

Regular Meeting Minutes
- Christ the King Elementary School Council -

Wednesday, January 9, 2013 CKES Staff Room 7:00 p.m.

Approval of Regular Meeting Minutes for January 2013:

Motion Made by the Chair: *That the minutes for January 9, 2013 be approved as amended.*

Moved by: Paula Stoker **Seconded by:** Monica Lauer **Date:** Jan. 9/12

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Members Present - Ryan Sikkes, Chair; Mark Shumelda, Monica Lauer, Andy Muir,
Paula Stoker; and, Joan Lewis, Sec-Treas.

School Administration - Marj Hlady, Principal and Gord Miller, Vice-Principal

Guests - No guests

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Agenda Item:

Action:

1. Call to Order– 7:05 pm
 2. Opening Prayer
 3. Review and Approval of Meeting Minutes for December 5/12
- A] Minutes were reviewed. One amendment made for member responsible for action item (Family Movie Night).
- B] Update on Action Items arising from last meeting:
- i Weekday Warriors (after-school program): Since no further information is available about the program, School Council recommended to defer this item until more information becomes available.
 - ii Banking: Signing authority with the bank was completed by Ryan and Joan. [Two signing authorities are required for School Council cheques and withdrawals at the bank].
 - iii Recreation & Parks Association of Yukon (RPAY) Grant: Paula provided the following update:
 - Some of the equipment has been received.
 - Half of the grant has been received and the funds were issued to the School.
 - Paula is working with school staff to order the rest of the equipment and they will work together to obtain the remainder of the grant as well.

Agenda Item:

Action:

- Paula will follow-up with staff about how to use the new equipment.
- iv Special Project - School Landscaping: Update provided under Old Business.
- v School Supplies: Deferred to next meeting.

- vii Mabel's Labels: Mark indicated that orders for Labels have been popular and that a commission of approximately \$70 has even been raised so far. Council recommended keeping the campaign for Mabel's Labels available for another month or so.

- viii Field Trip Policy (Marj and Ryan): The department is making some changes to the policy and Ryan will review the field trip policy and forms when they are complete.

- ix Parking on Adjacent Property: Ryan brought the issues raised by the School at the last meeting to the department's attention.

- x Tables and Shed: Paula reminded Council that Russ Tait at Vanier Secondary helped with the recycling shed for CKES in past and may be able to help this time as well for a new storage shed to hold several new tables (approx. 70) plus some dollies to transport the tables between the shed and school. He may also be able to help with a cost estimate for the materials. Andy will look into this.

Andy

* No further amendments or updates.

Motion to adopt Regular Minutes: *Motion made by the Chair that the meeting minutes for December be approved as amended.*

Moved by: Paula Stoker; **Seconded by:** Monica Lauer. All in favor.

**Motion
Carried**

4. Adoption of Agenda - Agenda was reviewed with no items added.

Motion to Adopt the Agenda made by Chair: Motion to adopt the agenda.

Moved by: Paula S.; **Seconded by:** Monica L. All in favour.

**Motion
Carried**

5. Chair's Report - Ryan provided the following report:

- Ryan indicated that he has received extensive feedback on the proposed changes to the Education Act . These will be discussed later under New Business.

Agenda Item:

Action:

- Suggestion raised by Joan to switch the main bank account from a paper-based bank statement type account to one which provides an electronic monthly statement. This would provide more timely receipt of bank statements each month which in turn would assist with financial reporting to School Council for their monthly meetings. This will require changing the account from an old community-type account to a business chequing account. There will be a nominal monthly fee plus other fees, when applicable (amount of deposits).

if the number of deposits of cheques and cash being deposited go above the allowable monthly account limit. This will occur on those months when School Council fundraiser events take place, for example.

- Council agreed to change the main bank account to a new business chequing account as recommended.
- Joan will contact the bank to make any necessary changes.

Joan

6. Principal's Report - Marj presented the following report:

- In December:
 - Posada
 - Christmas Celebration
 - Sing-A-Long

and upcoming in January:

- January 22: Celebration of Christian Unity
- January 22-31: Read-a-thon Begins
- Also in January: Basketball begins

7. Old Business:

a) School Council Workshop debrief:

All agreed that the workshop held on Dec. 8 for School Councils was one of the best they've attended. It was very well done and everyone learned a great deal.

b) Christmas Celebration debrief:

Council praised Gord and Marj, and all CKES Staff, for a great Christmas Celebration this year! The music program, student performances, M.C.'ing and instrumental accompaniment by School Staff and others were superb! And thanks to Ryan for making announcements on behalf of School Council.

Congratulations and well done all!

Agenda Item:

Action:

Note for future reference:

- Monica and Mark recommended that the DVD orders for the Christmas Celebration be sent home with students on the last day of school before the break rather than by pick-up during an evening later in the week. School Administration did not foresee a concern with this suggestion.

c) Evergreen funding for Landscaping:

- Ryan provided information on the program including eligibility requirements for a grant. Some of the eligibility requirements may be somewhat difficult to achieve for our school which is located in Yukon.

- Council will review the information to see if there are some possible elements of the program that could be used for the landscaping work at CKES.

Council

- Funding available is up to \$3500.

- Andy will look into a Landscaping Plan as well.

Andy

8. New Business:

a) Same-Sex Attraction Policy – Council received a copy of the resource document prepared by Bishop Gary Gordon to assist Catholic Schools and Pastoral Staff of the Diocese of Whitehorse. Ryan indicated that the department was preparing a policy for administrative use by schools and Bishop Gary was able to prepare a Catholic resource document as well.

The department also has all policies available for viewing on the Department’s website. A member question was raised regarding a Policy Review Committee. A committee has been formed from time-to-time but neither Council nor administration are aware of an active Policy Review Committee at this time.

b) Review and Approval of School Council Budget for 2012-13

- Council reviewed and discussed the school year budget.
- Estimates for expenditures and revenue for each line item was updated to reflect past revenue and expenditures for the same item from the previous year.
- A new line item was added for a School Council fundraiser (Mabel’s Labels).
- The line item for the French Cultural Grant was deleted from the School Council budget as the funding now goes directly to the School.

Agenda Item:

Action:

Motion to Adopt the School Council Budget made by Chair: *Motion to adopt the Budget for 2012-13 as amended.*

Moved by: Monica Lauer; **Seconded by:** Mark Shumelda. All in favour.

**Motion
Carried**

c) and d) Feedback to Minister on Proposed Changes to Education Act including a Common School Calendar for Yukon Schools for 2013-14

- An information letter from School Council was sent home to parents and guardians in December through the school newsletter, including a request for comments, and which outlined proposed changes being made to the Education Act by the Minister, including timing of School Council elections and School Council member terms. Another proposed change to the Act being made is a change to a common School Year Calendar for all Yukon Schools for 2013-14. A request for feedback and preferences based on the given options was requested.

Council received an extensive amount of feedback and helpful comments as well. The preferences for the start and end dates for the school year varied along with the preferences for a 1 week or 2 week March Break.

Council reviewed the comments and all preferences along with School Administration on the school year calendar along with the other proposed changes to the Education Act pertaining to School Councils.

Ryan will summarize School Council's recommendations on the proposed changes to the School Council elections and member terms and respond with a preference for the school year calendar and comments as well.

Ryan will prepare a draft letter and send to Council for review prior to final submission to the Minister.

**Ryan &
All**

e) Family Movie Night Planning & Action Items:

- On Friday, Jan. 18.
- Doors open at 6:30 pm
- All children must be accompanied by a parent or guardian, as this is not a school event, but a School Council event.

Items:

- Book school gym (availability) - **Marj**
- Gym Set-up – **Gord**
- Flyers around school and for home – **Monica**
- Door - **John**
- Info on Mabel's Labels – **Mark**

Agenda Item:

Action:

- Contact John – **Ryan (?)**
- Introduction and announcements (beginning and end) – **Ryan**
- Popcorn machine – **Paula**
- Float and Food – **Joan and Monica**
- Clean-up – Council members and volunteers

9. CEAY – (Mark S. and Monica L.)

- A job description is currently being prepared for an Executive Director position.
- David Wells will be presenting sometime between April 25-27.
- Next Meeting: Jan. 15 at 7:00 pm , Vanier Secondary

10. School Growth Plan (SGP) (Marj)

Date for the next School Growth Planning meeting has not yet been finalized. Marj will let Ryan know once she’s advised. The SGP team is expected to be at the meeting.

Marj

11. Secretary-Treasurer Report – Joan provided the following report:

- o Budget-to-Actual Report provided to School Council.
- o Bank Accounts per Statements:
 - Main Bank Account Balance (Dec.4/12): \$ 16,470.33
 - Special Project Bank Account Balance (Dec.4/12):
(School Landscaping Project) \$ 13,430.44
- o Total funds held by School Council \$ 29,900.77

Other:

- Dates of upcoming events. Marj to check on the PD Day in May (Staff Appreciation Lunch)
- Change bank account to business chequing.

Marj

12. Next Meeting: Wed. Feb. 6 at 7:00 p.m. Mark on for snack duty.

13. Adjourn: 9:05 p.m.

Summary of Upcoming Events for CKES School Council:

DATE	Event	Location, Time	Lead or Contact
Tues. Jan. 15	CEAY Meeting	Vanier Secondary 7:00 pm	Mark & Monica
Fri. Jan. 18	Family Movie Night	CKES Gym	Monica
	Staff Appreciation Luncheon (on a PD Day)	CKES Multipurpose Room	Paula & All
Thurs. June 6	Grade 7 Grad Mass	Sacred Heart Church	Paula & All
Fri. May 31	Family BBQ	CKES 5-7 pm	Andy

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, A/School Council Liaison		