

CKES School Council

Meeting Minutes

Tuesday, September 8, 2009 7:00 p.m.
CKES Staff Room

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

SUBJECT:	ACTIONS
1. Call to Order by Chair- 7:00 p.m.	
2. Opening Prayer	
3. Approval of Agenda: Additions made and approved by Council.	
4. Approval of these Minutes: Approved as amended by Council on October 13, 2009.	

<p>5. <u>Motions - Resignations of Council members and New Council members:</u> The following motions were made by Valerie Royle, Chair:</p> <ul style="list-style-type: none"> <p>• Motion: That CKES Council thanks Dennis Peters for his year of service to the CKES community and that Council accepts his resignation from his position as council member. Moved by: Paula S., Seconded by: Monica L. CARRIED.</p> <p>• Motion: That CKES Council thanks Diane Hnatiuk for her two years of service to the CKES community and that Council accepts her resignation from his position as council member. Moved by: Monica L., Seconded by: Paula S. CARRIED.</p> <p>• Motion: That CKES Council approves the appointment of Julie Hopkins as CKES Council member, subject to Ministerial approval. Moved by: Paula S., Seconded by: Monica L. CARRIED.</p> <p>• Motion: That CKES Council approves the appointment of Les Hickey as CKES Council member, subject to Ministerial approval. Moved by: Monica L., Seconded by: Paula S. CARRIED.</p> <p>4. Approval of Agenda: Approved, as presented, by Council.</p>	
--	--

5. Approval of Minutes: Meeting minutes from June 3/09 meeting were approved as presented.

MOTION: Moved by Monica, Seconded by Paula – Minutes of June 3, 2009 meeting approved. CARRIED.

6. Business from last Meeting:

- i) Policy review Committee – Les Hickey will represent council on the committee and will review the draft policy and provide comments to council.
- ii) Music Workshop by Robert Lebel – Val indicated the workshop has been postponed.

Les

7. Principal's Report: First report of the school year presented by Marj Hlady.

September:

- o Sept. 9: Grade 1 Meeting
- o Sept. 10: Staff Mass at 4 pm and school council is invited to attend
- o Sept. 11: Staff Retreat and school council is invited to attend
- o Sept. 15: Grade 5 Meeting
- o Sept. 17: Kindergarten Meeting
- o Sept. 17-18 : Administration Conference in Dawson
- o Sept. 18-19: Soccer Tournament
- o Sept. 22: Opening Celebration
- o Sept. 22: School Open House
- o Sept. 23: Terry Fox Run
- o Sept. 24: Learning Disabilities Association of Yukon (LDAY)
- o Fire and Earthquake lockdown drills

October:

- o Oct. 6: Thanksgiving Celebration
- Information on Enrollment: Council asked about student enrollment at the school this year. Marj provided enrollment numbers and also indicated that there were several students that had wished to attend CKES this year but the school had to turn these students away (19 students) because there was not enough space at Christ the King Elementary.
- Marj provided information on the Professional Learning Community which has been developed as part of the school's School Growth Plan. Marj and Judy explained the way that teachers and administration will incorporate PLC time into regular school time including using time when students attend activities at the Canada Games Centre.

8. New Business:

- i) Members on Committees and events: Council members were assigned as the Lead on certain committees and/or to assist with certain events or tasks:

Policy Review Committee – Les Hickey
Food for Learning – Julie Hopkins
Catholic Education Assoc. of Yukon (CEAY) – Monica Lauer & Valerie Royle
Grade 7 Grad Mass – Julie Hopkins
Family BBQ Fundraiser - Les H. & Joan L.
Staff Appreciation Lunch – Paula Stoker
Joint Council & CEAY Meeting – Food – Paula S. & Julie H.
Fundraiser Event – Paula Stoker
Council Website (school council calendar) – Joan L.

- Name tags for council members to wear at events were discussed.

ii) Dates for Events:

- Grade 7 Grad Mass - a suggested date for this year is the week before June 9. A date will be coordinated with Father Jim.
- Family BBQ Fundraiser - May works well. Actual date to be finalized.
- Fundraiser Event (Family Fun Night) – Paula looking into this event and a date.
- Staff Lunch/PD day – Marj/Judy can inform council when the date is known.

iii) Emergency Planning items:

Marj and Val provided council with information on upcoming events.

H1N1 - There will be a staff meeting on Sept. 9 on the H1N1 vaccine.
- A Letter will be sent home with students for parents and guardians.

HPV Information – Valerie indicated that the latest information she heard is that the vaccination program will be administered in November to girls in grade 6. Val will contact Mark C. for any another update, if any.

iv) School supplies – A discussion was held on school supplies and reasons for the amount of school supplies and certain brands of products. Judy explained that certain brands are not of very good quality (such as certain glues, which dry up extremely quickly). Also, most school supplies are used by the end of the year and any unused items are sent home at the end of the year.

A question was raised as to when all school supplies on the list are to brought to school and Judy explained that all school supplies are to be brought to school at the very start of the school year. Marj indicated that the list of school supplies is reviewed and updated by the teachers each year. Marj indicated that an explanation on school supplies can be inserted in the school newsletter in June.

v) Fundraisers – Paula suggested a Family Fun Night in November and will look into this. Paula will lead this fundraiser event.

vi) Katie Shewfelt of CEAY is retiring.

Paula

vii) Council Meetings (Date & Time) – council confirmed that their regular monthly meetings will be held the first Tuesday of each month at 7:30 p.m. in the CKES staff room.

viii) New Appointments:

- a. New Religious Education Coordinator - Mark Connell
- b. New Superintendent of Christ the King Elementary - Penny Prysuk

ix) Landscaping Plan – a plan is needed and quotes will be obtained. Information to be supplied to Dept. of Highways and Public Works.

9. **Secretary- Treasurer Report:**

- Final Budget versus Actual for Last School Year (Sept. 2008 to June, 2009)

- Budget to Actual presented to council.
- Most items fell within or below budget. Food for Learning, which is a program available at the school is funded through school council funds. It was budgeted at \$550 and the actual amount is approx. \$650. Thank you to Julie for doing a great job with Food for Learning.
- Copy of the bank account statement, as of August 1/09, was submitted to council. Account balance was \$7386.77.

- Financial Statement to be submitted to Dept. of Ed.

- School Year 2009-10:

Draft Budget for School Year 2009-10 presented to council. Proposed revised amounts shown in the draft budget as follows:

- Expenses for Family BBQ fundraiser: revise (increase) by \$65 to be in line with actual amounts expended over the last 2 years.
- Office supplies – no expenses in last two years. Hold existing budget amount in case it is required.
- No CEAY funding item: funding goes directly to CEAY now.
- New budget line item: Bank charges. New cheques will need to be ordered this year.
- Council made amendments and a final budget will be presented to council for final approval at the next meeting in October.

- Other Items:

1. On-line Banking has been set-up with RBC for the school council bank account.
2. Personal Information Form for T4's was filled in by members at the meeting.

Joan

3. Joan to attend the workshop for Secretaries and Treasurers of School Councils that is being put on by the Volunteer Yukon (formerly the Yukon Volunteer Bureau) and will provide council with feedback on the workshop at the next meeting.

10 Summary Upcoming Events:

DATE	Event	Location & Time	Information &/or Contact
Sept.29	Joint Catholic Schools & Council AGM	Vanier HS – 7:30pm	Val Royle, Chair CKES SC
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

11 Next Regular Meeting: [Tues. October 13 at 7:30 p.m.](#)

12. Adjournment: - 9:00 p.m.

DISTRIBUTION of 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]