

St. Mary's Listowel CSAC Meeting Minutes

Meeting Date: Tuesday November 23, 2021 7pm via Microsoft Teams

In Attendance: Jane Hartin, Erin Stewart, Brenda Dumond-Novotny, Jennifer McGrath, Cheryl Weishar, Sam Bajtos and Tammy Fischer.

Regrets: Tanya Terpstra

Welcome Prayer – led by Erin Stewart

Meeting was called to order by Erin Stewart

Attendance and meeting minutes taken by Brenda Dumond-Novotny

Approval of Agenda:

Council was asked to approve the Catholic School Advisory Council's November 23, 2021 meeting agenda. Brenda Dumond-Novotny made the motion to approve the agenda and Erin Stewart seconded it. Carried.*

Approval of Minutes:

Council was asked if there were any errors or omissions from the October 26, 2021 meeting minutes before being approved. Sam Bajtos made the motion to approve the minutes as written and Erin Stewart seconded it. Carried.*

Treasurers Report & Business Arising from Report:

Erin Stewart shared on behalf of the treasurer that currently there is a total of \$3043.55 in the Advisory Council Budget. This has remained the same since the last council meeting. Brenda Dumond-Novotny approved this information as presented and Sam Bajtos seconded it. Carried*

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

Progress Reports- Jane reported that Progress Reports were sent home on Friday November 19, 2021. Parents received a letter of what to expect and questions to ask. Parent teacher interviews will be held via video through Microsoft Teams on November 25, 2021. For those who have not been able to make that date work teachers have been reaching out to families to make an accommodation to communicate.

Visit from Board Trustees – Jane shared that on November 12, 2021 the school was visited by trustees Mary Helen VanLoon, Amy Cronin, along with the HPCDSB Director of Education Chris Roehrig. Jane provided a presentation that discussed demographics and goals, and provided a tour of the school for them. They had great questions for staff. It was acknowledged that St. Mary's is growing. They were made aware that the school also has a growing number of families that are newcomers and this has been a positive addition to our school community. These 8 families are connected to the SWIS Program (Settlement Workers in Schools Program).

Calling all 3 Years Olds (CATYO) – Jane reported that calling all 3 year olds has begun. This process will continue to be happening online this year due to continued restrictions because of COVID-19.

Peace and Kindness Week- Jane shared that this week is Peace & Kindness week. Yesterday was Pink Awareness Day. Currently the whole school is participating in acknowledging acts of kindness. Each classroom has been provided sticky notes and when a person sees an act of kindness this is acknowledged on a sticky note and placed on the classroom door. The goal is to see all classroom doors filled by the end of the week. This initiative was put together by Ms. S. Trachsel and Ms. R. Dejong who are the school staff mental health coordinators. As well Ms. K. Louwagie’s class has produced some lovely art work in water colours with positive messages that are displayed for the school and classroom to see. Discussions about Peace and Kindness are ongoing.

Family Christmas Fund- Jane shared that the family Christmas fund will be starting again. Communication will be sent out to families with information on how to make a donation if they so choose. All funds will be going directly to support families within our school over this Christmas Season. Funds are used to purchase gift cards to local stores that will assist families this Christmas (Walmart, Zehrs, Food Basics etc.)

Erin Stewart followed up with a question for Jane regarding the request from the CSAC committee to see what items teachers are looking to have purchased through fundraising dollars. Jane shared that staff was asked however there is no list at this time available. However staff did talk about natural areas for students outside (eg seating in play yard). The other idea that was mentioned was each classroom teacher receive an allotted amount of dollars to spend for their classroom for supplies etc. Erin asked if there was a dollar amount in mind, and Jenny McGrath shared that in the past teachers had received \$200 per classroom. There are currently 13 classrooms.

The playground/play structure was discussed again, however there is some leg work that needs to happen with this request. It needs to be accessible to all. Cost needs to be looked in to, and Jane shared that the daycare may be able to help as they have just recently put their structure in and would have a recent source. Jane will look in to this for the next meeting. The hope is the new structure would be a multi-purpose area.

New Sound System – Jane was happy to report that the quote for the new sound system has come in. McNain TV & Electronics has quoted the school \$3957.55 to complete the work required and are ready to move forward once the quote has been accepted. Jane shared that it had been previously discussed that some fundraising dollars would be allotted to this sound system, and unfortunately it has just taken a long time to come to fruition because a second company had to be sourced as the original company was not able to fulfill the request. Jane made a request to the council for \$2000.00 to pay a portion of the sound system and the remainder would be paid by the school board. A formal email vote will be completed as there were not enough members available tonight to complete the voting process for this request.

Jane and Jenny McGrath expressed that this is a big need and the system needs to be replaced ASAP. The current system is not working well at all and does not allow for proper use.

The council members will receive an email from Erin Stewart and will vote on this ASAP in order to move forward with this project that has been on the table for quite some time.

Teacher/Staff Report

Cheryl Weishar (staff representative)

Jenny McGrath (teacher representative) -Jenny shared nothing to report at this time. See above regarding suggestions related to fundraising.

Committee Reports & Business Arising Report –

Safe & Healthy Schools – Nothing new to report at this time 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 (Huron Perth Public Health) and the school board.

Snack Program - Penny Bajurny continues to purchase for the snack program and delivers the items to the school (thank you Penny!). The snack program continues to be school based. School staff are assisting with the safe delivery of snacks to all students. This is done by admin staff and EA's in the school. Jane shared the snacks are individual items that can easily be shared out safely such as apples and cheese strings that are individually wrapped, as well there are individual containers for all students for items such as grapes etc. There are individual bins for each classroom to deliver the snacks. The snack program continues to be once a week on Thursdays, however there is always food available at the school for any student in need. The funding for this is provided by OSNP (Ontario School Nutrition Program).

Fundraising Committee

CSAC and fundraising committee members discussed the Speaker/Sound System. See above in Principals Report. Teacher list for items desired at this time is not available however some suggestions were discussed on what to use fundraised dollars for and this will be an on-going discussion. The possibility of a new play structure was discussed. As above Jane will look in to the source the daycare used and see what further information we can get.

Erin reminded the committee that we can run two fundraisers this year if we choose and she suggest the Domino Pizza fundraiser as it was successful in the past. The school raised \$1529.95 in 2019/2020 with this fundraiser. Jane suggested that we need further information on how the fundraiser still works as it has been 2 years since St. Mary's has done this. Colleen Pletch can assist with that information from the previous time it was done. Erin suggested this as an easy one given it is all through School Cash Online. The committee is hopeful this is still being offered by Domino's Pizza. Pending more information this may move forward.

We also discussed a second fundraiser. Cheryl Weishar suggested Epicure and will provide Erin Stewart with contact information that she has with someone who can assist with this fundraiser. She expressed the profits are 40% for the school. Erin will continue to follow up with this and bring that information back to this committee. We also discussed Reo Thompson Mint Smoothies. Erin concerned that they cannot guarantee "Peanut Free". This will be looked in to as well, and see what return the school can receive as well. Brenda Dumond-Novotny will source some information from a community contact from a local skating club where Reo Thompson is a part of their fund raising package and provide that back to Erin. Lastly we discussed the Big Box of Cards fundraiser and whether this is worth looking in to again. We need more information on what the return is for the school and can we get specialized boxes (eg. Big Box Birthday – so you only get birthday cards). People found in the past that they did not use the all occasion pack as much. Jane will look in to this as well.

Parish Report

Tanya Terpstra not in attendance however sent notes to Jane Hartin. She expressed that Sacramental Preparation will be coming and that there is information on Confirmation in the current bulletin.

Other Business

PXO – Pedestrian Crossover – Brenda Dumond-Novotny and Jane Hartin provided an update on the new PXO that is located at Krotz and Wallace Ave. South. This now allows for students and community members to be able to more safely cross at the intersection at Krotz and Wallace South. The PXO is the same as the other ones that people will see in other parts of town where the pedestrian hits the button and the PXO lights begin to flash to indicate to drivers to stop for a pedestrian that is crossing. This new PXO appears to be well used and allows for students to have a safer crossing at this intersection when going to and coming from school.

Erin inquired as to why this committee only meets in Sept, Oct, Nov, Feb and May? Jane and Jennifer shared that the required number of meetings is 4. St. Mary's has traditionally held meetings on these 5 months because the beginning of the year is more busy and with much more to discuss and make decisions on, and then follow up happens in February and May to close out the school year and plan for the following. This can always be revisited for next year if changes need to be made.

Upcoming meeting date is as follows:

- February 15, 2022 7pm via Microsoft Teams

Closing Prayer –

Led by Erin Stewart (Our Father)

Meeting Adjourned – 7:56pm