\$0.00	\$0.00	\$0.00	\$0.00
P/C Epicure	11002	\$0.00	\$205.00	\$327.00	\$122.00
P/C Little Caesars	11007	\$0.00	\$2,033.00	\$2,378.00	\$345.00
P/C MacMillans	11006	\$0.00	\$2,263.40	\$3,080.00	\$816.60
P/C Vendor Sale	11005	\$0.00	\$459.70	\$1,360.80	\$901.10
School Council-General	11000	\$7,131.14	\$2,105.16	\$0.00	\$5,025.98
Umbrella Total:		\$7,131.14	\$7,066.26	\$7,145.80	\$7,210.68
Umbrella Type Total:		\$7,131.14	\$7,066.26	\$7,145.80	\$7,210.68
Grand Total:		\$7,131.14	\$7,066.26	\$7,145.80	\$7,210.68

Vendor Sale not reflected

p/c Cross Country
p/c Track + Field }

St. Francis of Assisi
CIBC
St. Francis of Assisi General Account

Detailed Category Summary - All Transactions To Date

Summary for: P/C Epicure
Cat. #: 11002

Contact Person:
Balance Forward: \$0.00

Report #2
05/09/2018 05/09/2019
Date ... Range
2018-2019

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
04/09/2019	Cheque 1256	Melissa Carroll Epicure Fundraiser Inv#	\$205.00				<input checked="" type="checkbox"/>	-\$205.00
04/18/2019	Deposit 105	\$ \$ raised		\$205.00			<input checked="" type="checkbox"/>	\$0.00
05/01/2019	Deposit 109	Epicure proceeds		\$122.00			<input type="checkbox"/>	\$122.00
			\$205.00	\$327.00				\$122.00
Opening Balance: \$0.00			205.00	327.00	0.00			\$122.00

St. Francis of Assisi

CIBC

St. Francis of Assisi General Account

Detailed Category Summary - All Transactions To Date

Report #2

Summary for: P/C Little Caesars

Cat. #: 11007

Contact Person:

Balance Forward: \$0.00

05/09/2018 ... 05/09/2019
Date ... Range
2018-2019

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
02/22/2019	Deposit 96	monies raised		\$2,327.00			<input checked="" type="checkbox"/>	\$2,327.00
03/06/2019	Deposit 98	Mellissa added her portion to her payment		\$51.00			<input checked="" type="checkbox"/>	\$2,378.00
03/06/2019	Cheque 1235	Little Caesars Pizza Kit Fundraising Program Cheque for January 2019 sales - fundraising Inv#	\$2,033.00				<input checked="" type="checkbox"/>	\$345.00
			\$2,033.00	\$2,378.00				\$345.00

Opening Balance: \$0.00

2,033.00	2,378.00	0.00	\$345.00
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St. Francis of Assisi
CIBC
St. Francis of Assisi General Account

Detailed Category Summary - All Transactions To Date

Summary for: P/C MacMillians
Cat. #: 11006

Contact Person:
Balance Forward: \$0.00

Report #2
05/09/2018 ... 05/09/2019
Date ... Range
2018-2019

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
12/04/2018	Cheque 1203	MacMillians Inc Parent Council Order for Nov/Dec 2018 Inv#	\$2,120.30				<input checked="" type="checkbox"/>	-\$2,120.30
12/07/2018	Deposit 79	Nov Dec sales		\$2,959.00			<input checked="" type="checkbox"/>	\$838.70
12/14/2018	NSF	cheque for MacMillians Student Evelynne Robinson LAO \$121 returned NSF	\$121.00				<input checked="" type="checkbox"/>	\$717.70
12/17/2018	Cheque 1214	MacMillians Inc to fix items that were not ordered Inv#	\$22.10				<input checked="" type="checkbox"/>	\$695.60
01/17/2019	Deposit 87	NSF cheque re payment		\$121.00			<input checked="" type="checkbox"/>	\$816.60
			\$2,263.40	\$3,080.00				\$816.60
Opening Balance: \$0.00			2,263.40	3,080.00	0.00			\$816.60

St. Francis of Assisi
CIBC
St. Francis of Assisi General Account

Detailed Category Summary - All Transactions To Date

Report #2

Summary for: P/C Vendor Sale
Cat #: 11005

Contact Person:
Balance Forward: \$0.00

05/09/2018 ... 05/09/2019
Date ... Range
2018-2019

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
10/31/2018	Deposit 77			\$455.00			<input checked="" type="checkbox"/>	\$455.00
11/21/2018	DebitMemo	p/c vendoe canteen purchases	\$144.90				<input checked="" type="checkbox"/>	\$310.10
11/21/2018	Transfer 28	wholesale club receipt for vendor sale canteen	\$144.90				<input checked="" type="checkbox"/>	\$165.20
11/21/2018	Transfer 30	reverse 2nd time no need to transfer needs to be a memo		\$144.90			<input checked="" type="checkbox"/>	\$310.10
12/07/2018	Cheque 1207	Jaime Ward A refund for a table vendor who did not make it Inv#	\$25.00				<input checked="" type="checkbox"/>	\$285.10
12/07/2018	Transfer 24	Wholesale club receipt for vendor sale canteen	\$144.90				<input checked="" type="checkbox"/>	\$140.20
12/07/2018	Transfer 26	processed on the incorrect date s/b in november		\$144.90			<input checked="" type="checkbox"/>	\$285.10
12/07/2018	Deposit 79	vendor sale		\$616.00			<input checked="" type="checkbox"/>	\$901.10
			\$459.70	\$1,360.80				\$901.10
Opening Balance: \$0.00			459.70	1,360.80	0.00			\$901.10

St. Francis of Assisi General Account

05/09/2018 05/09/2019
Date ... Range
2018-2019

Summary for: School Council-General

Cat. #: 11000

Contact Person:
Balance Forward: \$7,131.14

Date	Transaction	Description	Debit	Credit	Tax Paid	Tax Rebate	Cleared	Balance
07/10/2018	Cheque 1168	Loblaws Inc Year end BBQ - This was a pre authorized debit from our account and did not need to issue cheque - funds automatically are withdrawn - Whole sale club - Tax \$0.00 - Void - 11/30/2018	\$187.07				<input checked="" type="checkbox"/>	\$6,944.07
07/10/2018	Cheque 1169	Janet Heyman Pro Grant Items - Didn't make deadline	\$88.82		\$3.26	\$2.22	<input checked="" type="checkbox"/>	\$6,855.25
09/14/2018	Transfer 17	Hot dogs and items for Open House	\$210.14				<input checked="" type="checkbox"/>	\$6,645.11
09/14/2018	Transfer 18	Milk for year end BBQ	\$260.80				<input checked="" type="checkbox"/>	\$6,384.31
09/14/2018	Cheque 1170	Melissa Carroll invoices for open house and McMillians Inv#	\$128.10		\$0.98	\$0.82	<input checked="" type="checkbox"/>	\$6,256.21
09/14/2018	Cheque 1171	Dan Finn Open House Supplies Inv#	\$51.18		\$3.06	\$2.55	<input checked="" type="checkbox"/>	\$6,205.03
11/30/2018	Cheque 1168	Void - Loblaws Inc Year end BBQ - This was a pre authorized debit from our account and did not need to issue cheque - funds automatically are withdrawn - Whole sale club - Tax \$0.00	-\$187.07				<input checked="" type="checkbox"/>	\$6,392.10
12/10/2018	Cheque 1211	Winter Warmth Program Donation from parent school council to support organization Inv#	\$100.00				<input checked="" type="checkbox"/>	\$6,292.10
12/10/2018	Cheque 1212	Food Sharing Project Donation from Parent School Council to support the organization Inv#	\$100.00				<input checked="" type="checkbox"/>	\$6,192.10
12/10/2018	Cheque 1212	Void Food Sharing Project - \$100.00 Inv#					<input checked="" type="checkbox"/>	\$6,192.10
12/10/2018	Cheque 1213	ISTHMUS Donation from Parent School Council to help support organization Inv#	\$100.00				<input checked="" type="checkbox"/>	\$6,092.10
12/27/2018	DebitMemo	Items purchased at the Whole sale club for Jingle Bell walk	\$58.11				<input checked="" type="checkbox"/>	\$6,033.99

