

CKES School Council

Meeting Minutes

Tuesday, October 13, 2009 7:30 p.m.

CKES Staff Room

ATTENDANCE	
Valerie Royle, Chair, Council Member	Joan Lewis, Secretary-Treasurer
Paula Stoker, Council Member	Regrets: Monica Lauer, Council Member
Les Hickey, Council Member (pending)	and Judy Prevost, Vice-Principal
Julie Hopkins, Council Member (pending)	Guests: Colleen Segriff, Parent and Sandra Orban, Parent
Marj Hlady, Principal	

SUBJECT:	ACTIONS
1. Call to Order by Chair- 7:40 p.m.	
2. Opening Prayer	
3. Approval of Agenda: Additions made to agenda and then approved by Council.	
4. Approval of October 13/09 Meeting Minutes: Approved as amended on Nov. 10, 2009.	
5. Meeting Minutes for Sept. 8, 2009: Amendments made and then approved by council. MOTION: Moved by Paula, Seconded by Valerie – Minutes of September 8, 2009 meeting approved. CARRIED.	
6. <u>Principal's Report:</u> Marj presented the following report: <u>September:</u> <ul style="list-style-type: none"> ○ Sept. 9: Grade 1 Meeting ○ Sept. 10: Staff Mass ○ Sept. 11: Staff Retreat and school council is invited to attend ○ Sept. 15: Grade 5 Meeting ○ Sept. 17: Kindergarten Meeting ○ Sept. 17-18 : Administration Conference in Dawson ○ Sept. 18-19: Soccer Tournament ○ Sept. 22: Opening Celebration & School Open House ○ Sept. 22: School Open House ○ Sept. 23: Terry Fox Run ○ Sept. 24: Learning Disabilities Association of Yukon (LDAY) Conference ○ Sept. 29: Annual General Meeting Catholic School and School Councils ○ Fire and Earthquake lockdown drills <u>October:</u> <ul style="list-style-type: none"> ○ Oct. 5: Staff Potluck ○ Oct. 6: Thanksgiving Celebration ○ Oct. 7: Catholic Schools Food Drive <p>□ <u>Other Items:</u></p> <ul style="list-style-type: none"> ➤ Professional Learning Community (PLC) Conference in Toronto is being attended by Adele Lackowitz. 	

➤ HPV vaccination program: Letters went home today with the girls in grades 6 and 7 explaining HPV and the vaccination program including consent forms which are required to be filled out and returned.

7. Business from Last Meeting:

i) **Space Requirements** – School space needs was discussed and will be raised with CEAY.

Council
reps. on
CEAY

ii) **Christmas Craft Fair Fundraiser** — Paula will lead the organizing of a Christmas Craft Fair school council fundraiser. The Craft Fair will be held November 14 from 10 am – 3 pm in the school gym. A list of tasks or items for members to assist with will be sent out.

Paula and
All

Items discussed for the Craft Fair: Pictures with Santa (photos would be sent by email, M. Dougherty), Bake Sale, tables (from school & CYO hall), concession stand (grade 7 would like to have a concession as a grade 7 fundraiser), advertising including a student take-home notice, parking, block off school hallways during fair, sale of blank note cards with mosaic (Joan to follow-up).

iii) **New members** - Val to contact Kelly Collins (as Bob Walker is away for October) concerning having Julie and Les sworn in as members.

Val, Les,
Julie

iv) **Review of Draft School Policies** (Les) – Les reviewed the draft school policies for fundraising, cold weather and dispute resolution. These were considered satisfactory. Les raised one question on the Cold Weather Policy and the clause under Part 1(iv) which reads: *Ensuring students unable to travel to school during cold weather are not penalized academically.*

It was suggested that the clause be clarified or a separate school policy be developed which clarifies or responds to this clause.

v) **Calendar on website:** Joan to contact YESnet to have a school calendar uploaded to the school website.

Joan

vi) **Landscape Plan:** Discussion on a school landscape plan was discussed including obtaining quotes from businesses to develop a multi-stage, multi-year landscape plan for the school. Marj will contact Property Management to see what is required.

Marj

8. Secretary - Treasurer's Report:

Financial:

○ New financial reporting cycle for this year. The cycle for this year only 2009-10 will be April 1, 2009 through to June 30, 2010. Next year and thereafter the financial reporting cycle will be July 1 through to June 30 to better coincide with the actual school year and to ease reporting.

○ School Council Funding Agreement for 2009-10 will be \$7030 (based on 15 months instead of 12 months) due to new reporting cycle this year only.

○ Budget Statement - budget for school year presented to council. It will be amended to include all expenses associated with the overlap with two school years

April-June 2009 and July/09 – June/10) including any expenses and revenue during these two periods. e.g. 2 Family BBQs fundraisers and additional honoraria and stipend.

- Contribution Agreement – to be signed by the Chair today and submitted by Joan to Kelly Collins this week.
- Forms for donating part or all of member honoraria and sec.-treasurer stipend back to council was distributed to members. To be returned to Joan if filled out in order to be submitted to Dept. of Ed.
- Fundraiser matters – School Administration has given permission to use the gym and Marj will book the gym for Sat. Nov. 10, 10 – 3pm and Friday evening for set-up of tables the night before. The city will also need to be notified of the date and time of the even. Any receipts for costs associated with the fundraiser (e.g. making of mosaic cards) need to be submitted.

Council
and
school

9. Sandra Orban, Parent and Colleen Segriff, Parent - Information on Learning Disabilities – Prior to the meeting, Sandra sent the Chair a copy of a paper written and presented by Dr. Linda Siegal of UBC. Also provided was a White Paper prepared by Burke & Associates Inc. presented at World Summit on Learning Disabilities in Lake Louise last year. All council members received copies prior to the meeting. Dr. Siegel presented her paper at the recent *Minds of Gold Conference* held in Whitehorse in September sponsored by the Learning Disabilities Association of Yukon. The literature was explained by Sandra as it applied to children with learning disabilities and how the program is a preventive program which has been applied and tested elsewhere. The information refers to its' potential applicability to all students. Sandra and Colleen spoke about the great programs their children receive at the school and the current challenges. There was also a broad discussion on the Wilson Reading program and other reading programs used for students with or without disabilities and the time recommended for certain reading programs for students with learning challenges such as dyslexia. Council thanked Sandra and Colleen for the literature and their very informative presentations.

The guests departed at 9:30.

10. Continuation of Agenda:

vii) Recycling Program – Paula and Marj looked into a shed or covered walkway for recycling bins. The area selected would be the area to the grade 7 classroom. Marj to look into whether a shed can be attached to the school. Paula to review estimates and consult with Russ Tait at Vanier High School regarding construction of a 10 x 10 ft. shed. Final proposal will be prepared and submitted to the Dept. of Environment for a Recycling Grant.

Paula &
Marj

viii) Bulletin Board – Paula and Marj selected the window area next to the Kindergarten class for new school council bulletin board.

ix) School Travel Planning – Add to agenda for next meeting.

Val

11. SUMMARY UPCOMING EVENTS:

DATE	Event	Location & Time	Information &/or Contact
Oct. 22-24	AYSCBC's Fall School Council Conference (Assoc. of Yukon School Councils, Boards and Committees)	Westmark Hotel Oct. 22 6:30pm, All Day Oct 23 & 24	Carol Coote, Exec. Director of AYSCBC
Nov. 10	School council meeting	7:00 CKES staff room	
Nov.14	Christmas Craft Fair & Fundraiser	CKES school gym 10 am – 3 pm	Paula Stoker 633-2724

11. Next Regular Meeting: Tues. Nov.10 at 7:00 p.m.

12. Adjournment: 9:55 p.m.

Distribution List for Approved Minutes:

Bob Walker, School Council Liaison	School Council Members	CKES School Administration
Penny Prysruk, Superintendent	Sacred Heart Parish	Jane Downing [upload to CKES website]