

Good Shepherd Catholic Elementary School
Catholic School Council Meeting Minutes
Monday, November 1, 2010
7:00pm

In Attendance

Tim Kellar, Gerard van den Wildenberg, Virginia Marini, Jennifer Sherlock, Nora DeMello, Tracey Fyfe, Sandra Cagan, Tammy Shiel, Shawna Shiel, Brent Madore, Heather Howard, Pat McNeil, Ray McGill, Jacqueline Muccio, Rhonda Daley, Karen Sullivan, Nicole O'Sullivan, Honey Richards, Karen Shepley

Absent

Nicholle Stanisz

1. Opening Prayer

Gerard van den Wildenberg:

Jennifer Sherlock:

2. Approval of Minutes

motion: Nora deMello second: Brent Madore carried: YES

3. Approval of Agenda

motion: Sandra Cagan second: Heather Howard carried: YES

4. Business Arising from Minutes:

a) Snow Removal. Gerard mentioned that he made an inquiry regarding finding out whether the school was responsible for clearing the sidewalks surrounding the school or whether it was the Municipality's responsibility. The sidewalks are the school's responsibility and he will encourage the custodians to attempt to keep on top of the clearing. He has put in a request to the company that clears the parking lot to clear sidewalks also.

b) Meeting Dates. At the last meeting, the Council meetings were changed to the last Monday of the month but this has proven to be a conflict for a few members of Council. Jennifer suggested the second Monday of each month as this would still allow us time to hold a meeting in December. The formal motion was put forth by Tammy Shiel, seconded by Sandra Cagan and the motion is carried. The next meetings are now scheduled for Monday, December 13 and Monday, January 10.

c) Crossing Guard. Brent met with Dianne Ferlund from the Municipality of Clarington to review whether the traffic and pedestrian situation on Farmington (at Wilkins) warrants the assignment of a formal crosswalk. In past years the review has said that we are not eligible but concerned parents and the Council members wanted this re-visited. During the observation, Dianne and her boss, Ron Baker noticed that yellow lines had been painted on Farmington and that this had not been done by the Municipality. By way of follow up, Brent informed them that we are assuming this was done by concerned parents or neighborhood residents. Prior to ending the meeting, Brent was told that there is probably not enough traffic at Wilkins to warrant a crosswalk but that they will look into additional signage and into the possibility of needing a crosswalk on Avondale Drive at Farmington. Council will continue to make this issue a priority and Gerard has promised to go over safety issues with students and parents at every available opportunity.

5. **Treasurer's Report**

- a) Since the last meeting, all approved transfers have been completed and there are now no negative balances and it is to be noted that the Magazine Fundraiser and Pizza Day accounts have increased since our last meeting. Of the money raised with the QVC fundraiser, approximately \$10,000 has already been allocated.
- b) There is still a question as to why the school still owes money for the sun shelter as the funds are still sitting in the Environment account.
- c) Karen suggests that the Allergy Awareness Committee could use their funds immediately as the teachers' treasure boxes have to be replenished. Nora made the formal motion to do so and the motion was seconded by Jacqueline. Motion carried and \$500 will be transferred to Allergy Awareness.
- d) Spending Priorities Meeting and Report. Nora handed out hard copies of the Spending Priorities Proposal 2010-11 School Year and noted that the order of priority was based on how urgent the need was (i.e. Allergy Awareness Committee is first on the list). Nora wanted to speak towards the Teacher's Petty Cash amount which she has reduced from \$100 last year to \$50 this year. She mentioned that last year, many teachers did not utilize any of the monies available to them and she would rather not tie up funds in an account that will not be used. She stresses that the \$50 could be subject to review at any time and certainly teacher's could come forth to Gerard with specific projects that would require more money. Nicole O'Sullivan says that she will ask various teachers if they used last year's money and if they didn't, what the rationale was.
- e) Honey Richards asked about money that would be put towards school trips this year as she had heard that the Grade 1 students would not be going on any trips this school year. Virginia says that she is not aware of any such decision and Nora adds that maybe the teacher's were waiting to find out the amount of their subsidies this year. Gerard mentions that he also requested that teacher's be aware of financial burdens on parents in these economic times. Tim mentions that perhaps Honey could follow up with Gerard and Virginia outside of these meetings regarding specifics surrounding school trips.
- f) Nora puts out a motion to pass Spending Priorities Proposal and the motion is seconded by Sandra. Motion carried.

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

- a) Gerard would like to start off his report by thanking Heather for organizing the series of masses at St. Therese last weekend. He would also very much like to thank Tammy and Sandra for their continued outstanding work on the QVC Fundraiser.
- b) We are having problems with our Student Management Software. Essentially, the Board is moving towards an all-encompassing database (which is currently in existence at the high school level). We currently use separate systems to record student progress and to house administrative items such as attendance, medical notes, family information etc. This software allows all information on a student to be kept in the same location. The company that we use (Maplewood) is not quite ready to roll out the software and as a result, our Student Progress Reports will be late this term and will not be ready until December 7.
- c) Virginia handed out hard copies of a new Student Leadership booklet that is being utilized by our grade 8 students. Teachers and Administrators wanted to find a way to include all students in a variety of leadership roles and as such, have created Leadership Teams. Each team will be responsible for organizing an event during this school year. In response to Heather's question regarding what avenues are there for Leadership Roles at the school, Virginia cited Student Council, Food Drives, Recycling, Sheep Shop and the Mass Team for

school masses. Ray suggested that it might be valuable to capture all of the planning information that the grade 8 teams are collecting. These binders might be a good starting point for teams next year and each year, teams would be encouraged to improve upon the planning process.

7. Committee Reports

- a) Chair/Co-Chair - nothing to report.
- b) Teacher Representative - The most recent P.A. day was a System Learning Day that was held between Good Shepherd and Holy Trinity. She commented that the teachers were very happy with the variety and quality of workshops that were made available to them. There were 90 workshops in all and teachers and educational assistants could choose the ones that they were most interested in.
- c) Community Representative - Brent wanted to mention the upcoming Christmas parades (Toronto, Ajax, Oshawa and Bowmanville) as well as the Bazaar taking place this weekend at St. Therese and the Durham Youth Holiday Train on November 30. Brent will send out a more detailed Community Report prior to the next meeting.
- d) Student Representative - Shawna Shiel was present to discuss Student Council. She says that this year's council is comprised of twelve grade 8 students and three grade 7 students. To revisit Virginia's topic of Student Leadership, Shawna mentioned that her Leadership Group will be responsible for the Valentine's Day dance.
- e) Fundraising Representative - Tammy started off by saying that while we didn't make as much money as last year, the QVC Magazine fundraiser was a resounding success. As of today, the grand total in sales is \$19,649 with approximately \$11,000 in profit. There are many prizes left over from the fundraiser so Tammy, Virginia and Gerard will hand these out at the student assembly tomorrow morning. Tammy would like to thank Sandra and Judy Nicholls along with many of the grade 8 students who made this year's fundraiser a success. Jacqueline took the opportunity to inquire about other forms of fundraising as she had heard of one that we might be able to use. The suggestion was made for her to find out more information on the topic and bring it back to Council.
- f) Allergy Awareness Representative - Karen thanked everyone for approving the motion to transfer money for the treasure chests. She also mentioned that she missed getting her blurb into last month's newsletter. She will follow up regarding timing for the next newsletter.
- g) Parish Representative - Heather wanted to thank all who were involved with the past weekend's Youth Masses at St. Therese. She says that we did not have a very good response (30 student volunteers) but that the students who did come out were exceptional to work with and that they made it work. With regard to the recent First Sacraments meeting held at the church, parents were asking Heather as to why there was no attendance from any teachers at Good Shepherd? She said that she would pass along the inquiry. Heather mentioned that there would be a Youth Pizza party taking place in the parish hall on November 8 and that the Parish Giving Tree would go up on November 27. She further mentioned that the C.W.C meeting representatives were more than happy to help out at our school with t-shirts etc. for teams and/or leadership.
- h) OAPCE Representative - No update as a contact has still not been reached. Tim mentions that Linda Burnett will be in contact shortly.
- i) Environment Representative - absent

8. Agenda Items for Next Meeting

9. Next Meeting Date

Confirmed for Monday, December 13, 2010 at 7pm.

- 10. Closing Prayer**
Gerard.