



“Living the Word”

**SCHOOL COUNCIL MINUTES**

<b>Date:</b>	Tuesday, September 18, 2018	Reference - WCDSB Strategic Plan (2015-2018):
<b>Time:</b>	6:30pm thru 8:30pm	1. Nurturing Our Catholic Community
<b>Location:</b>	Saint John Paul II (Library)	2. Student Engagement, Achievement & Innovation
<b>Prayer:</b>	Dawn	3. Building Capacity to Lead, Learn & Live Authentically

**Section 2: Agenda**

No.	Item / Description	Responsibility	Reference	Action Anticipated
1.	Welcome, prayer and personal introductions	Dawn	1, 2, 3	Greetings, attendance and regrets
2.	Introduction to SJPII School Council Principles and Procedures	Amanda		<p>Amanda outlined the opportunities that School Council had and its purpose.</p> <p>The mandates of our School Council are:</p> <ul style="list-style-type: none"> <li>● Provide opportunities for parent engagement so that parents can be more involved in the education of their children.</li> <li>● Develop a mission statement and annual goals for the school and evaluate its success in achieving these goals.</li> <li>● Provide support to the principal and staff by giving feedback on the overall social environment of the school, student learning and achievement and school facility.</li> <li>● Promote catholic faith development, community, culture building and education. Foster relationships among parents, staff and the local community.</li> <li>● Respond to referrals from the board on activities if requested by the board and/or the school.</li> <li>● In all of its activities and decisions, ensure authority, accountability and responsibility are taken into considerations.</li> </ul>

3.	2017-2018 Financial Report	Trina		<p>Trina reported on Revenue from all of our income from 2017/2018 (dance-a-thon, special lunch days, etc.). There are some invoices that remain unpaid (should be paid by month's end) and will adjust our final ending balance.</p> <p><b>TO DO:</b> Trina will have final report for October meeting to go with final report to Board.</p>																																										
4.	Elections	Amanda		<p>Amanda hosted elections and the following installations were made:</p> <p><b>EXECUTIVE</b></p> <table data-bbox="1199 459 1822 625"> <tr> <td>Chair</td> <td>Dawn Shuh</td> </tr> <tr> <td>Vice-Chair</td> <td>Stephanie Sawyer</td> </tr> <tr> <td>Treasurer</td> <td>Trina Kieswetter</td> </tr> <tr> <td>Secretary</td> <td>Maria Galazia</td> </tr> <tr> <td>Parish Representative</td> <td>Julie Weiler</td> </tr> <tr> <td>Community Representative</td> <td>Julie Mardian</td> </tr> </table> <p><b>VOTING MEMBERS</b></p> <table data-bbox="1199 711 1892 873"> <tr> <td>Early Years Representative (JK-1)</td> <td>Holly Hanna</td> </tr> <tr> <td>Primary Representative (2-3)</td> <td>Greta Radisic-Machado</td> </tr> <tr> <td>Junior Representative (4-5)</td> <td>Jen Urosevic</td> </tr> <tr> <td>Intermediate Representative (6-8)</td> <td>Carol Grandy</td> </tr> <tr> <td>Intermediate Representative (6-8)</td> <td>Evelyn Currie</td> </tr> <tr> <td>Special Education Representative</td> <td>Rebecca Reed-Guillartes</td> </tr> </table> <p><b>NON-VOTING MEMBERS AT LARGE</b></p> <table data-bbox="1199 959 1829 1209"> <tr> <td>Rod Eckert – Principal</td> <td>Jamie Clarke</td> </tr> <tr> <td>Amanda Kuntzl - Vice-Principal</td> <td>Kristen O'Shea</td> </tr> <tr> <td>Mary Hogg – Office Administrator</td> <td>Angela Saenz</td> </tr> <tr> <td>Joan Germann – Teaching Rep.</td> <td>Carolyn DaSilva</td> </tr> <tr> <td></td> <td>Aamir Sohail</td> </tr> <tr> <td></td> <td>Maria Turner</td> </tr> <tr> <td></td> <td>Leah Holmes</td> </tr> <tr> <td></td> <td>Richard Resendez</td> </tr> <tr> <td></td> <td>Saman Ajamzadeh</td> </tr> </table>	Chair	Dawn Shuh	Vice-Chair	Stephanie Sawyer	Treasurer	Trina Kieswetter	Secretary	Maria Galazia	Parish Representative	Julie Weiler	Community Representative	Julie Mardian	Early Years Representative (JK-1)	Holly Hanna	Primary Representative (2-3)	Greta Radisic-Machado	Junior Representative (4-5)	Jen Urosevic	Intermediate Representative (6-8)	Carol Grandy	Intermediate Representative (6-8)	Evelyn Currie	Special Education Representative	Rebecca Reed-Guillartes	Rod Eckert – Principal	Jamie Clarke	Amanda Kuntzl - Vice-Principal	Kristen O'Shea	Mary Hogg – Office Administrator	Angela Saenz	Joan Germann – Teaching Rep.	Carolyn DaSilva		Aamir Sohail		Maria Turner		Leah Holmes		Richard Resendez		Saman Ajamzadeh
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5.	Update Council By-laws			<p>Dawn advised that based on the outcome of the elections the School Council by-laws would need to be amended. Specifically, paragraph 3.3 will be amended to reflect the number of voting members (amend from 14 to 12).</p> <p><b>MOTION</b> made to to amend the School Council By-laws (link to by-laws: <a href="#">HERE</a>). <b>CARRIED.</b></p>																																										

6.	Budget Commitment Overview	Dawn/Trina	1, 2, 3	<p>Dawn spoke to the following committed funds (these are set at the beginning of the year so that we know what monetary goals we are trying to achieve):</p> <p>2018/2019 committed funds:</p> <ul style="list-style-type: none"> <li>\$0 Yearbook</li> <li>\$850 Graduation (Legacy Project gift book, 77 students)</li> <li>\$500 Faith Formation (bible celebration, confirmation, etc.)</li> <li>\$1,500 School Yard Maintenance</li> <li>\$2,800 Pin &amp; Letter Program</li> <li>\$780 Pin &amp; Letter Postage (\$1 x 780 students)</li> <li>\$1,400 Hospitality (meet the teacher, parent/teacher interviews, etc.)</li> <li>\$500 Spirit Fund (Mission Day, Shrove Tuesday, Winter Fun Day, etc.)</li> <li>\$500 OAPCE Conference</li> <li>\$200 Bishop's Banquet</li> <li>\$100 New Classroom Opening (Kayleigh Bell, Gr. 3)</li> <li>\$0 School Production</li> <li><u>\$1,000</u> Carry-over balance (mandatory we have this)</li> <li><b>\$10,630 TOTAL COMMITTED FUNDS</b></li> </ul> <p><b>MOTION</b> proposed to accept these committed funds. <b>CARRIED.</b></p>
7.	Consideration/approval of June minutes	Dawn	1, 2, 3	<p><b>MOTION</b> made to accept the June minutes as read. <b>CARRIED</b></p>
8.	Faith Focus Committee	Julie W.	1, 2, 3	<p><b><u>St. Anthony Daniel Parish</u></b>  <b>Mass times:</b> Saturday 5 PM  Sunday 8:30 AM  Sunday 10:30 AM</p> <p><b>Youth Ministry:</b> For Grade 7-12. All are welcome. Bring a friend. No registration required. Dinner provided. Upcoming dates:</p> <ul style="list-style-type: none"> <li>Sept 25 7-9 PM</li> <li>Oct 2 7-9 PM</li> <li>Oct 23 7-9 PM</li> <li>Nov 6 7-9 PM</li> <li>Nov 27 7-9 PM</li> <li>Dec 11 7-9 PM</li> </ul>

				<p><b>Calling all young altar servers:</b> Students grade 4 and up have you considered becoming an altar server? Come chat with Bernadette following Masses on September 22-23 weekend to learn more. Returning altar servers are asked to pick up a registration form.</p> <p><b>Music Ministry:</b> Mass choirs are looking for participants.</p> <p><b>Under 20 Choir:</b> This is a brand new choir that will be leading the music ministry at the last 5 PM Mass of every month during the school year. First practice is Wednesday Sept 26 from 6-8 in the church. Please contact Sarah if interested.</p> <p><b>First Reconciliation and First Holy Communion Parent Meeting:</b> Held September 26 at 7PM in the PLC. Please be sure to have your child's Baptismal certificate with you if they were not baptized at our parish.</p> <p><b>Confirmation:</b> Candidates and parents/caregivers are reminded of our meeting on Sept 27 at 7 PM in the PLC. Please have your child's Baptismal certificate with you if they were not baptized at our parish.</p> <p><b>40 Days for Life:</b> Campaign of prayer, fasting and peaceful witness in defense of life, especially the unborn runs Sept 26-Nov 4. Our parish has once again adopted 2 days Sept 26 and Oct 19. Sign-up sheets are available at the back of church in the PLC.</p>
9.	Community Update	Julie M.	1, 2, 3	<p><b><u>Stanley Park Community Centre</u></b></p> <p><b>SPCA– Annual General Meeting:</b> Please join us for our Annual General Meeting to learn more about who we are and what we do. At this meeting we will also be accepting nominations and electing our next Board of Directors for the 2018-2019 year. October 16, 2018 at 6:00pm at Stanley Park Community Centre.</p> <p><b>HOWL –O-WEEN THRILLORAMA:</b> Saturday October 27<sup>th</sup> 2:00pm - 4:30pm. Wear your favourite costume and come out for ghoulish games and spooktacular prizes! Cost: FREE Register online beginning September 27 (spaces are limited) Code: 25551 Adults must accompany children. Food Bank donations will be accepted. Please Note: All children will receive a free pumpkin.</p>

10.	Fundraising Committee	Dawn	1, 2, 3	<p>(a) <b>Special Lunch Days:</b> Dawn advised that our special lunch days are mini fundraisers that run all year long. If anyone is interested in assisting with distribution of lunch items please contact Stephanie.</p> <p>(b) <b>Dance-a-thon, Thursday, October 25:</b> Stephanie advised that many volunteers will be needed to assist with this major fundraiser. More information to come at October meeting.</p> <p>SUBCOMMITTEE: Dawn, Stephanie, Maria, Julie W.</p> <p>(c) <b>Mascot:</b> Dawn advised that the mascot that we ordered last year has come in. It was used on first day of school and at meet the teacher night. The SUN is large and the students are very receptive to it.</p> <p><b>TO DO:</b> Dawn to bring to October meeting.</p>
11.	Fall Walk to School Day	Stephanie	1, 2, 3	We will continue the tradition started and reinforce the safe means of getting to and from school.
12.	Initiatives	Dawn	1, 2, 3	<p>(a) <b>Pin &amp; Letter Program:</b> Dawn advised that our theme for this year is "This is me". We watched a video prepared by Mr. Flanagan outlining the success criteria for the theme.</p> <p>(b) <b>Parent Engagement:</b> Dawn advised that our PRO Grant that was submitted last year was towards the "Umbrella Project". There will be an assembly on October 2 outlining the program for students. More information to come at October meeting.</p>
13.	Yearbook Committee	Stephanie	1, 2, 3	<p>Stephanie advised that last years yearbook was successfully completed, received and a great deal were disbursed at Sneak Peek. All remaining yearbooks will be delivered to their recipients.</p> <p>Stephanie advised that it would be advantageous to have a staff member running the yearbook. Joan Germann and Laura Schwindt have agreed to sit on the committee with a parent, Diane Lavery. They would include students as needed.</p>
14.	Principal Items	Amanda	1, 2, 3	<p>(a) <b>Sneak Peek:</b> Amanda advised that it was very successful and thanked Council and our our Admin. Staff, Mary and Stephanie for their effort and support.</p> <p>(b) <b>Meet the Teacher / Food Truck Rally / Book Fair:</b> Amanda advised that there was a strong community feel and another successful event.</p>

				<p>(c) <b>Basketball Coach:</b> We are still seeking a a basketball coach. If anyone wants to step forward please contact Amanda.</p> <p>(d) <b>Clubs/Teams on Website:</b> Discussion was had about posting our a list of our clubs and teams on the website and what season they occur in.</p> <p><b>TO DO:</b> Amanda to look into.</p> <p>(e) <b>School Yard:</b> With the addition of a new portable the Board has over the summer extended our blacktop. The Sunshine Garden will be turfed with an wheelchair access on the side.</p> <p><b>TO DO:</b> WE will bring this to the table in October for a further update on the field</p> <p>(e) Garden Maintenance: Stephanie passed along our thanks to Jessica and Jeff and their crew who managed the gardens over the summer.</p>
12.	Open Floor Questions and Future Topics			
<b>NEXT MEETING: Tuesday, October 2, 2018 @ 6:30 p.m.</b>				

### Section 3: Attendance

#### EXECUTIVE

<u>X</u>	Dawn Shuh	<i>Chair</i>	X - Present
<u>X</u>	Stephanie Sawyer	<i>Vice Chair</i>	A - Absent
<u>R</u>	Jennifer Komar	<i>Secretary</i>	R - Regrets
<u>X</u>	Trina Kieswetter	<i>Treasurer</i>	
<u>X</u>	Julie Weiler	<i>Parish Representative</i>	
<u>X</u>	Julie Mardian	<i>Community Representative</i>	

#### VOTING MEMBERS

<u>R</u>	Richard Resendes	<i>Early Years Representative</i>
<u>A</u>	Aislynn Green	<i>Early Years Representative</i>
<u>R</u>	Jessica Worrall	<i>Primary Representative</i>
<u>X</u>	Greta Radisic-Machado	<i>Primary Representative</i>
<u>X</u>	Carol Grandy	<i>Junior Representative</i>
<u>X</u>	Angela Saenz	<i>Junior Representative</i>
<u>A</u>	Penny Silva	<i>Intermediate Representative</i>
<u>X</u>	Maria Galizia	<i>Intermediate Representative</i>
<u>X</u>	Rebecca Reed-Guillartes	<i>Spec. Ed. Representative</i>

#### NON-VOTING MEMBERS AT LARGE

<u>A</u>	Sue Masters
<u>A</u>	Erika Roden
<u>X</u>	Jamie Clarke
<u>R</u>	Jenna Bright
<u>X</u>	Evelyn Currie
<u>X</u>	Kristen O'Shea
<u>R</u>	Rodney Eckert – <i>Principal</i>
<u>X</u>	Amanda Kuntz– <i>Vice-Principal</i>
<u>X</u>	Mary Hogg – <i>Office Administrator</i>
<u>X</u>	Joan Germann – <i>Teaching Representative</i>
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<u>X</u>	Carolyn DaSilva
<u>X</u>	Aamir Sohail
<u>X</u>	Saadia Nosheen
<u>X</u>	Maria Turner
<u>X</u>	Leah Holmes
<u>X</u>	Saman Ajamzadeh
<u>X</u>	Teresa Martins