



ST. MARY'S CATHOLIC SCHOOL, LISTOWEL



CSAC Minutes October 8, 2025 - 6 PM

There must be a minimum of 5 parents/council members (Chair, Vice Chair (or Co-Chairs), Treasurer, Secretary and the chair or delegate from each committee and sub-committee) present in order for voting to be able to take place.

1. **Welcome and Prayer:** 6:00 pm

Catholic School Advisory Council Prayer

God, the source of every good gift,

Grant us Your Spirit to guide us in our responsibilities as a School Council.

May we work together in harmony for the common good;

May we listen to one another in a spirit of genuine respect;

May we encourage and reverence one another's unique talents;

May we use the gifts of the Spirit in creative Christian leadership;

May we approach our decision-making through discernment and prayer;

May we respond effectively to the needs of the children in our care.

God of Love, May Your blessings radiate from us to others as we strive to do Your will, We ask this through Jesus Christ, the Light of the World. Amen.

2. **Call to Order & Recording of Attendance:** 6:05 pm

Invitee Name	Role	Attendance
Alyssa Fries		
Lauren Hayward		
Celeste-Marie Claxton		
Anne-Marie Martinez		
Julie Murtha		
Lauren Hayward		
Eline Terpstra		
Brianna Schlegel		
Tara Cullen		

Sonia Viridi		
Brianne Heffernan		
Nadia Goubault		
Milan Schnock		
Sara Franco		
Anne-Marie Martinez		
Rachel Carter		
Crystal Cullen		
Amelia Schaus		

3. **Approval of Agenda** 6:10 pm

1st - Brianna Schlegel

2nd - Anne-Marie Martinez

4. **Approval of Minutes from previous meeting** 6:15 pm

1st - Brianne Heffernan

2nd - Alyssa Fries

5. **Nominations for CSAC Executive**

Chair - Alyssa Fries

Secretary - Lauren Hayward

Treasurer - Tara Cullen

Safe & Healthy Schools - Julie Murtha/Sonia Viridi/Brianne Heffernan

Fundraising - Brianne Heffernan/Nadia Goubault/Milan Schnock/Sara Franco/Celeste-Marie Claxton

Parish Representative - Eline Terpstra

CPIC Representative - Brianna Schlegel

6. **Treasurer's Financial Report & Approval of Financial Report** ~ 6:20 pm

1st - Brianna Schlegel

2nd - Ann-Marie Martinez

7. **Principal's Report & Business Arising from Report** 6:25 pm

- Classroom Updates

We have 391 students.

17 classrooms.

15 English

2 French Immersion

To support the requirement for a board-wide average of 24.5 students in Grades 4-8 across the district, (which includes all classes with students in these grades, so 3/4 is part of the equation), students were reassigned as follows:

Ms. Hesch - Moved 4 Grade 4's to Leyser (3/4)

Mr. Leyser - Moved 6 Grade 3's to Kelly/Haag (3)

Mrs. Kelly/Mrs. Haag - Moved 6 Grade 2's to Rachel Klaver (1/2)

Klaver - Moved 3 Grade 1's to Buchanan/Fischer (1)

All students were moved into their new classrooms on Monday, September 15.

- **Staff Updates** - [See the 2025-2026 Staff Directory](#)

- **Parish News:**

Father Joseph is our new parish priest at St. Joseph.

We have established a schedule for masses and celebrations. For the sacraments, Father Joseph wants us to join Sacred Heart. We will be in Wingham at Sacred Heart for First Reconciliation in November. First Communion will be held at St. Joseph. [See the Mass and Celebration Schedule for details.](#)

All school masses will be held at the Church.

Father Joseph will be visiting the school on a regular basis.

- **Academics**

Academics are well under way - Literacy, and Math, and French resource teachers have already been in to support our teachers. Diagnostic assessments have been completed in Literacy for Primary students.

We have teachers in Grades 5/6 and 7/8 who are working in a rotary capacity.

Grade 1/2 and Grade 2 are also working collaboratively to support the mathematics learning in those classrooms.

We are awaiting EQAO results for 2024-2025.

Pavilion:

Van Herk construction completed the pavilion just in the nick of time.

The total cost of the pavilion was \$45 113.73

Donations raised \$32 900.09

They were over by 12 213.64

Asking CSAC to contribute \$8000.

SGF will donate the rest.

We will need to put forth a motion tonight to approve payment of the overage.

- **Construction:**

Construction on the new building addition has begun.

As a result of the construction, we have to move the gaga pits, the tether balls and a soccer goal post.

We are proposing moving the gaga pits to the baseball field. Its current location is not ideal - not safe as students hit into the yard where students are playing.

I have started to look into the cost associated with moving the backstop to the far field positioned south-east corner.

Considerations for moving the Baseball Diamond:

Looks as though horizontal pipes and vertical posts are bolted connections and not welded.

Do we have a parent who is a welder who can look at the backstop and determine if all the connecting pieces/joints can be welded, so that, as it's being raised out of the ground, it doesn't fall apart but rather stays in one piece. (having a few additional 1.5" round pipe welded in diagonal directions into the backstop will reinforce it and help keep it rigid and from falling apart.....a good welder will know what he'll need to do to make this work).

Secondly, do we have a parent or community connection to dig around the posts at ground level to determine if the posts are concreted into the ground, or simply filled in with dirt.

If we can find someone who will weld the joints, and if it's determined the posts are simply filled in with dirt, then lifting the existing backstop is easy (easier)

Thirdly, do we have a parent or community connection who has a backhoe or skid steer (bobcat) and a few volunteers to gradually and carefully lift it out of the ground and transport it over to the newly pre-dug waiting hole locations and drop it into place.

We would also like to investigate the possibility of creating a sports pad that could be used for basketball/pickleball on the field. We are hoping that some of the fundraising is directed to these projects for our students.

- **Fundraising**

We can have 2 school-wide fundraisers. Colleen has looked into Anna-Mae's for Christmas. We talked about requesting donations. Discussions re: fundraising will continue at our next meeting.

- **Open House:**

Was held on September 17 - very well attended.

- **Progress Reports:**

This Friday, we will have a Professional Development Day dedicated to faith development and progress report writing.

Progress reports will go home on October 30.

Parent-Teacher Interviews will be held on Thursday, November 6.

- **Terry Fox:**

Our school community raised \$2740 - a group of students contributed their earnings from a bake sale (over \$900) to push us over our goal of \$2100.

- **Extra curricular activities**

Junior and Senior soccer tournaments were fun and successful. These are great opportunities for our students. Lucky to have our teacher coaches who are dedicated to supporting our students.

Cross country will be held at St. Anne's on October 15.

Senior Boys and Girls Volleyball will be held on November 19.

Occupational Therapists:

Letter was shared with parent community in WAAG - October 3. The Thames Valley Children's Centre (TVCC) is excited to share that occupational therapists (OTs) will be working with our school to provide Universal Services within the classroom setting this school year.

8. **Other Business:** 6:35 pm

Motion to approve the additional \$8000 for the pavilion construction.

1st - Brianna Schlegel

2nd - Tara Cullen

9. **Closing Prayer: Our Father**

10. **Next Meeting:** Alyssa Fries to reach out with the date of the next meeting

11. **Meeting Adjourned**

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