

CKES School Council
Approved Meeting Minutes
 Wednesday, December 1, 2010 7:00 p.m.
 CKES Staff Room

ATTENDANCE

Valerie Royle, Chair, Council Member	Marj Hlady, Principal
Paula Stoker, Council Member	Gord Miller, Vice-Principal
Les Hickey, Council Member	Joan Lewis, Secretary-Treasurer
Monica Lauer, Council Member	Guest: Glenn Hart, MLA for Riverdale South
Julie Hopkins, Council Member	

Approved Minutes for Distribution:

Motion to Approve: Moved by Paula S., seconded by Monica Lauer, that the minutes for the regular meeting held December 1, 2010 be approved as amended. **Motion Carried.** Date: Jan.5,2011

SUBJECT:	ACTION
1. Call to Order - 7:10 p.m.	
2. Opening Prayer	
<p>3. Meeting Minutes for November, 2010 Minutes amended to add the Staffing Allocation Advisory Committee and Valerie Royle, member on the committee.</p> <p>MOTION: Moved by Monica Lauer, Seconded by Julie Hopkins– Minutes of November 3, 2010 meeting approved as amended.</p>	Motion Carried
4. Agenda – Other business added: Busing Committee (Julie), Request for overnight activity at the school by Grade 7's (Marj), English Language Learners (Marj), School Council Conference (Val).	
<p>5. Chair's Report (Valerie R.) Val attended another Staffing Formula Advisory Committee meeting. Review of the staffing formula continues.</p> <p>6. Principal's Report: Marj presented then following report: <u>November:</u></p> <ul style="list-style-type: none"> ○ Nov. 5 & 6: Volleyball Tournament ○ Nov. 9: Peace Celebration ○ Nov. 18: Science Fair ○ Nov. 23: Report Cards go home ○ Nov. 25 & 26: Student Parent Teacher conferences (Student led) ○ Nov. 30: Posada <p><u>Upcoming in December:</u></p> <ul style="list-style-type: none"> ○ Dec. 7: Volleyball Tournament ○ Dec. 16: Christmas Celebration 	

<p>7. Craft Fair Report (Paula S.)</p> <ul style="list-style-type: none"> - Evaluation/Feedback form distributed to crafters. Good feedback in general received from crafters. - Council discussed possible purchase of tables similar to those being borrowed from Jack Hulland Elementary for events at CKES such as the craft fair fundraiser or other (e.g. Breakfast for Haiti). - Joan to obtain a cost estimate for approx. 60 tables as well as an estimate for an exterior storage unit for tables. - Next Craft Fair – <u>Sat. Nov. 12, 2011.</u> 	<p>Joan</p>
<p>8. Passes for Christmas Celebration</p> <ul style="list-style-type: none"> - Passes were sent home with the school newsletter. - 11 people are currently on the waiting list for any available extra passes. Some extra passes have been handed in to the office. It is anticipated there will be enough extra passes. - Available council members will man the front entrance to collect passes during the afternoon matinee and the evening Christmas Celebrations. 	
<p>9. Parking at CKES</p> <ul style="list-style-type: none"> - The area located west of the school located beside the Grade 3-4 door tends to be used more frequently now. This area is understood to be non-school property (private property). - Some people are disregarding the signage and barricades and driving up to the school door which creates further safety issues. May need to move the barricades to prohibit drivers from driving beyond the barricades. - Limited Parking at CKES which continues to be an on-going concern. Council counted 37 stalls in the existing parking lot. This includes stalls for disabled parking. Staff need parking lot stalls as many drive to work which leaves little or no parking for parents/guardians, guests to the school, deliveries, etc. - Need for more parking and possible need to move/acquire additional barricades will be raised with Property Management. 	<p>Council, Administration</p>
<p>10. School Growth Plan</p> <ul style="list-style-type: none"> - Marj indicated that the maintenance goals under the School Growth Plan are being followed. - Strategies for English Language Learners and English as a Second Language were raised. - Marj indicated that the school is offering a Parent/Guardian Information Session on Power Reading on <u>January 20</u>. The information session will be at <u>Noon time</u> in effort to provide an opportunity for as many parents and guardians as possible to attend. 	
<p>11. Policy Reviews & Dispute Resolution Policy for CKES School Council</p> <ul style="list-style-type: none"> - Council to review the dispute resolution policy for Hidden Valley School Council (available on-line on the Hidden Valley Elementary School website). - CKES school Council to prepare a Dispute Resolution Policy, as required. - Copies of some of approved policies under the Public School Branch. There are approximately 22 existing polices pertinent to parents/guardians and school councils. Council members (Les, Lead) will review and provide feed back to Les for the Policy Review Committee. 	<p>Council members</p>

<p>12. School Council Roles, Goals & Guidelines (Paula)</p> <ul style="list-style-type: none"> - Council reviewed the draft document prepared by Paula Stoker at the last meeting. - The document was well received. After only a couple of minor amendments, the document was approved by council. - The final document will be placed on the bulletin board. <p><u>MOTION:</u> Moved by Julie Hopkins, Seconded by Paula Stoker – The document entitled CKES School Council Roles, Goals and Guidelines are approved.</p>	<p>Paula</p>
<p>13. Video of Christmas Celebration</p> <p>Marj suggested a video of the Christmas Celebration at the last meeting. It could serve as a potential fundraiser and also a great memento for all. Privacy issues were raised. Consent of parents/guardians will be required. Marj offered to include an information sheet on Christmas Celebration video as well as a permission slip in a school newsletter.</p> <p>Council also discussed making a CD of the Christmas Celebration music only as another option to a video. Both suggestions are being considered by council.</p>	
<p>14. Mosaic Cards</p> <p>The mosaic cards are still available for sale.</p>	
<p>15. Joint Catholic School Council Meeting</p> <ul style="list-style-type: none"> - CKES School Council to host the next meeting. - Julie & Monica to review and set the date for the next meeting. 	<p>Monica, Julie</p>
<p>16. CEAY</p> <p>Next meeting – December 2.</p>	<p>Val, Monica</p>
<p>17. Busing Committee (Julie H.)</p> <p>Julie attended the committee meeting that was today (Dec. 1) and provided the following information from the Busing Committee meeting:</p> <ul style="list-style-type: none"> - The committee is dealing with several busing issues including specific routes to/from Copper Ridge and Granger subdivisions to various schools. - Dept. of Ed. plans to purchase a software program to assist in the planning of school bus transportation routes and bus scheduling. - School Bus transportation issues from Riverdale to Whitehorse Elementary School are being dealt with as well as CKES to Copper Ridge plan to be resolved by next week. - Approx. 120 city bus passes are currently being issued to students each month. - The School Busing Committee requires a policy. - A tender for the School Bus contract to be issued next week. - Next Busing Committee meeting – <u>January 19/10.</u> 	<p>Julie</p>
<p>18. Overnight Activity at the School (Marj & Council)</p> <ul style="list-style-type: none"> - Marj indicated that the Grade 7's wish to have an overnight activity at the 	

school in January. It is to be a fundraiser event (Staying Quiet for 24 hours!) and the school requests permission of school council for the event.

- Council members believe this is a great idea for a fundraiser event and likely, a very challenging one.
- Council raised the suggestion that a teacher or parent/guardian in attendance for the overnight event at the school should be certified in First Aid training in consideration of safety. Otherwise council agreed to the overnight activity.

**MOTION
CARRIED**

MOTION: Moved by Valerie Royle, Seconded by Monica Lauer – School Council provides its’ permission to the Grade 7’s to have its’ overnight activity at the school in January. MOTION CARRIED.

19. English Language Learners (ELL)

There are a significant number of students at CKES who do not speak English and who are just learning to speak and read English.

Council suggested a Parent Liaison position for CKES and an Education Assistant for ELL at CKES which may help bridge the language and cultural challenges of the children and their parents who are new to Canada (Yukon) and the school community while providing a positive and welcoming atmosphere for students and their families within our Yukon school community.

20. Catholic Administration Meeting (Marj)

- CKES Administration attended a Catholic School Administration meeting.
- A work plan and the goals of CEAY should be revisited.
Monica will raise this with Carol at the next CEAY meeting.
- In camera meetings require the cabinets to be locked.
- There may be a conflict with the conference date.

Monica

21. School Council Conference

Val attended part of the conference. It was very well attended by school councils and the topics Val attended were very well facilitated.

22. Secretary- Treasurer Report:

Financial:

- o Craft Fair financial statement presented to council.

- The craft fair statement is preliminary at this time as one additional invoice was just received for advertising.

Total expenses: \$280.04 Revenue (tables, cards, door prizes): \$2452.00

Total Proceeds (Profit): \$2171.96 (prelim.)

- o School Council Budget to Actual Statement presented to council.

Questions from Council:

- Approved Budget?: Council asked whether the school council’s budget was formally approved, including approval of the budgeted amount for the Catholic Education Conference.

Joan indicated that the budget for 2010-11 was sent to Bob Walker but a specific response was not received from Bob Walker nor the department.

Also, specific reference was made to the budgeted amount for a Catholic Education Conference, which was submitted to the department (Bob Walker) because such items may require Ministerial approval.

No response was received from the department; however, school council's funding under the Contribution Agreement funding was actually received today (direct deposit) (Dec.1) so Joan assumes School Council's Budget for 2010-11 is considered satisfactory.

▪ Food For Learning (Funding for):

Julie mentioned that she is noting a significant increase in use of the food items at the school which are purchased by school council under Food For Learning Program.

The school also is noticing an increase in food use.

The budgeted amount is based on last year's actual budget amount used for FFL and this was the amount applied for under the Yukon Food For Learning Program and received. YFFLP also sent council a \$25 grocery card for council's submission of their idea for a name for their Newsletter.

Julie, the school and school council will closely monitor the use of and need for food at the school and the budget.

▪ French Language Grant – not yet received. Marj submitted an application for the grant.

○ Account balances:

- Main bank account balance: \$ 7983.40
- Special Project bank account (school landscaping project): \$ 4124.09
Budget-to-Actual statement also provided for Landscaping project.

Other Items:

- Name tags – Distributed new name tags purchased for all school council members. School Council recommended that these be worn at any school events.

- Name cards (business cards) – logo(s) will be placed on the school council name cards. Joan to follow-up on acquiring name cards (business cards).

Julie

Joan

24. SUMMARY UPCOMING EVENTS:

DATE	Event	Time/Location	Lead or Contact
Jan.19/11	Busing Committee Meeting		Julie
Sat. Nov.12/11	Craft Fair fundraiser	CKES gym 9:30/10:00	Paula

25. Next Meeting: Wed. Jan. 5, 2011: 7:00pm

26. Adjournment: 9:00 p.m.

Other Information:

■ **School Council Member Lead on Committees & Events**

Staffing Allocation Advisory Committee – Valerie Royle
Policy Review Committee – Les Hickey
Busing Committee – Julie Hopkins
Yukon Food for Learning Program – Julie Hopkins
Joint Catholic School Council & CEAY Meeting – Food – Paula Stoker, Julie Hopkins
Catholic Education Assoc. of Yukon (CEAY) – Monica Lauer, Valerie Royle
Grade 7 Grad Mass – Julie Hopkins (Paula & Val to assist)
Family BBQ - Joan Lewis
Staff Appreciation Lunch – Paula Stoker
Craft Fair Fundraiser Event – Paula Stoker
Council Website – Joan Lewis
Bulletin Board – Paula Stoker
Christmas Celebration (Passes & other) – Monica & Val (Lead), all council members to assist as necessary

Distribution List for Approved Minutes:

School Council Members	Father Bleackley, Sacred Heart Church	Jane Downing (YESnet)
CKES School Administration	Bishop Gary Gordon	Bob Walker, School Council Liaison
Mike Woods, Superintendent		