



ST. MONICA CATHOLIC SCHOOL COUNCIL

<http://stmonica.dcdsb.ca/>

MEETING MINUTES

October 5, 2016



<b>Executive</b>			
P	Jill Jacobson, Principal	P	Babz Boehm, Fundraising Co-Coordinator
P	Beatrice Povolo, Co-Chair	Ab	Jessica McDermott, Fundraising Co-Coordinator
P	Adele Sartor, Co-Chair	P	Natalie Naassan, Fundraising Co-Coordinator
P	Shelley McMurter, Secretary	Ab	Anna Przybylo, Teaching Representative
P	Rachel Vigliatore, Financial Secretary	P	Anne Berardi, Non-Teaching Representative
Ab	Teresa Addorisio, Sacrament Liaison		
<b>Parent Representatives (9)</b>			
P	Nancy Barry	P	Elizabeth McCormick
P	Kimberly David	P	Michelle Mendonca
P	Maria Gallo	P	Josie Monticciolo Cimone
P	Carla Hipolito	P	Anthony Naassan
P	Anna Lucas		

**Attendance:** P= Present Ab = Absent

**Other Attendees:**

Josie DiMarco	Genie Kiriakou	
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**Call to Order (5 Minutes)**

**Opening Prayer:** All

**Welcome and Introductions:** A. Sartor / B. Povolo

**Actions to be Taken (5 Minutes)**

**Approval of Minutes:** September 22, 2016 – no changes

Motion to Approve by: A. Sartor      Seconded by: R. Vigliatore

**Report / Information Items (30 Minutes)**

**Principal's Report:** J. Jacobson

Courtesies:

Thank you to all members of the Catholic School Council Members 2016/2017 for all the work dedicated to the improvement of student learning

### Faith Development:

- This year the theme for celebrating Catholic Education is Walking Forward Together and the Durham Catholic District School Board's theme is Community
- Each month the school will come together as a Catholic Learning Community to celebrate one of our Catholic Themes and to recognize our students, who have demonstrated growth in their faith journey
- Students will be recognized on Catholic Virtues and Catholic Graduate Expectation
- Collaborative Contributors was celebrated in September
- Discerning Believers will be celebrated in October
- Grade 4 bibles will be blessed during October (date to be determined)
- Monthly Rosary program will continue this school year
- *December 11<sup>th</sup> will be the Advent Mass*

### Health and Safety:

- School Code of Conduct was published in the school agenda – parents will be contacted if the signatures have not been completed within the agenda (letter that was sent home for JK/SK)
- All schools are required to create a waste reduction plan which includes participating in “Boomerang Lunches” – St. Monica advocates litterless lunches

### Allergies:

- As a school community we need to do our part in helping to protect each other from allergies
- Some of the staff and students have allergies to nuts, milk, shell-fish, and eggs
- All classrooms with allergies have allergy alert posters outside their classrooms and letter have been sent home to classes with allergies
- We continually ask parents and the community to help us be attentive to the various allergies and needs of people
- There are approximately 20 students with EpiPens

### School Improvement Plan:

Focus of Ministry of Education (MOE), Board and School Improvement Plan:

- MOE and Board is focusing on numeracy – St. Monica's scores are good
- St. Monica will be participating in three professional development days during the school year at Board Capacity Building Days and Job-Embedded days as well as a half day with math leads and Primary Inquiry Team
- Purpose is to develop the educators

School Improvement Teams

- Every school has a Student Improvement Team operating to build learning communities
- The team assists the school in the analysis and interpretation of various forms of school data to set school goals to improve student learning and to create school improvement plan
- The focus of the school improvement plan will emphasize numeracy and problem solving in all divisions

### Picture Day:

- Picture day occurred Monday October 3<sup>rd</sup>
- Retake day will be Wednesday November 9<sup>th</sup>
- *J. Jacobson has put a call out to all council members to please stop by the school at any time on November 9<sup>th</sup> to have their picture taken - lanyards will be created for the members – if you are unable to attend and would still like your picture on the lanyard please submit a photo of yourself to J. Jacobson*

### **Emergency Preparedness:** J. Jacobson

- September 19-23 was Safe Schools Week – all schools practiced block fire and hold drills
- Revised Lockdown Procedures across the province – teachers receive safety training
- Lockdown practices occur 2 times within the school year – occur during lunch hour
- Safe Schools Assembly for all three divisions occurred during the Safe Schools Week

**Call Out for Safe Schools Team Rep:** J. Jacobson

- School Resource Officer is Constable Cornes who will be partnering with St. Monica throughout the year
- St. Monica needs to have a council representative – K. David has agreed to be the council representative

**EQAO Results:** J. Jacobson

EQAO results from the 2015-2016 school year:

All Students – includes exempt students (students who did not write)

	Gr. 3 EQAO			Gr. 6 EQAO		
	School	Board	Province	School	Board	Province
R	65	75	72	89	83	81
W	47	77	74	83	83	80
M	64	62	63	83	50	50

Participating Students – excludes exempt students

	Gr. 3 EQAO			Gr. 6 EQAO		
	School	Board	Province	School	Board	Province
R	74	79	75	94	83	82
W	53	75	78	88	85	82
M	68	62	65	87	51	51

- There were a couple of Grade 3 and 6 students that were exempt from exams – these students are included in the first set of results as a 0 which explains the increase between the All Students and the Participating Students for our school
- French immersion children in grade 3 only write the math portion of the EQAO
- Grade 3 writing appears to be low – the results have been evaluated and it was determined that the students did very well in the multiple choice section and their thinking and organization was a strength, while editing and revising their work is an area requiring work, and the question around paragraph writing was found that the students consistently fell low in
- While the results are low for the grade 3 writing it is important to remember that this is the first year at St. Monica where the grade 3 English class is small as there is now a French immersion class
- The tests are revised annually so the more useful data will be when the grade 3 class reaches grade 6 and the cohort can be examined – the rolling 3 year average does not show any significant issues

**SWISS:**

- Settlement Workers in School System
- The purpose is to assist newcomers in accessing school and community resources
- Links newcomers with social and cultural services
- Assists newcomers and their families to integrate in their local school
- *If you know a family is new please share this information – they can contact Soraya Attai at 905-903-0126*

**2015-2016 Financial Report:** B. Povolo

- Went through the annual report for the 2015-2016 school year – letter going out to the school community explaining how the school funds were utilized last year
- The following events were outlined:
  - o Major fund raising through the Halloween Dance-A-Thon

- Sponsored weekly pizza lunches
- Sponsored STEM resources (Science, Technology, Engineering, & Math)
- Supported the Sacraments of First Communion and Confirmation
- Sponsored the Forest of Reading program and other library materials
- Supported French Immersion resources
- Supported grade 8 graduation
- Supported kindergarten resource materials
- Supported sports equipment
- Purchased iPads and iPad covers
- Sponsored the Mathletes program
- Sponsored the Anti-Bullying Magic Show
- Supported school masses, buses, etc.
- Supported Bishop's Mass
- Supported school Spirit Days
- Supported school Talent Show
- Supported Family Wellness Night
- Supported Catholic Cup volleyball tournament
- Purchased new stage skirting for gymnasium

### New Business (30 Minutes)

**Annual Fundraiser:** B. Boehm / N. Naassan

- The board sets out fundraising guidelines through their policy which must be followed
- The Dance-A-Thon will be the major fundraiser this year
- Initial letter, including a call out for donation of prizes, and pledge sheets will be sent home on Friday October 7<sup>th</sup>
- Goal of \$50 per student has been set
- Prizes to be determined but council will purchase an iPad mini and Beats headphones
- Incentive prizes will be awarded for milestones including \$9000 J. Jacobson will get a pie in the face and \$10000 J. Jacobson will be slimed
- There will be individual prizes and the class that raises the most money will get a free pizza day

**Music Program:** J. Jacobson

- Board funds equally to 5 schools as a 1-2 ratio of instruments to students
- St. Monica typically has funded a 1:1 ratio – in order to continue this ratio the music program will require \$700 be supplemented – this cost will vary year to year
- The 1:1 ratio allows children to take home their instrument and practice
- Band performances are being looked at:
  - Dec 11<sup>th</sup> at Holy Redeemer Parish
  - Show case of the Arts in April
  - Wonderland where children will perform and then have the opportunity to play on the rides
- Practices will be held one afternoon and one day after school each week
- *J. Jacobson requested a motion to utilize council funds for the \$700 – motion accepted by A. Lucas and second by S. McMurter*

**Mrs. Wilkinson Transferring Schools:** J. Jacobson/B. Povolo

- Mrs. Wilkinson will be transferring schools October 7<sup>th</sup>
- Gift from council will be presented Friday afternoon for anyone who can attend

## Open Question Period (10 Minutes)

### Board Concussion and Head Injuries Policy: N. Naassan/J. Jacobson

- N. Naassan asked for clarification around the board policy as a number of parents are concerned with the process
- If the board concussion and head injuries policy is implemented for a student then the student cannot return to school activities until a doctor completes forms to indicate that they are medically ok to continue the activities
- J. Jacobson explained that the policy has been in place for the past 2 years, is online, and is mandated by the ministry
- Any student wishing to play on any school sports team must have an informed consent which includes language around the concussion and head injury policy
- The policy is mandated by the ministry to be implemented when a student is experiencing any 1 of the following: pain at the site of impact, dizziness, vomiting, bump or bruising
- J. Jacobson will invoke the policy when a student is exhibiting symptoms related to a serious head injury, advise from a teacher observing the student, and/or the student themselves complaining of symptoms

### French Books in Classrooms: K. David/J. Jacobson

- K. David indicated that the French immersion students do not have enough reading books/novels in the classroom library
- J. Jacobson – The School Board funds the initial set up of school libraries and funds the initial set up for French Immersion classes. It is the responsibility of the school to support classroom libraries and Borrow a Book Program.
- It was originally thought that books would come from the French immersion program at Seaton as it is phased out – Seaton does not have the resources that were originally expected at the lower grades – grade 5 resources are expected to be transferred from Seaton to St. Monica next year
- French books have been ordered
- *It has been requested that council understand what the mandate is from the board vs council and have council consider resources for the French immersion students*

## Upcoming Dates

October 7 <sup>th</sup>	Thanksgiving Liturgy and Dance-A-Thon Kick-Off assembly – 2:30pm
October 7 <sup>th</sup>	Super 60 – cross-country regional meet – congratulations and good luck to all St. Monica competitors
October 10	Thanksgiving
October 11 <sup>th</sup>	Bus Education drills
October 19 <sup>th</sup>	WE Day
October 21 <sup>st</sup>	PA Day
October 26 <sup>th</sup>	Jr. Girls' Volleyball
October 27 <sup>th</sup>	Jr. Boys' Volleyball
October 31 <sup>st</sup>	Dance-A-Thon
November 2 <sup>nd</sup> -25 <sup>th</sup>	Drumming
November 7 <sup>th</sup>	Council Meeting
November 9 <sup>th</sup>	Picture retake Day – council members encouraged to have their picture taken this day if possible
December 11 <sup>th</sup>	Advent Mass

## Action Items / Agenda Items for Next Meeting

### Action Items:

ITEM	ACTION REQUIRED	RESPONSIBLE
Council funding allocation	Discuss teacher's needs/wants for the classrooms and any	J. Jacobson

	other school needs	
Mandate of board vs council	Provide an overview of items the board funds vs what council might be expected to fund	J. Jacobson
Items for Dance-A-Thon prizes	Call out for prizes for the Dance-A-Thon if you know anyone or businesses that may be able to donate prizes	All
Picture re-take day	Try to attend the Wednesday November 9 <sup>th</sup> picture re-take day to have your photo taken for lanyards being created for council members. If you are unable to attend and wish to have a picture on your lanyard please submit a photo of yourself to J. Jacobson.	Council Members

**Agenda Items:**

- Evaluate school needs and discuss fund allocations for the 2016-2017 school year – determine board funding vs council funding
- Mrs. Linhares to attend next meeting to discuss music program

**Adjournment & Closing Prayer (5 Minutes)**

**Meeting adjourned:** 8:20 pm

**Closing Prayer:** All

Next St. Monica Catholic School Council meeting: *Monday November 7, 2016 @ 6:30 pm* in the St. Monica Catholic School library