

**Good Shepherd Catholic Elementary School**  
**Catholic School Council Meeting Minutes**  
**Monday, January 10, 2011**  
**7:00pm**

**In Attendance**

Tim Kellar, Gerard van den Wildenberg, Virginia Marini, Nora de Mello, Tracey Fyfe, Brent Madore, Heather Howard, Pat McNeil, Diane McGill, Rhonda Daley, Karen Sullivan, Jennifer Sherlock, Melissa Whitefield

**Regrets**

Sandra Cagan, Tammy Shiel, Shawna Shiel, Nicole O'Sullivan

**1. Opening Prayer**

Virginia Marini

**2. Approval of Agenda**

motion: Pat McNeil                      second: Tracey Fyfe                      carried: YES

**3. Approval of Minutes**

motion: Brent Madore                      second: Rhonda Daley                      carried: YES

**4. Business Arising from Minutes:**

a) Tim mentioned that he has deferred inviting school trustees to this meeting to give them an opportunity to get better acquainted with their posts. Suggestion to be revisited at a future meeting.

b) With regard to the Parent Lending Library that was discussed at the last meeting, it was suggested that we need a committee to get this library started. A wide variety of resource materials will be needed. It was recommended that a handout could be sent home to parents asking for topic suggestions but Virginia and Gerard remarked that the teachers can also be a great resource as they know many families and a variety of needs that exist in our school. An initial committee was formed with Gerard, Tim, Heather, Rhonda and Nora. Council recommended that once the library is complete, the list should be added to the school's website for parents to access.

**5. Treasurer's Report**

a) Nora mentions that there is not much to report this time around. The transfers that were spoken about at the last meeting have been completed and some additional funds have come into the QSP account (online orders continue).

b) There was a recommendation to close the Power Hour account (2036) since Council had decided some time ago that the school would not be doing this fund raiser again. Initial motion was presented, seconded and carried.

**6. Principal/Vice-Principal Report**

a) Virginia showed the members of Council the new Catholic Virtues calendars that will be going home to all families in the next week or two. The perpetual calendar can be used at home

to complement the Catholic education and monthly virtues that the school and board are enforcing.

b) Virginia put forward a motion to Council asking whether some of the funds currently located in the Good and Welfare account could be used to help some families with the payment for the grade 8 year end trip. It was explained that each year the grade 8 students go away for 2-3 days as part of their final months at Good Shepherd. There are currently three families that she knows are having troubles meeting these costs and is requesting \$1200 (which may not all be used and some could come back to Council). After lengthy discussion, Virginia's motion was passed and carried by the group. As a second part of this motion, Nora came forth to motion that the required funds (\$1200) be transferred from the Fundraising account. Again, the motion is carried by the group.

c) Traffic before and after school continues to be a problem in both the large and small parking lots. Virginia has requested that all teachers park in the larger lot to leave the smaller one clear. She says that although the mornings seem to be improving, the afternoons are getting worse. She would like parent volunteers to help out after school at the crosswalk as she cannot be out there every day. She will also be creating a brochure to send home to all families that will clearly identify traffic directions and rules in both lots. Suggestions from Council regarding content/layout would be appreciated.

d) Gerard started off his report by mentioning that Kim has been working extremely hard on our school website but that now we wait for the board's I.T. department regarding the official upload.

e) He also mentioned that he is part of a collective run by Dr. John Ross from Trent University that is being conducted in four elementary schools in the area. This is an in-depth study into the learning process where he and other teachers get to teach, analyze the learning with the students and then offer feedback.

f) He is also involved in a Student Work Study Initiative (SWSI) with some grade 2 and 3 classes at Good Shepherd. The study is following level 2 children and watching their work and how they learn.

## 7. **Committee Reports**

a) Chair/Co-Chair - Tim recommended that given the short time frame, Council should re-visit the annual Teacher's Awards next November and to carry forward the item to that time.

b) Teacher Representative - absent

c) Community Representative - Brent had emailed his report to Council members in advance but wanted to point again to the Knights of Columbus Camp Northern Lights. The wilderness camp is for children aged 9-13 who wouldn't normally be able to attend camp and other members interject that it is extremely worthwhile and well run. On January 29/30, envelopes will be passed around at the church for this collection.

d) Jennifer also wanted to mention that the GM Centre will be hosting the Capital One grand slam curling event towards the end of this month and that it's always a great time.

e) Student Representative - absent

f) Fundraising Representative - absent but Tim did have information from Tammy stating that in an email she received from QSP, they indicated that sales were down this year right across the country. Our profit for the 2010 fundraiser is currently \$11,047.32 and Tuesday, October 4 has been set as next year's kick-off. Melissa interjected at this point to say that she sells Epicure Selections and that they have a fundraising option that may benefit the school. She will speak to Tammy directly regarding details.

g) Allergy Awareness Representative - nothing to report.

- h) Parish Representative - Heather sent her Parish Report to council members via email but asked us to focus on the seniors at Kingsway Homes who need aid while their elevator is being fixed. She also reminded the Council that the sacrament preparation day is coming up in January
- i) OAPCE Representative - No update as a contact has still not been reached. Gerard will follow up.
- j) Environment Representative - absent
- k) Melissa Whitefield who is attending the meeting for the first time, proposed a question to Virginia and Gerard regarding the cold weather policy at the school. Virginia responded that the guideline they use is that when the windchill is below -20C, they keep the children inside. When the windchill is between -15C and -20C, they will let the children outside for the morning and afternoon recesses and for 15 minutes during the lunch break. Virginia further mentions that this is not an exact science but that she tries to make decisions as a parent would. She acknowledges that sometimes on the -15C days, she will keep the kindergarten children in the gym. All students need to be sent to school prepared to be going outdoors. Since last month's fire drill, the school has purchased some extra shoes for children and Heather suggested that the Catholic Women's Council would probably donate some extra hats and mittens or shoes also.

**8. Agenda Items for Next Meeting**

**9. Next Meeting Date**

Confirmed for Monday, February 7, 2011 at 7pm.

**10. Closing Prayer**

Virginia Marini