



MINUTES

CSAC Meeting- St. Mary's Listowel

Meeting Date: Wednesday, February 7, 2024

Time: 6:00pm

Location: St. Mary's Elementary School Library

Chair: Erin Stewart

Minutes: Deb McCarthy

Invitee Name	Role	Attendance
Erin Stewart	Chair	Yes
Sebastain Henao	Treasurer	Yes
Julie Murtha	Safe and Healthy Schools	No
Mary Reynolds	Fundraising	Yes
Brianna Schlegel	Parish	No
Jane Hartin	Principal	Yes
Deb McCarthy	Acting Vice Principal	Yes
Cheryl Weishar	Staff Representative	Yes
Jennifer McGrath	Teacher Representative	Yes
Erin Soltys	Parent	Yes
Rhonda Almey	Parent	Yes
Julie Swenson	Parent	No
Brianna Schlegel	Parent	No

#	Standing Agenda Items	Lead
1	Welcome Prayer	Erin Stewart
2	Call to Order & Attendance <ul style="list-style-type: none"> Meeting called to order at 6:03pm 	Erin Stewart
3	Approval of Agenda <ul style="list-style-type: none"> Motion made to approve Agenda by: Erin Motion seconded by: Seb Motion carried. 	Erin Stewart/All

4	<p>Review Previous Minutes (November 2023)</p> <ul style="list-style-type: none"> ● Minutes approved by Seb ● Seconded by Erin S 	All
5	<p>Treasurer's Report</p> <ul style="list-style-type: none"> ● Opening Balance: \$4872.01 ● Bix Box Fundraiser credit: \$34.20 ● Amount Spent: \$248.75 (cookies) ● HST Rebate: \$699.91 ● Current Trust: \$3570 ● Total: \$8969.57 ● No business arising from report. ● Motion to approve report as presented by: Erin ● Seconded by Rhonda ● Report carried 	Seb
6	<p>Principal's Report</p> <ul style="list-style-type: none"> ● Faith <ul style="list-style-type: none"> ○ Since the last meeting, we have had two masses and 3 Advent liturgies, plus one liturgy for Juwel on Feb. 5 ○ Advent liturgies were a highlight for the home, school, and parish ○ Feedback was provided that the communication of the liturgies could have been clearer ● CATYO <ul style="list-style-type: none"> ○ 36 newest members came to CATYO in Nov, and the registrations continue to come in ● Multilingual Language Learners: <ul style="list-style-type: none"> ○ Training was offered to all classroom teachers by C Coffey and P Valke ○ Teachers were provided with information about the STEP (Steps to English Proficiency) Assessments and programming ideas ● Curriculum Planning Days <ul style="list-style-type: none"> ○ Each classroom teacher was released to meet with teachers from their own division to share learning and gather some feedback and ideas from others ○ Junior and Intermediate Teachers participated in PD sessions with Literacy Resource Teacher C. Buchanan about the Writing Revolution resource which focuses on the writing process ○ Primary teachers are going to be trained on the Acadience Reading Screener soon ● French Immersion Information Night in January <ul style="list-style-type: none"> ○ feedback whether would move forward with K-2, sent a survey and emails to parents about their interest ○ looking feasible that we may move forward with a SK/1 and 2/3, taking it one step at a time 	Jane

	<ul style="list-style-type: none"> ○ next step will be to survey the parents of students currently in the program ● Report Cards go home on Feb. 16 ● Past and Upcoming School Events <ul style="list-style-type: none"> ○ Christmas Food and Toy Drive was a success ○ Carnaval was today - lots of community building ○ Shrove Tuesday next Tuesday, pancakes being made by the Legion. Valentine’s Day celebrations will take place on the 13th as per diocese direction. Students are welcome to wear pink or red ○ Leroy Hibbert is coming in to speak to students in grades 4-8 about microaggressions next Tuesday as well ○ Intramurals is going to be started for students in grades 5 and 6 soon and students have been busy with many other extra curriculars ○ Intermediate students are busy getting ready for the District Skills Fair on Feb. 21st <p>A discussion was held about the possibility of returning to the tradition of hosting a Christmas meal for all students. It was shared by the school staff that this was discontinued due to the lack of space to gather all students together, the rising costs, as well as the challenge of getting enough volunteers to assist with the event.</p> <p>Rhonda shared some details about how an event like this is done in a neighbouring school board based on her experience. It was agreed upon that she will look into some details about how it is done and share this with Jane prior to the next meeting.</p> <p>Erin S also asked about why the hockey tournament for students in junior grades was cancelled. It was shared that this decision was made at the board level and believed to be because of an equity concern that not all students have the means or opportunity to play ice hockey (since it can be an expensive sport) so it was decided to host a ball hockey tournament instead. There is also a big expense for a lot of equipment required for ice hockey for a student who may not already be involved in the sport and ball hockey requires minimal equipment.</p>	
7	Teacher Report <ul style="list-style-type: none"> ● Nothing to report 	Jennifer
8	Staff Reports <ul style="list-style-type: none"> ● Nothing to report 	Cheryl
9	Committee Reports <ul style="list-style-type: none"> ● Nothing to report 	Jane/Erin
10	Other Business <ul style="list-style-type: none"> ● Erin received an email from a parent asking about a possible memorial for Jewel (suggested to plant a tree or dedicate an area outside) ● Jane shared that the staff wondered about adding a stained glass butterfly to the open pane above the doors at the north end of the school (by the gym and 	All

	<p>parking lot). The CSAC members present agreed that they will allocate funds once an idea has been decided upon.</p> <p>Fundraising</p> <ul style="list-style-type: none"> • A discussion was held about what we will be fundraising for. It was suggested that one fundraiser could be for outdoor improvements (new roof on the outdoor structure), and one for community building events such as Christmas dinners and/or a family BBQ. • A pie fundraiser was suggested through Anna Mae's as well as just asking for donations and a school-wide event such as a walk-a-thon. No decision was made. • A discussion was held about pizza money. Do we make money off of pizza sales and is this counted as a fundraiser? Jane will follow up on this. 	
11	<p>Closing Prayer</p> <ul style="list-style-type: none"> • Led by Erin 	Erin
12	<p>Adjournment</p> <ul style="list-style-type: none"> • Meeting adjourned at 7:20 pm 	Erin/All