

## CKES School Council

### Meeting Minutes

Tuesday, September 13, 2010 - 7:00 p.m.

CKES Staff Room

#### **Attendance:**

Valerie Royle, Chair, Council Member	Julie Hopkins, Council Member
Paula Stoker, Council Member	Marj Hlady, Principal
Les Hickey, Council Member	Gordon Miller, Vice-Principal
Monica Lauer, Council Member	Joan Lewis, Sec.-Treasurer

#### **Subject:**

1. **Call to Order:** 7:05 pm
2. **Opening Prayer**
3. **Meeting Minutes** – for May, 2010 (no June meeting)  
**Motion:** Moved by Julie Hopkins, Seconded by Les Hickey  
Minutes of May 18, 2010 meeting approved.
4. **Agenda** – items added to agenda

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5. **Chair's Report:** Val provided the following report:

School renovations - a letter will be sent to Property Management on behalf of council regarding the renovations at the school including mention of the process involved to complete them.

CEAY (Catholic Education Association of Yukon) - Val also provided an update.

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

#### August:

- o August 30: Opening Prayer

#### September:

- o Sept. 2: Staff Mass
- o Sept. 3: Catholic Schools Retreat
- o Sept. 8: Grade 1 Information Night
- o Sept. 10: Grade 7 Soccer Day
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#### Upcoming in September:

- o Sept. 15: Grade 5 Information Night
- o Sept. 16: Kindergarten Information night
- o Sept. 17: Elementary Conference

#### **ACTION:**

**Motion  
Carried**

- Sept. 20: YS1S Report Card Training
- Sept. 21: Opening Celebration
- Sept. 23: Open House
- Sept. 28: Terry Fox Run
- Sept. 29: Joint Catholic Schools & School Councils AGM
- Sept. 30. – Oct. 1: AYSA Conference

Other Items:

- Christmas Celebration

Marj raised the matter of seating capacity for this year's Christmas Celebration which was discussed with council last year. For reasons of safety, the school gym can only accommodate a certain number of seats/people.

*Marj will find out the actual capacity of the school gym.*

**Marj**

**7. Passes for Christmas Celebration**

Council and administration discussed ways to accommodate the number of people who may wish to attend the Christmas Celebration which is to be held in the school gym. Passes were determined to be the best way to manage the number of people attending.

Ways in which passes could be issued and the number of passes for each student were reviewed and determined as follows:

Passes:

- 2 Passes per child/student
- Passes will be available December 1.
- Parents & guardians will be asked to return any unused passes so that other may use them.

Information to Parents & Guardians Regarding Passes for the Christmas Celebration:

Parents & guardians will be notified on the above through the School Newsletters (in Oct. and Nov.), the School website, and a school council newsletter insert.

**Marj  
And  
Council**

**8. Secretary-Treasurer Report (Joan)**

**Budget Statements presented:**

- Budget to Actual for School Year 2009-10 (up to end of June, 2010) – There was no regular meeting held in June. A copy of the Budget-to-Actual was provided to council showing the budget statement up to the end of the last school year from the regular budget and the Special Project (Landscaping).
- Financial Statement 2009-10 – The completed Financial Statement (15 month) was submitted to Finance of the Dept. of Education in August. Finance indicated that the statement was all in order and was being reviewed by Bob Walker, School Council Liaison.

<ul style="list-style-type: none"> <li>• Budget to Actual for 2010-11 New school year (12 month reporting cycle) - Draft Budget provided to council. The new budget will be based on a 12 month reporting cycle (July 1/10 through to June 30/11).</li> </ul> <p>Specific items:</p> <ul style="list-style-type: none"> <li>- Food for Learning – Yukon Food For Learning Program accepted council’s application and their funding request. The amount of \$715 was approved by YFFLP and sent to council. The cheque was received and deposited.</li> </ul> <p>Val indicated that the draft budget for this year will be reviewed by the new council after closing of school council nominations and any school council election if required.</p> <p><b>9. Elections for School Council:</b></p> <ul style="list-style-type: none"> <li>- All nomination forms for school council must be submitted by September 23. Elections for school council will be held on Oct. 23, where needed. If there are more individuals being nominated than there are seats on school council, then there will be an election. If there are a sufficient number of nominees for school council, then an election will not be needed and these individuals will be acclaimed as members of school council.</li> <li>- Announcement of members of School Council will be made in Church news bulletins.</li> </ul> <p><b>10. AGM for Joint Catholic School Councils &amp; Catholic Schools</b></p> <p>To be held Wed. Sept. 29. and hosted by Vanier Secondary School Council.</p> <p>Val to email council chairs for highlights to report.</p> <p>Mike Woods has returned as Superintendent for CKES, Vanier and Holy Family (all 3 Catholic Schools). Minutes for the last AGM will be sent out to school councils prior to the meeting.</p> <p><b>11. Craft Fair (Sat. Nov. 13) – Paula provided the following information:</b></p> <p><b>Tables:</b></p> <ul style="list-style-type: none"> <li>- Tabled need to be picked up at Jack Hulland Elementary school on Wed. Nov. 10 after school.</li> <li>- Volunteers needed to pick up and deliver tables to CKES and to set them up.</li> <li>- Marj will cancel youth groups for Wed. &amp; Thursday of that week.</li> </ul> <p><b>Fundraisers:</b></p> <ul style="list-style-type: none"> <li>- No photos with Santa this year.</li> <li>- Will have a table of donated items and have raffle passes as a fundraiser.</li> <li>- Grade 7 will have the canteen for their own fundraiser.</li> <li>- Sale of CKES Mosaic Cards was discussed</li> </ul>	<p><b>Val</b></p> <p><b>Val</b></p> <p><b>Paula and All</b></p> <p><b>Marj</b></p>
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**12. Concern raised by parishioner**

Council received a concern from a parishioner regarding YTA's support for protection of the Peel River Watershed made at a YTA meeting. Since school council does not have the mandate to deal with issues of this nature, Val will prepare a response to the parishioner indicating as such.

**Val**

**13. Capital Matters**

- Recycling Shed Report (Paula)

Paula has receipts for construction of the shed and will submit them. Paula also suggested that information on the new recycling shed should be placed in school newsletter along with a photo.

Marj will send a Thank you note to Russ Tait as well.

**Marj**

- Bulletin Board – use of old bulletin board by school council was requested.
- Environment Grant (Paula) – council and administration discussed any needs at the school and determined that an application for a grant for this year will not be submitted this year.

**14. HPV** – Marj indicated that letters went home with girls in grades 6 & 7 and that permission must be provided by parents or guardians to receive the vaccine. Inoculation for HPV will be Sept. 27 for girls in Grades 6 & 7.

**15. SUMMARY UPCOMING EVENTS:**

DATE	Event	Time/Location	Lead or Contact
Wed. Sept.29	AGM	Vanier @ 7:00	
Wed. Nov. 10	Pick up Tables at Jack Hulland School	3:30 pm	Paula
Sat. Nov.13/10	Craft Fair fundraiser	CKES gym 10:30/11:00	Paula

**16. Next Regular Meeting - Wed. Oct. 13 at 7:00 p.m.**

- Next regular meeting will be Wed. Oct. 13.
- Standard date for regular school council meetings will be set at the next meeting or after school council elections.

**16. Adjournment – at 8:15 p.m.**

**Distribution List for Approved Minutes:**

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