

**Good Shepherd Catholic Elementary School**  
**Catholic School Council Meeting Minutes**  
**Monday, June 13, 2011**  
**7:00pm**

**In Attendance**

Gerard van den Wildenberg, Tim Kellar, Virginia Marini, Jennifer Sherlock, Nora Tyll, Tracey Fyfe, Heather Howard, Pat McNeil, Tammy Shiel, Shawna Shiel, Karen Sullivan, Sandra Cagan, Rhonda Daley, Nicole O'Sullivan, Nicholle Stanisz

**Regrets**

Diane McGill, Ray McGill, Brent Madore, Jacqueline Muccio

**1. Opening Prayer**

Virginia Marini and Council (Reflection)

**2. Approval of Agenda**

motion: Pat McNeil                      second: Nicole O'Sullivan      carried: YES

**3. Approval of Minutes**

motion: Rhonda Daley                      second: Nora Tyll                      carried: YES

**4. Business Arising from Minutes**

none.

**5. Treasurer's Report**

a) Nora informed Council that the Bussings (Excursions/Class Trips) account had monies used since the last meeting as was expected with many year-end trips. She further referenced the transfers that were approved at the last meeting, and told Council that all had been completed. Gerard will follow up with administrative staff regarding the creation of a Grade 8 Graduation account. Tim asked if it was possible for Nora to give administrative staff a synopsis of financial motions that were decided upon at Council meetings so that they don't have to wait for minutes. Having said that, it was acknowledged that the minutes of the meeting are needed prior to actually making the transfers.

b) Nora pointed out that the teachers have still not used all of the funds that were allocated to them at the beginning of the school year. Nicole suggested that she will put out a note to remind them to submit any receipts if they have any.

c) Gerard brings up the fact that Mrs. Evans has ordered books for what will become the Parent Lending Library. Council had approved the spending of \$1000 from the Parent Involvement grant and the actual invoice came to \$999.74. The school has already paid the bill so Nora recommends that we transfer funds from the Parent Involvement account (#2010) to reimburse the school.

**motion: Nora Tyll                      second: Sandra Cagan                      carried: YES**

Gerard adds that because of one additional book that will be delivered, there is an additional cost of \$5.45 which the school will pay. Nora interjects that Council should cover this cost and motions that we transfer the \$5.45 from Magazine Fundraiser (#2030) and pay back to the school also.

**motion: Nora Tyll                      second: Tammy Shiel                      carried: YES**

d) Nora asks Tim and Gerard about the monies put aside for the sun shelter. Council has kept these funds in the Environment Club (#2012) for two years now and she wonders if it could have ended up being paid from the school capital account? Gerard has requested information in the past but will get another update.

e) As a follow up to our Parent Engagement Movie Night and Reception on Thursday, June 8, payment needs to be made to reimburse receipts. Nora makes the motion to transfer \$350 from the BBQ (#2023) account to the PRO Grant (#2005) account and reimburse receipts from that account.

**motion: Nora Tyll                      second: Sandra Cagan                      carried: YES**

f) Nora mentions that there will be some money left in the PRO Grant account after the Movie Night receipts are paid and she asks Virginia to look into the Ministry guidelines as to whether we could spend the money left on more books for the Lending Library. Virginia will investigate but in the meantime, Nora asks council to approve the motion to spend monies left in the PRO Grant account (after paying for the Movie Night) on these books.

**motion: Nora Tyll                      second: Karen Sullivan                      carried: YES**

g) Tim asks if we have met all goals with regard to spending priorities? Nora says that there is an outstanding amount of \$500 that was approved to spend on new gym equipment. Gerard says that he is planning on making that purchase in August and Nora recommends making the transfer into the proper account now so that he can pay the invoice from the correct account in August. She recommends transferring \$467.50 from Pizza (#2027) into Games and Activities (#2011).

**motion: Nora Tyll                      second: Tracey Fyfe                      carried: YES**

h) Tim thanks Nora for her work this year and reminds Council members that as of September, we will have a blank slate. Depending what information comes back regarding the sun shelter, we may have money left. He mentioned that at the Movie Night, Mrs. Evans expressed much interest in having a Smart Board for the library. Gerard says that as soon as the classrooms are stocked, the intention is to move one of the portable Smart Boards to a permanent position in the library. It is suggested that someone investigate as to whether libraries receive different grants than the rest of the school?

i) Motion to accept Treasurer's Report:

**motion: Nora Tyll                      second: Pat McNeil                      carried: YES**

## **6. Vice-Principal Report**

a) Since Virginia will be moving on from Good Shepherd to become principal of a school in Campellford, she wanted to thank the members of Council for their support throughout her time here. She has learned much from our school and has thoroughly enjoyed every moment.

## **7. Committee Reports**

a) Chair/Co-Chair - Tim and Jennifer wished to thank Council for supporting them both in their positions this year and for taking the time to be a member of Council for this school year.

b) Teacher Representative - Nicole put forth a questionnaire to teachers (as per our discussion at the last meeting) regarding the concept of nutrition bins in the classrooms. The vote was split fifty/fifty but she discovered that many teachers supply their own "snack drawers" for occasions when children don't have enough food or forget their lunch. Teachers who were opposed wanted to find out more about what sort of food would be provided and who would be managing the supplies. Council suggested starting out with only non-perishables (granola bars, apple sauce) but that we should add the topic to the agenda for the first meeting of the 2011/12 school year.

c) Community Representative - Brent was absent but had emailed his report to Council members in advance.

- d) Student Representative - Shawna commented that there had been a lot going on at the school this past month and that things continue to be busy right up until the final week. First Communion for grade 2 students took place in May, grade 5 students were involved in the Race Against Drugs and there was a Movie Night/Parent Reception last night in the gym and library. The grade 8 students are away next week for their trip to Ottawa, they have their Graduation mass on June 21 followed by a barbeque and then their official Graduation ceremony and party is on June 23. Virginia commented that the Grade 8 leadership component has been a great success this year and she has some staff members who are interested in continuing the program with the new Grade 8 students in the fall.
- e) Fundraising Representative - Tammy reported to Council that profits from this year's magazine fundraiser totaled \$11,200. She is already gearing up towards next year's kickoff on October 4 and she and Sandra are looking into communicating differently with parents as they are finding that they have more follow-up with each sale than they should have.
- f) Allergy Awareness Representative - Nothing new to report but wanted to mention that to her knowledge, no epi-pens were used on site during this school year.
- g) Parish Representative - Heather's parish report was sent to Council members earlier in the week.
- h) OAPCE Representative - Once again, Pat has received no official communication.
- i) Environment Representative - absent

## **8. Principal's Report**

- a) Gerard started by offering a sincere thank you to Virginia for all of her help this school year. He mentioned that he enjoyed meeting parents on Movie Night and enjoyed having the opportunity to show off our Smart Boards first hand. Together with a grade 6 student, he highlighted a blog that Mrs. Minnie's class has created and showed the overall potential of educating with Smart Boards in the classroom.
- b) To expand upon information from the last meeting, the Board has a new initiative known as the Catholic Parent Engagement Committee which will be effective during the 2011/12 school year. Gerard mentions that this might be the ideal committee for parents who are looking to get involved in a greater way. The Committee will be divided by Family of Schools (six secondary schools and their feeder schools). There will be two parent representatives (one with a single year term, one with a two-year term) elected from Good Shepherd and there is a two-year term for the P.V.N.C. Regional Director on the Ontario Association for Catholic Parents in Education (O.A.P.C.E.). Information will be sent to principals in August regarding the election process and an insert will be provided for school newsletters.
- c) Lastly, Gerard wanted to thank Council members again for a wonderful year.

## **9. Agenda Items for Next Meeting**

- a) Continue our discussion on Nutrition Bins in the classroom.
- b) Consider idea of Good Shepherd Lego Club (brought up at this meeting).
- c) Consider idea of creating a Communications Committee regarding different methods and approaches of getting school information to parents and families.

## **10. Next Meeting Date**

Suggested for Monday, September 19, 2011 at 7pm with some Council members to attend school curriculum night once date is set.

## **11. Closing Prayer**

Virginia Marini