

Holy Family Catholic
School Community Council
Location: Holy Family Catholic School Library Meeting Room

June 11, 2019 @ 7 pm *Meeting called to order by Tim*

In Attendance

Brad, Connie, Tim, Karen, Bonnie, Carmen, Jason, Tanya Iatrides, Blair, Sarah, Amanda

Regrets

Jennifer, Curtis

Welcome & Opening Prayer

Led by Connie

Approval of Agenda

Jason asked to add Teacher Evaluation under New Business.

The agenda was approved: Jason Second: Carmen

Approval of Minutes

Please change Amanda Klimm to Amanda Day

The minutes for May, 2019 approved: Karen Second: Jason

School Report- School Report

Please see School Report in addition to the following notes:

- Learning:
Staff Relationships- what should we do more and less of differently? Continue to work together with the parents.
- Teaching strategies are of focus currently- what should do more of, less of, improving? Staff continually looking to improve. Look at reading data. Grade 1-8 bench marked throughout the year. Math, and reading, CI, FN and MTA, and Early Learning also looked at to see how we can better serve our students.
- Year end Mass 1:15 Thursday June 13, 2019 (PLEASE CHANGE THIS FROM STUDENT SCHOOL REPORT). Mass is at Holy Family Cathedral.

- Lots of change in last 5 years. Grown to 18/19 classrooms, and 40 + staff. Been a great ride!
- Erin Betke (counsellor), Tanya Ritchie, Brett Slobodzian and Elizabeth Nordick, Patti Tastad will be leaving HFS.
- Presents for teachers-
- 25\$ first year, 10\$ for every year worked (from motion made last year, 2018-2019 school year).
- Pattie Tastad- 4 years 55\$ NEED LAST NAMES
- Rose- 5 years 65\$
- Tanya Ritchie- \$45
- Erin Betke- 65\$
- Brett Slobodzian- 1 year 25 and Elizabeth 25\$

Motion: Carmen moved to provide the above school staff with the above dollar amount.

Second to motion: Bonnie

All voting members are in favour.

Karen will get gift cards and cards. Karen to give receipts to Connie for reimbursement.

- Four new teachers will be joining school next year (will be in newsletter sent out by Connie tomorrow).
- Fall classroom, placement of students. May not know how many classrooms per grade are needed until the fall. Tentative classrooms may be started. Kindergarten classroom may move to the collapsed space, if further space is needed.
- Division Office to be provided with a survey. Jennifer said it was completed. Connie would like a copy.
- Year end assembly- can someone come to present June 24@10:45am- Bonnie will do this.
- Retirement Assembly June 26 @ 2:30- Carmen to speak on behalf of SCC. If not, could we provide them gifts at 10:45am June 24?

Parish Update- Blair

- Last day for vocation bible camp registration is Sunday.
- Thank you to those who assembled the confirmation and first communion gifts.
- Should we provide a Thank you card to Andy?

School Supply Update-Bonnie

- Holy Family is live for School Start via website! No cheques to be provided at office, only online purchases.

- School supplies will be displayed in case at school to encourage people to purchase through School Start.
- Social media information to be sent out, FB, infocaster, website.
- Deadline to order is October.
- Late fee after August 1, 2019.
- Please purchase Mabels Labels to support school fundraiser.
- There is an option to provide donation to St. Maria Goretti School .
- Some people may not see where donation is going. Could we put this information into progress reports? Connie to send out with progress reports. Would it be helpful to have a TRIPOD board to have parents more informed? Teachers send out information each day as well re- communication.

Fundraising

- Friends of Holy Family- Bonnie- Perogy Truck- owners changed; thus, 200\$ was made.
- Three perogies for \$8.00. Did not go as well as anticipated. Food was good.
- May look at something new for next year. May look at another food truck?
- School clothing meeting after this meeting. Goal to discuss what Friends of Holy Family will sell next year.

WUHCA Update- From Jenn's notes provided via Agenda.

- Load barring mats were removed
- Trenches were backfilled
- All hazards have been taken care of
- Landscaping/seeding to be determined when and how it will be done
- Spring programs will end June
- Port a potty added to the park

Information from Carmen:

- WUHCA fun day September 14, 2019.

Other Business

- Emails- no emails.
- Kindergarten Open House- Bonnie and Connie to compose letter re- inviting new families to participate in SCC and Friends of Holy Family.
- Life Touch Photos- request to look into other companies. Concerns about student photographs: feels rushed, could be more thorough. Connie spoke with one contact from the company, and they will take these suggestions into consideration. Could there be parent volunteers to help make the process smoother? Room parents could be volunteering?
When picture is good, parents will order more. Not a lot of companies that can handle larger groups. Connie surveyed other schools, and some companies are trialing other companies.
** Need to continue to evaluate this next year.

- Positions for 2019-2020 School Year:

Resignations:

Jennifer: Present

Amanda: Secretary

Nothing in constitution says Vice-Chair takes over President. Any change in constitution has to go to board. Connie spoke with Tammy from the board. Advised it is not directly stated but is a direct practice that the Vice-President would assume the role. Do we want to make a change to the constitution?

Carmen looking at constitution, indicating is it conflicting:

Elected members- 5-9 members, more parents than community members, and appointed members.

Committee should consist of:

Appointed: Principal, Vice Principal, Teacher (vacant this year), Parish Representative, Fundraising Representative, Community Association Member, Classroom Representative(s) (some student leaders in past have presented about some things that have gone on).

Elected members: President, Vice President, Secretary, Members at Large (4)

Elected vs appointed- Elected 5-9 more parents than community members, appointed have to be less than this. IS THIS RIGHT CARMEN?

This year positions:

President: **Tim** will take on the this role. No need to nominate, as this is direct practice that Tim would assume role, given he was vice-president last year.

Vice President: Jason made motion to nominate **Amanda Day** to this role. Second: Tim.

Secretary: Jason made motion for **Sarah** to take this role. Second: Bonnie.

Fundraising Representative: **Bonnie**

WUHCA Representative: **Carmen**

Parish Representative: **Blair**

Members at Large: (still assuming the role): **Brad, Jason, Karen.**

One Member at Large Role Left.

Motion to nominate **Tanya** to the Member at Large role. Second nomination: Karen

ALL POSITIONS FILLED

Next year meetings- noting members not able to come to meetings due to various engagements and commitments. Curious if moving meetings to five times per year would be helpful for parents?

Discuss this at beginning of year.

- Survey- discussion around a survey. Are we following constitution guidelines re- reviewing questions of what is working well, what could be different, challenges of this committee? Connie to draft survey for our committee and send it out for us to fill out.

- Constitution- Some of the points in the constitution are not clear. Could add members need to be at meetings x amount of times. Rules do not match what the constitution says.

Carmen motion to create a committee to review the constitution. Second: Tim.

Committee members are:

Carmen, Amanda, Bonnie, Sarah and Tim. Bring revisions and suggestions to committee when completed.

- Teacher Evaluation- Jason- spoke to some parents- not sure if it is in collective agreements, are parents able to fill out a survey for teachers from student and parents? Connie says always encourage positive feedback to teachers. Can be challenging when parents have concerns about the teacher. If parent comes with concerns to principal, go to teacher first before principal. Formal evaluation procedures done every 5 years by principal, and new teachers (first and second year teachers) yearly, then evaluated every 5 years.

How can we provide feedback in a positive manner? Jason provided a “help me be a better teacher” checklist to Connie. Some teachers do this with their students. Connie may provide staff with this information to continue to encourage this re- more from kids, year end. Goal is to keep feedback constructive.

Recommendation: Could we have positive feedback provided to teachers, box set up at office during staff appreciation week?

Asking about communication, as some parents do not know what is occurring in the classroom.

Seesaw? Helps with open communication.

There is a Shorter version of the evaluation at 3-way conference. Do we want this to reflect the teacher or classroom environment?

How are 3-way conferences planned? Staff go through the conference guidelines. What do you do if you feel you got nothing out of the 3-way conference? See Principal when needed. 3-way conferences? Are teachers told to say anything negative things about students? Always cautious of how to frame words. Have felt haven't got some of the information when at a 3-way conference.

- **Next year: Set up Math and English information nights for parents. Follow up with this at beginning of year.**

- Carmen- asking for families to come to SCC meetings. Can Connie place this in newsletter? Have had presentation based on Nigerian culture.

- Welcome Back BBQ- AGM promotion FHF and SCC- looking for more guests, and input.

OR/// after BBQ, have AGM start at **7:30-8pm** after BBQ. Letter send home on September 5th to families, can do AGM September 17 at 7:30. Welcome Back BBQ- AGM promotion FHF and SCC- looking for more guests, and input.

AGM- annual report. Also could change AGM to June? Have also not completed formalities for voting.
Discuss this next year.

- Meeting before AGM in September? Will not have one. If we need help, Connie will send out to committee. Carmen and Jenn can provide information to what the meeting will look like, and via email SCC can connect.
- App for all SCC?- App is SLACK. Sarah to look into this. Sarah to send this via email to SCC. Will try this to see if it works, to confirm, and adopt it in next meeting if we like it.

Adjournment of Meeting

Motion to adjourn @8:48 pm: Carmen Second: Jason

Next meeting: Unknown/ October?