

CKES School Council

Meeting Minutes

Thurs., Jan. 5, 2012 7:00 p.m. CKES Staff Room

ATTENDANCE:

Valerie Royle, Chair	Joan Lewis, Sec/Treas.
Paula Stoker, Council Member	Marj Hlady, Principal
Monica Lauer, Council Member	Gord Miller, Vice-Principal
Laura Hureau, Council Member	Absent: Les Hickey, Council Member

Approval of January's Meeting Minutes:

Motion: That the meeting minutes for January, 2012 be approved as amended.

Moved by: Paula Stoker; **Seconded by:** Monica Lauer

Date: February 2, 2012

	ACTION
<u>SUBJECT:</u>	
1. Call to Order – 7:10 p.m.	
2. Opening Prayer	
<p>3. Approval of Minutes for December, 2011 Minutes were reviewed. Amendments were suggested and made. A motion was made to approve the minutes.</p> <p>Motion: That the minutes for December, 2011 be approved as amended. Moved by: Paula Stoker; Seconded by: Monica Lauer. All in favor.</p>	Motion Carried
4. Agenda – One item added under New Business.	
<p>5. Chair's Report: Valerie Royle provided the following report:</p> <ul style="list-style-type: none"> ◦ Staffing Allocation Committee: <ul style="list-style-type: none"> - CKES enrollment for 2012-13 is established at a minimum of 350 students and staffing will be 26.7 FTEs, being an increase of 0.3 FTEs. - English as a Second Language (ESL) was discussed. There are approx. 250 ESL students at this time. ◦ Mice Update – The exterminator was in the school over the Christmas Break to eliminate mice and submitted a report to the school. If parents have any questions or concern, members are to advise them to contact the School (Principal). <p>6. Principal's Report (Marj Hlady): The following was raised and discussed.</p> <p><u>Parking:</u> The drop-off area beside the School continues to be used as a parking area instead of a drop-off area for students. Council and the School discussed and agreed that this continues to be a safety issue.</p> <ul style="list-style-type: none"> - Council will prepare a letter that would be sent home by the school to parents/guardians reminding them not to park in the drop-off area and to only park in designated parking areas. The new parking area would also be mentioned. A map showing where parking is permissible and where the drop-off is located would be shown. <p><u>School Photos Contract:</u> The department issues a contract each year for student</p>	Valerie Joan

photos for YSIS purposes (Yukon Student Information System). Additional student and class photos are taken at the same time. Anyone interested in providing School Photos services need to contact the Department of Education directly to bid on any School Photo contract.

School Supplies: Marj discussed School Supplies with staff (Council propose to buy most standard supplies in bulk and distribute at beginning of the school year) .

Staff provided the following feedback:

i) Council may wish to query parents on interest in school supplies and the proposed option.

Council agreed and then discussed options to gauge any interest of parents on school supplies. One option being to send out a survey or questionnaire or to use a web-based survey format (Survey Monkey).

Val to investigate preparing a Survey Monkey questionnaire.

Joan to contact YesNet to determine if they can upload the survey onto School Council's website.

ii) Certain brands of supplies must be used due to quality issues (e.g. Canadian-made pencils which are the only type of pencils which sharpen properly). Council discussed and agreed.

iii) Suggestion was made by staff to introduce any standard set of school supplies at the beginning of the year by distributing to only one grade to start (e.g. Grade 1). Council considered this option but felt that they would not acquire lower costs for school supplies for just one grade as opposed to buying all supplies in bulk.

Events at the School:

- o Dec. 15: Christmas Celebration

Upcoming:

- o Jan. 17: Christian Unity Celebration
- o Jan. 26: Grade 5 Transition
- o Jan. 17-26: Read-a-thon
- o Feb. 2 & 9: PLC/CGC

7. Old Business:

7.1 DVDs of Christmas Celebration – The DVD sales of the Christmas Celebration was a great success and many thanks to Gord for assisting in making this such a success. Total raised was \$940.

8. New Business:

8.1 Dates for Upcoming Events:

Council and the School proposed or confirmed dates for all upcoming events at the School:

See table of Events below (at end of minutes).

Note: Date of Grade 7 Grad Mass – Marj to confirm date of June 7 with Father Jim.

**Valerie
Joan**

Marj

8.2 Landscape Plan and Schedule: Council discussed and determined the following:

Project Funding & Application:

- Option to submit one or two applications considered (i.e. different levels of funding). Council recommended one application for one grant only and for the greater grant amount. Deadline: May 15,2012
- All funds received must be spent within one year of being received by a grant.

Misc. Items:

- o Shed:
 - Paula to speak to Russ Tait to see if they can the shed and any dimensions required plus weight considerations/limits.
 - Use same dimensions/design as Recycling Shed (Paula has the design).
- o Tables – 70 Tables needed (CKES currently has 10 tables)
 - Get quote from Staples (Joan)
- o Lotteries Yukon – Laura to investigate whether council may apply.
- o Labour Estimate – approx. \$12K
- o Potential Cost- Sharing with the department and the school:
Council to approach both the school and the department on a possible cost-sharing agreement for the School Landscaping Project. The School may be able to provide approx. \$10k for example.
- o General Cost Estimate for Landscaping (in 2008) was \$150 K. A new or up-to-date cost estimate will be needed in the near future.

Paula

Joan

Laura

Council
& School

9. CEAY

Upcoming meeting. Val and Monica to attend.

10. School Growth Plan (SGP)

The School is developing ideas for its' SGP.

11. Secretary-Treasurer Report:

Budget-to-Actual Statement provided to Council:

1. Contribution Agreement funding for School Council was received.
2. No major expenditures to report. Any expenditures and revenue for recent fundraisers are shown in the report or will appear in the next budget report (e.g. DVD sales).

Main Bank Account Balance (Jan. 3/12): \$ 17,740.83

Special Project Bank Account

Balance (School Landscaping) (Jan. 3/12): \$ 8,174.46

Total funds held by School Council: \$ 25,915.26

12. Next Meeting: Thurs. Feb.2 at 7:00 pm Snacks - Paula

13. Adjournment: 8:50 p.m.

Paula

SUMMARY UPCOMING EVENTS FOR CKES SCHOOL COUNCIL:

DATE	Event	Location, Time	Lead or Contact
Tues. Jan. 10	CEAY Meeting	Vanier	Monica & Valerie
Fri. Feb.17	Family Movie Night	CKES	All
May 18	Staff Appreciation Luncheon (PD Day)	CKES	Paula (Lead) & All
Thurs. June 7	Grade 7 Grad Mass	Sacred Heart Church	Paula & Valerie (Lead Contacts) & All
Fri. June 1	Family BBQ	CKES 5-7 pm	Joan & Monica (Leads) & All

Council Member Lead on Events & Committees:

Bulletin Board – Paula Stoker

Craft Fair - Paula

Staffing Allocation Advisory Committee – Valerie Royle

CEAY (Catholic Education Assoc. of Yukon) – Monica Lauer & Valerie Royle

Yukon Food for Learning Program – Monica Lauer

Christmas Celebration Passes – Monica & Val

Policy Review Committee – Les Hickey

Grade 7 Grad Mass – Val

Staff Appreciation Lunch – Paula Stoker

Fundraiser Event(s) – Paula Stoker

Family BBQ - Joan Lewis & Monica Lauer

CDF – Les, Val, Joan

Distribution List for Approved Minutes:

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