

**CKES School Council**  
**Approved Meeting Minutes for**  
**Wed. Oct. 13, 2010 7:00 p.m.**  
**CKES Staff Room**

<b>ATTENDANCE</b>	
Valerie Royle, Chair, Council Member	Marj Hlady, Principal
Paula Stoker, Council Member	Gordon Miller, Vice Principal
Monica Lauer, Council Member	Joan Lewis, Secretary-Treasurer
Julie Hopkins, Council Member	<b>Absent:</b> Les Hickey, Council Member
<b>SUBJECT:</b>	<b>ACTIONS</b>
<b>1. Call to Order - 7:0 p.m.</b>	
<b>2. Opening Prayer</b>	
<b>3. Meeting Minutes – Minutes for September 13, 2010 reviewed and amended.</b>  <b>Motion:</b> Moved by Monica Lauer and Seconded by Paula Stoker that amended minutes of Sept. 13, 2010 be approved.	<b>Motion Carried</b>
<b>4. Agenda – Items added to agenda:</b> Appoint New Chair Lead on Committees Staffing Adjustment Committee School Council Conference	
<b>5. Appoint Chair for new term of school council</b> <b>Motion:</b> Moved by Paula Stoker and Seconded by Monica Lauer that Valerie Royle will serve as Chair for CKES School Council for the next two year term.	<b>Motion Carried</b>
<b>6. Chair’s Report:</b> Val provided the following report:  Val indicated that a suggestion was made that the annual meeting held in the Spring for the 3 Catholic Schools, School Councils and CEAY, and the AGM for same group be scheduled in a different way. CEAY was created since the three Catholic Schools and School Councils were meeting annually with the Bishop as part of the Catholic School education system.  Council indicated they would discuss this further at another meeting once members have had time to consider/review it more.	
<b>7. Principal’s Report:</b> Marj presented the following report:  <u>September:</u> <ul style="list-style-type: none"> <li>○ Sept. 13 &amp; 14: Authors Visit – Barbara Reid and Eric Walters</li> <li>○ Sept. 15: Grade 5 Information Meeting</li> <li>○ Sept. 16: Kindergarten Information Meeting</li> <li>○ Sept. 17: Elementary Conference</li> <li>○ Sept. 20: YSIS Report Cards</li> <li>○ Sept. 21: Opening Celebration</li> <li>○ Sept. 23: Earthquake Drill</li> <li>○ Sept. 27: Grade 5’s to Long Ago People’s Place</li> <li>○ Sept. 28: Terry Fox Run</li> <li>○ Sept. 29: Joint Catholic Schools &amp; School Councils AGM</li> <li>○ Sept. 30: AYSA Conference</li> </ul>	

October:

- o Oct. 5: Thanksgiving
- o Oct.6: Catholic Schools' Food Drive

Upcoming in October:

- o Oct. 18: Christmas Celebration Collaboration
- o Oct. 19: Grade 4 Bible Celebration
- o Oct. 20: IEP Reviews
- o Oct. 21: PLC Work & CGC
- o Oct. 25-26: School Photos
- o Oct. 28: - PLC & CGC  
- Flu Shots at CKES

**8. Craft Fair Fundraiser (Saturday, Nov. 13) – Lead: Paula**

- 36 craft tables booked to date.

The following items were verified with Paula:

- Advertising:

Flyer provided by Paula.

- Put up flyers on bulletin boards – All
- Newspapers - advertise under Coming Events & Yukon News Craft Fair List  
- there may be cost for Ad (budgeted expense)

- School Newsletter – insert in School November newsletter – Marj

- Decorations:  
Tree – Paula  
Tree and other decorations – stored in the school last year – Marj  
Foyer table dec's– Joan

- Craft Tables:  
- Volunteers – table pick up (Jack Hulland), deliver and set up and return tables  
Wed. Nov. 10. Time to be confirmed by Paula.

- Names & Labels on Tables – Paula & Val

- Return tables after craft fair - volunteers

- Mosaic Cards- Joan
- Other: - Christmas Music CDs day of craft fair – ALL

**9. Passes for Christmas Celebration**

- The existing capacity of the school gym is 624.
- Two Passes per student as per last meeting.
- Passes will be made by school council.
- Afternoon Session of Christmas Celebration – School will allow this to be open to parents, guardians and any other family member, who may wish to attend the afternoon practice session rather than evening celebration.
- Advertise Christmas Celebration & Passes in newspaper.
- Notice to be put on School Council Bulletin Board
- Send out notice in mid-November and in December
- The limited capacity of the gym & the Actual number of students (320) was discussed

All

Paula

Marj

Paula  
Marj  
Joan

Joan/  
Paula

Paula,Val

Joan/  
Paula

Joan

All

including the challenge to have enough passes for all students.  
Council discussed ways to try ensuring enough passes were available.

#### 10. Secretary-Treasurer Report (Joan)

- **Budget for School Year 2010-11** presented to school council.

- Budget is based on a 12 month reporting cycle
- Budgeted expenses based on previous year.
- Bank account balance (Main) - \$8323.43
- Bank account balance (landscape fund account) - \$4127.84

- **Questions on Budget by Council:**

- How much has council donated to Rainbows to date?

Joan indicated that \$1000 for each of the last two years had been provided to the Rainbows program.

- Will Rainbows be funded through school council again this year?

Val indicated that an Agreement was prepared by Val last year (with assistance from a parent from the school community with legal expertise) and the Agreement was signed by Council (Val as Chair) and Wanda Robbins.

Agreement was then submitted to the department.

- Joan indicated that an Agreement for Rainbows was recommended by the department (Bob Walker).
- Val to consult with Wanda R.

- **Other Item:**

The Yukon Food For Learning Program sent out a request and contest for a new title for their newsletter. A suggestion was submitted on behalf of school council. YFFLP sent council a \$25 gift certificate for groceries for their effort. The contest will close at a later date. A thank you note was sent by email to YFFLP. The title 'Food for Thought' was submitted.

- **Motion:** Moved by Valerie Royle, Seconded by Julies Hopkins that the School Council Budget for 2010-2011 be approved.

#### 11. School Staffing Adjustment Committee

Valerie Royle will be sitting on this committee. A meeting is scheduled for next week.

#### 12. Bulletin Board

- Paula will use the larger bulletin board located at the front door of the school.
- Marj will put information on the Professional Learning Community (PLC) on the bulletin board.

#### 13. School Council Conference - Wed. Oct. 20 at High Country Inn, 7:00 pm

Council members and sec.-treasurer will attend and all be sworn in.

#### 14. School Parking, Drop-Off & Pick-up Areas/Zones Matters

Council discussed parking at the school as well as drop-off and pick-up of students at the school. The recent measures by the school to try resolve safety issues was discussed. Also, the area across the street from the school (at the former CYFN building) is now being used more for parking as well as drop-off and pick-up of children. Some are also using Nisutlin Dr. in front of the school as a parking location as suggested in the school newsletter.

Council still has concerns with the varied and complex issues surrounding safety, parking and traffic at CKES.

Val will prepare a letter to the Mike Woods, Superintendent regarding this matter.

Val

Motion  
Carried

Val

**15. Lead on Committees & Events & Other:**

The following members will act as Lead on the following:

- Policy Review Committee* – Les Hickey
- Bussing Committee* – Julie Hopkins
- Food for Learning* – Julie Hopkins
- Joint Council & CEAY Meeting* – Food – Paula, Julie
- Catholic Education Assoc. of Yukon (CEAY)* – Monica Lauer & Valerie Royle
- Grade 7 Grad Mass* – Julie Hopkins (Paula & Val to assist)
- Family BBQ Fundraiser* - Joan
- Staff Appreciation Lunch* – Paula Stoker
- Fundraiser Event* – Paula Stoker
- Council Website* – Joan
- Bulletin Board* – Paula

Name tags for council members was also discussed.  
Members would wear their names tags at events held at the school.

**16. SUMMARY UPCOMING EVENTS:**

<b>DATE</b>	<b>Event</b>	<b>Time/Location</b>	<b>Lead or Contact</b>
Wed. Oct. 23	School Council Conference	High Country Inn 7:00	Bob Walker, School Council Liaison
Wed. Nov. 10	Pick up Tables at Jack Hlland School	3:30 pm	Paula
Sat. Nov.13/10	Craft Fair fundraiser	CKES gym 10:30/11:00	Paula

**17. Date for Regular School Council Meetings**

Meetings to be held the 1<sup>st</sup> Wednesday of each month.

**18. Next Meeting - Wed. Nov. 3 at 7:00 p.m.**

**19. Adjournment – at 9:08 p.m.**

**Distribution List for Approved Minutes:**

School Council Members	CKES School Administration	Mike Woods, Superintendent
Bob Walker, School Council Liaison	Father Bleackley, Sacred Heart Church	Jane Downing [upload to CKES website]