

# CKES School Council

## Meeting Minutes

Thurs., Nov. 3, 2011 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
Les Hickey, Council Member	
Vacancy	

*Approval of Meeting Minutes:*

**Motion:** That the minutes for November 3, 2011 be approved as presented.

**Moved by:** Paula Stoker; **Seconded by:** Les Hickey. All in favour.

**Motion Carried. Date: Dec. 8/11**

<b>SUBJECT:</b>	<b>ACTION</b>
1. <b>Call to Order</b> – 7:05 p.m.	<b>Motion Carried</b>
2. <b>Opening Prayer</b>	
3. <b>Approval of Minutes for Oct.6, 2011</b> Minutes were reviewed and there were no required amendments.  <b>Motion:</b> That the minutes for October, 2011 be approved as presented. <b>Moved by:</b> Les Hickey; <b>Seconded by:</b> Paula Stoker. <b>All in favor.</b>	
4. <b>Agenda</b> – Items added under New business and then approved.	
5. <b>Chair's Report:</b>  ◦ Update on Principal Evaluation Committee.	
6. <b>Principal's Report:</b> Marj provided the following summary:  October: <ul style="list-style-type: none"> <li>◦ Oct. 12: IEP Reviews</li> <li>◦ Oct. 13: PLC/CGC</li> <li>◦ Oct. 18: Bible Celebration</li> <li>◦ Oct. 23: Catholic Day</li> </ul> Upcoming: <ul style="list-style-type: none"> <li>◦ Nov.8: Peace Celebration</li> <li>◦ Nov. 18 &amp; 19: Volleyball Tournament</li> <li>◦ Nov. 22: Report Cards go home</li> <li>◦ Nov. 23: Science Fair</li> <li>◦ Nov. 25 &amp; 26: Student Parent Teacher Conferences</li> <li>◦ Nov. 29: Posada</li> </ul>	

<p>Item raised and discussed with Council:</p> <p>Marj reminded council that parents are still parking in the drop-off zone at 8:15 a.m. This is a drop-off zone only with signage.</p> <p>Council indicated that the wording on the signs is confusing and may need to be fixed. The wording on the signs could be covered in the interim to avoid confusion. There has been new parking added in the new extension area which parents should be using. A parking reminder and information on new parking area will be included in the school newsletter.</p> <p><b>7. <u>Old Business:</u></b></p> <p><b>7.1</b> School Council vacancy – Letter sent by the Chair.</p> <p><b>7.2</b> Annual Yukon School Council Conference – Members were unable to attend.</p> <p><b>7.3</b> Craft Fair Fundraiser (Paula)</p> <ul style="list-style-type: none"> <li>- 47 tables booked to date</li> <li>- Paula and members finalized all remaining tasks, including table pick-up and return, set-up and decorations.</li> <li>- Receipts for crafters required before the Craft Fair and attached to rented tables (Joan)</li> <li>- Advertisements have been placed in the newspaper.</li> <li>- Mosaic Cards for sale by council during the Craft Fair</li> <li>- Grade 7's will have a concession stand as a class fundraiser. Proceeds raised will be used to purchase school sweatshirts for Grade 7 students.</li> </ul> <p><b>7.4</b> Family Movie Night Fundraiser (Paula)</p> <p>Monica will prepare posters and place in school hallways. Teachers asked to remind students the day before. All main tasks confirmed including: Door - John confirmed; popcorn machine – Paula; Movie-Val, Microphone- Gord; Food– Monica &amp; Joan, Float funds- Joan</p> <p><b>8. <u>New Business:</u></b></p> <p><b>8.1</b> Landscaping Project - Recommendation made by a teacher to have more lighting at the Grade 6/7 door and surrounding grounds. It is a very dark area of the school grounds and teachers on-duty have difficulty seeing the students. Council appreciated this suggestion and will include it as part of the project plan.</p> <p><b>8.2</b> Correspondence - Council received and considered a request from a community group to place a donation kettle in the school during their Craft Fair event. Council was unable to provide a positive response or approval for such a request at this time. Council (Val) will reply to the group.</p> <p><b>8.3</b> Parish Photo Directory – Council considered having a photo included in the Parish Photo Directory since the Parish is updating their Directory this year. However, due to potential member changes next fall, and every School Council election, the photo would soon be out of date. Therefore, a photo of School Council</p>	<p></p> <p><b>Val</b></p> <p></p> <p><b>All</b></p> <p></p> <p><b>All</b></p> <p></p> <p><b>Val</b></p>
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will not be included in the Parish Photo Directory.

**8.4 Cost of School Supplies** - Joan provided Council with a summary of the approximate cost of school supplies per child and per grade as requested by Council. Council discussed options and suggestions concerning the school list and the cost with School Administration.

Council will approach one or two businesses with the School Supply list to obtain a cost to purchase all supplies in bulk and to order in advance. Certain items, such as backpacks, would be excluded.

School Council proposed to collect and distribute school supplies to students in each grade.

Joan to prepare a final school supplies list for Council review and approval to provide to businesses.

**Joan**

**9. CEAY** – Recent meeting held with facilitator, Jennifer England.

**10. School Growth Plan (SGP)**

A parent has raised some questions regarding the SGP and expressed interest with the School Growth Plan.

Council recommended a Parent Information Session on the School Growth Plan. Council will include this item on the agenda for the next council meeting and include it in the next School Council newsletter. The parent will be invited to attend.

**Val**

**11. Secretary-Treasurer Report:**

Budget-to-Actual Statement provided to Council.

Main Bank Account Balance (Nov. 1/11): \$ 10,048.75

Special Project Bank Account  
Balance (School Landscaping) (Oct. 4/11): \$ 8,173.79

Total funds held by School Council: \$ 18,222.54

**12. Next Meeting:** Thurs. Dec. 8 7:00 pm Snacks - - Monica

**13. Adjournment:** 8:35 p.m.

**SUMMARY UPCOMING EVENTS FOR CKES SCHOOL COUNCIL:**

DATE	Event	Location, Time	Lead or Contact
Thurs. Nov. 10	Pick Up Tables at Jack Hlland school for Craft Fair	Jack Hlland School Time =	Paula S.
Sat. Nov.12	Craft Fair Fundraiser	CKES gym 9:30	Paula Stoker

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*

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**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		