



ST. MARY'S CATHOLIC SCHOOL, LISTOWEL



St. Mary's Listowel CSAC Meeting Minutes

Meeting Date: Wednesday November 17, 2020 7pm via Microsoft Teams

In Attendance: Jane Hartin, Jennifer McGrath, Vicki Dietrich, Tanya Terpstra, Julie Swenson, Brenda Dumond-Novotny, Tammy Fischer, Julie Murtha, Ashley VandenHoven

Regrets: Stacey MacLeod & Sam Bajtos

Welcome Prayer – led by Jane Hartin

Meeting was called to order by Jane Hartin.
Attendance was taken by Brenda Dumond-Novotny

Approval of Agenda:

Council was asked to approve the Catholic School Advisory Council's November 17, 2020 meeting agenda. Brenda Dumond- Novotny made the motion to approve the agenda and Ashley VandenHoven seconded it. Carried.*

Approval of Minutes:

Council was asked if there were any errors or omissions from September 23, 2020 meeting minutes before being approved. Jane Hartin expressed changes to the amounts given on the Treasurer's Report, This will be reflected below. Tanya Terpstra made the motion to approve with the corrections and Julie Swenson seconded it. Carried.*

Treasurers Report & Business Arising from Report:

Jane Hartin shared on behalf of the treasurer that there is a correction to the previous numbers reported once she had consulted with Colleen Pletch. Currently there is a total of \$3043.55 in the Advisory Council Budget. Jane expressed that previously there was \$2705.43 however there was an HST rebate added in the amount of \$338.12 which brings the current total to \$3043.55 in the account.

Julie Murtha approved this information as presented and Tanya Terpstra Seconded it. Carried*

Principal's Report & Business Arising from Report – Jane Hartin

Jane shared that everyone at the school is settling in nicely to the new routines and protocols in place to help keep everyone safe. Parents are reminded to complete the COVID-19 screening tool on a daily basis. Students who have been identified as unwell go to the isolation room and are then picked up by parents/caregivers at the side exit of the school building. When the parent/caregiver has arrived they are provided with the Huron Perth Letter/Info with instructions and are then asked to report back to the school. Jane then sends the COVID-19 Management Form to the school Health & Safety Specialist. Jane indicated that parents/caregivers have been fantastic with the process when isolation of a student has had to occur. They are greeted outside at the side door where the student is released to them.

Protocols in the classrooms are going well. Cohorts and Zones are also going well. Students are doing well with masks and managing sanitization protocols (hand washing etc). Teachers are working very hard to ensure that these protocols are being followed and adhered to.

Vickie Dietrich expressed as a staff member she too feels that things are running smoothly with the use of masks and protocols within the school. Jennifer McGrath also expressed that she felt things in the classrooms were running smoothly.

Chromebooks – Jane shared that these devices have been provided to all students. There is a Chromebook assigned to each student. In grade 5-8 the students have been taking them home nightly to use for their assigned school work. In grades 1-4 the Chromebook remain at school but are being used throughout the day. JK/SK students all have a Chromebook assigned as well, however they are not in the classroom, rather stored at the office and are ready to go should the time come that they are needed for remote learning.

Progress Reports – Jane shared the progress reports will be sent home this Friday. Next Wednesday November 25, 2020, parent/teacher interviews will be offered via Microsoft Teams, and some teachers have also offered phone calls as well. Teachers have been working very hard behind the scenes to prepare for these interviews.

United Way – Currently St. Mary’s is participating in the United Way Campaign with the use of videos and theme days. Tomorrow is crazy hair day and Friday November 20, 2020 is PJ Day.

Peace & Kindness Week - The board has changed the language re: Anti Bullying, and have replaced that with Peace and Kindness Week where lots of activities are being offered in individual classrooms to reflect this theme. The new language is being well received and is more positive.

Kindergarten Yard- the Board was great and supported fixing the “mud pit” that formed in the kindergarten play area. It has now been covered with Mulch and material under the mulch that will not allow for it to become a mud area with future wet weather.

School yard – This area needs to be assessed and key stakeholders will be consulted on what they feel would be best. The stakeholders are parents, students and staff at the school. There have been some opportunities to reflect on this given the current zones for playing, and to look at what works and what needs improvement or enhancements. This assessment will be a crucial next step in deciding what to add or improve on the yard for students.

Sound System - Jane shared she continues to consult with the Board Office regarding this request. The hope is to have it installed in the gym during this school year as this would be a good time to manage that. Still waiting to hear if it will be funded or partially funded.

Salvation Army – Jane shared she is hopeful to move forward with either a food and/or toy drive for this Christmas, however she is waiting for direction on how this can be done during this time and if it can what are the greatest needs this year. She will continue to consult with Health and Safety to understand the protocols around collecting and delivering donated products.

VON – Jane shared that she had been approached by VON who requested cards and letters to be completed by students to be shared with patients who receive VON services. These would be delivered in their Christmas Baskets. This is being asked in order to spread joy to those who may be shut in at Christmas time due to the pandemic and for those with health issues.

LTC – Julie Murtha suggested that card making/drawings/letters may also be something that the students could do for those who are in Long Term Care homes in the area. Jane suggested that the FIAT team would normally be involved with something like this in years past. Julie will look into this and send an email to Jane about this idea.

Committee Reports & Business Arising Report –

Safe & Healthy Schools - Julie Murtha reported that at this time there is nothing to report due to COVID-19 restrictions. When things change from the pandemic there will be work to look at once again in the area of safe and healthy schools. Right now all safety concerns are being addressed by the protocols in place by HPPH and the school board.

Jane reported that Mental Health is being monitored well and is a huge focus this year given the pandemic. There are supports in place from the board, teachers are monitoring for signs, and referrals are being made as needed for support.

Snack Program - Jane reported that Penny Bajurny has been doing the purchases for the snack program and then delivering the items to the school. Protocol is followed for drop off of items. Colleen Pletch receives the items in the double doors and then transports it all to the kitchen. The snacks are prepared and placed in separate sanitized/clean white bins. Some examples of snacks are cheese, apples, granola bars. Gloves are used to place the items in and gloves are provided for each bin that makes its way to each individual classroom. Teachers then use gloves to distribute snacks in the classrooms. The EA's have been very helpful in this process and are delivering the bins to each class and retrieving them to be sanitized each day.

Fundraising Committee – Ashley reported that there is no current fundraising happening at this time. Ashley shared that the Domino's Pizza cards are on hold at this time. There has been no approval at this time to move ahead with fundraising. Jane expressed that as a school community we need to be mindful this year that fundraising needs to have a specific goal and at this time there is no goal set. Fundraising may stay in a holding pattern for some time due to COVID-19. Jane also reiterated that at this time many families are struggling due to the pandemic and that we want to be mindful of not expecting too much from families that are already under pressure due to the changes the pandemic has brought about in their lives.

Julie Murtha shared the thoughts of fundraising for the kindergarten area to be enhanced with more things for them to play on and do. Ashley shared the idea of looking into the possibility of painted games on the hardtop outside, which would be more cost effective and provide the students with many options like hopscotch, and proper lines for basketball games, etc. Ashley also suggested the fundraiser Mabels Labels which gives the school 20% of all sales.

Jane suggested that this is the year to gather ideas and investigate what we can look at for the future so we have specs on what is needed, pricing, and where to source what is needed. With no goal there is no fundraising. The exception may be for the sound system, however still waiting to hear what the board will come back with in regards to this request. Jane continues to follow up.

Ashley requested to have a second person join her on the fund raising committee. Julie Murtha expressed interest. Brenda Dumond-Novotny nominated Julie Murtha and Tanya Terpstra Seconded it. Carried *

Parish Report –

Tanya Terpstra shared that all the children currently in grade 3 have received First Holy Communion. This was done on 4 separate dates with 4 separate groups of children at the church. It was also live streamed for those who could not be there in person.

CWL – is putting on a fundraiser this Saturday November 21, 2020 at the church where one can drive up and purchase greenery and small pots for Christmas décor. These are already made and ready for sale. All are welcome. Starts at 10am. An email will go out to families of the school community to let them know of the event.

Tanya shared that Christmas Eve mass will happen in Listowel and the plan will be for the usual 5pm service. As well there will be a Christmas Morning Mass scheduled for 10am. Stay tuned for more details regarding Christmas by checking the Church's Facebook page. As well the Facebook page now contains a link for the bulletin which is also being emailed out as well.

Tanya shared collections are down due to COVID-19 and less people attending in person at this time. Likely the greenery fundraiser will go towards to church.

Other Business-

Upcoming meeting dates are as follows:

- February 23, 2021 at 7pm via Microsoft Teams
- May 18, 2021 at 7pm via Microsoft Teams

Please note these are **Tuesday** Evenings

Closing Prayer –

Led by Jane Hartin and Ashley VandenHoven (Our Father)

Meeting Adjourned - 8pm