

**CKES School Council**  
**Meeting Minutes**

Thursday October 24, 2019 - CKES Staff Room – 6:30 p.m.

| <i>ATTENDANCE</i>                 |                                    |
|-----------------------------------|------------------------------------|
| Gina Macleod – Co-Chair           | Andrea Lefebvre – Council Member   |
| Shanna Epp – Co-Chair             | Kathleen Coventry – Council Member |
| Gord Miller - Principal           | Melissa Yu Schott – Council Member |
| Janine Blakesley - Vice Principal | Joanne Organ –Secretary/Treasurer  |
|                                   |                                    |

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| Approval of Meeting Minutes: October 24, 2019<br>Motion: That the minutes from October 24, 2019 be approved as presented<br>Moved by: Kathleen Coventry      Seconded by: Gina Macleod      Date: November 28, 2019 |
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| <u>SUBJECT</u>  | <u>ACTION</u>         |
|---|-----------------------|
| <b>1. Call to Order</b> – 6:30 p.m.   |                       |
| <b>2. Opening Prayer</b>  |                       |
| <b>3. Approval of Minutes September 26, 2019</b><br>Minutes of last regular meeting held in September were reviewed.<br><b>Motion: That the minutes for September 26, 2019 be approved as presented.</b><br><b>Moved by: Andrea Lefebvre    Seconded by: Shanna Epp    All in favour</b>  | <b>Motion carried</b> |
| <b>4. Approval of Agenda -</b><br><b>Motion: That the agenda be approved as presented</b><br><b>Moved by: Andrea Lefebvre    Seconded by: Shanna Epp    All in favour</b>   | <b>Motion carried</b> |
| <b>5. <u>Principal’s Report</u> (Gord Miller):</b><br><br>Sept 27- Terry Fox Run<br>Oct 1 – Staff Meeting<br>Oct 3 – AWG Meeting<br>Oct 8 – Thanksgiving Celebration<br>Oct 9 – Food Drive<br>Oct 10 – Dress up as a Pirate<br>Oct 11 – PD Day<br>Oct 17 – Catholic Admin Meeting<br>Oct 18 – Health and Safety Meeting<br>Oct 21 – Christmas Celebration Writing Day<br>Oct 24 – School Growth Committee Meeting |                       |

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| <p><b>6. <u>Planning Calendar Review:</u></b> Review next meeting.</p>  |  |
| <p><b>7. <u>Financial Update :</u></b> Joanne provided a financial update for council members</p>   |  |
| <p><b>8. <u>Old Business:</u></b></p> <ul style="list-style-type: none"> <li>a) Craft Fair – We have 47 tables booked so far. There is no interest from Grade 7’s for the concession stand. Andrea will check with the other youth group leaders to see if they would like to take it on and get back to Joanne</li> <li>b) Grade 7 Mass – postpone to next meeting</li> <li>c) Parent Communication- ideas are to add information to council page on school website (Joanne to send Erinnlee updated minutes) , tag onto school newsletter, update the bulletin board, investigate Council Facebook page. Kathleen will do up a one page reminder/note about council activities to be sent out to parents.</li> <li>d) David Wells – postpone decision/vote on using PD funds to next meeting</li> <li>e) School Improvement Project Updates - Popcorn machine has been ordered and should arrive October 31, TV Update – Ron has gotten a quote, Shanna and Gina will purchase, No update on the running shirts, Gord to follow up with Ron. Ms Boyd is looking at doing cookbooks as a fundraiser for school improvement fund.</li> <li>f) November meeting – Invite Department and City to meeting to discuss traffic safety. Kathleen will contact them to invite them.</li> <li>g) Radon Update – this is a high priority for most of the staff. The department was supposed to have a contractor come in last weekend but there is a delay. Remediation is supposed to take place within 2 years and it has been over 2 years since the report. Melissa and Gord to draft letter about Radon issues to send to department.</li> <li>h) Landscaping Letter – Kathleen asked for feedback. It was decided we would hold off until spring.</li> </ul> |  |
| <p><b>9. <u>New Business:</u></b></p> <ul style="list-style-type: none"> <li>a) Christmas Celebration – Tickets for Dec 2 ask parents to return any tickets they don’t need to the school by Dec 9. Shanna to get tickets printed once the title is confirmed by school.</li> <li>b) Dishwasher Replacement -<br/> Motion: That school council purchase a new dishwasher for staff room for school use not to exceed \$2000<br/> <b>Moved by:</b> Melissa Yu Schott      <b>Seconded by:</b> Kathleen Coventry      <b>All in Favour</b></li> </ul>   |  |

| <p><b>10. <u>Food for Learning</u></b>– We have received \$1200 to date. Thank you to WYKES for donating produce box.</p>  |                       |               |                 |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
|--|-----------------------|---------------|-----------------|---------------|-----------------|-------|------------|----------|-----------------|--------|-----------------|------------|-----------------|--------|-----------------------|------|--|
| <p><b>11. <u>CEAY</u></b> – Talked about keeping CEAY better connected with AYSBC. Meet with key people to push key issues. How can CEAY better support/participate in the Youth Masses (Dec 1 and Mar 1)</p>  |                       |               |                 |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
| <p><b>12. <u>School Growth Plan</u></b> – Not much to report. First meeting was held today and used this opportunity to go through template. Gord will bring template to next meeting.</p>   |                       |               |                 |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
| <p><b>13. <u>Next Meeting</u>:</b> Thursday November 28, 2019 6:30 pm Snack duty - Andrea</p> <p><b>14. Adjournment</b> 8:20 p.m.</p> <p><i>Summary Upcoming Events for CKES Council:</i></p> <table border="1" data-bbox="240 730 1328 961"> <thead> <tr> <th data-bbox="240 730 508 856">Date</th> <th data-bbox="508 730 834 856">Event</th> <th data-bbox="834 730 1057 856">Location/Time</th> <th data-bbox="1057 730 1328 856">Lead or Contact</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 856 508 892">Nov 9</td> <td data-bbox="508 856 834 892">Craft Fair</td> <td data-bbox="834 856 1057 892">CKES Gym</td> <td data-bbox="1057 856 1328 892">Joanne/Kathleen</td> </tr> <tr> <td data-bbox="240 892 508 928">Nov 28</td> <td data-bbox="508 892 834 928">Council Meeting</td> <td data-bbox="834 892 1057 928">Staff Room</td> <td data-bbox="1057 892 1328 928">Andrea (snacks)</td> </tr> <tr> <td data-bbox="240 928 508 961">Dec 19</td> <td data-bbox="508 928 834 961">Christmas Celebration</td> <td data-bbox="834 928 1057 961">CKES</td> <td data-bbox="1057 928 1328 961"></td> </tr> </tbody> </table> |                       | Date          | Event           | Location/Time | Lead or Contact | Nov 9 | Craft Fair | CKES Gym | Joanne/Kathleen | Nov 28 | Council Meeting | Staff Room | Andrea (snacks) | Dec 19 | Christmas Celebration | CKES |  |
| Date   | Event                 | Location/Time | Lead or Contact |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
| Nov 9  | Craft Fair            | CKES Gym      | Joanne/Kathleen |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
| Nov 28   | Council Meeting       | Staff Room    | Andrea (snacks) |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |
| Dec 19   | Christmas Celebration | CKES          |                 |               |                 |       |            |          |                 |        |                 |            |                 |        |                       |      |  |

| <b>Distribution List for Approved Minutes:</b> |                        |                            |
|--|------------------------|----------------------------|
| School Council Liaison                         | School Council Members | CKES School Administration |
| School Superintendent                          |                        |                            |