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**Holy Family Catholic  
School Community Council  
Location: Holy Family Catholic School Library Meeting Room  
November 1, 2017 (7:00 pm – 8:30 pm)**

**Participants:** Curtis, Jason, Amanda, Connie, Carmen, Blair, Jenn, Karen, Tim, Megan, Bonnie

**Regrets:** Brad, Yvette

**Guests:** Louse (Preston Early Learning Center)

**Meeting called to order 7:00pm by Jennifer O.**

**Welcome and Opening prayer**

**Approval of Agenda.**

**Motion: Jason Second: Carmen**

**Approval of October Minutes.**

**Motion: Karen Second: Megan**

**Guest Speaker:**

- Louise from Preston Early Learning Centre to talk about the before and after school program.
- Louise manages for the daycare and before & after school program.  
\*Holy Family has had an opportunity to look at other providers in the past.
- Before & after school program consists of 160 families registered with the program.
- Mornings- 40-45 children Afternoon- 30-52 children. As it gets colder, may have more children.
- Last year 40-45 children averaged morning and afternoon.
- Parents register children (flat rate) and pay for what they use. \* No wait list for before and after school.
- \$5.75 per hour. Minimum charge is half hour (even if child is there 15 minutes).
- Family rate \$11.00/ hour.
- Want children to have fun play. Morning and afternoon snacks. Have games/toys to keep children occupied.
- Can use the gym if available. Fall- go outside. Go outside only if have a good ratio of staff to children.
- 7:15am-6:00pm (offering care). No school days included.
- Staff pick up kindergarten children from school and take them to the program.
- No school days- try to take children on a field trip (ie- Safeway). Parents sign permission form
- Licensed program 1/15 ratio is a must.

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- If parents are late, they pay a late fee to pay for the staff. (ie- 10 minutes late, pay \$25.00.).
- Staff have CPIC completed, First AID and CPR.
- Protocol- lock downs/fire drill. Practiced fire drills and lock downs. Staff are aware of procedures.
- Staff have the children's emergency binder (if out on outings).

### **School Report (Provided by Connie (P) and Curtis (VP) )**

- All schools in school division have a learning improvement plan, with goals of: math, reading and early learning.
- Collaborative groups emphasized there were gaps (ie- math student vs. non math student). Important\* need for successful transition to high school.
- Goals: June 2018, 80% of students will increase one grade level in the number strand, as measured by the Basic Concepts (BCM). By June, 2018, 80% of students working significantly behind grade level in the number strand (1 year or more) will improve 1.5 grade levels as measured by the BCM.
- Need to bring in learning assistance teachers & outside professionals to make this a success.
- Everyone is a learner!
- Literacy Goal- All children to see self as readers. \*Bench mark assessment. School data- students are above school division levels (85%). As move up in grades, 85% not as high (comprehension). Looking at improving comprehension skills (SPRINTS).
- Early learning- kindergarten students/teachers work on oral motor/language and have goals to improve communication domain.
- Meet twice per month to talk about goals/strategies and professional development to best serve students.
  
- \*\*Consider a math evening/literacy evening to help parents/awareness in the new math system/language system. How do we make sense of math (re- reservations around creative math).
  
- Looking at developing mission and vision statements. Few staff trained for the day regarding this vision/mission.
  
- 3 way conferences coming up.
  
- December 12, 2017- Christmas concert

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- CFCC- could they service birthday cake while children sing Happy Birthday Baby Jesus? Connie will look into this re- space/place for cupcakes. Carmen said she knows someone who could help with cupcakes if needed.

### **Old Business**

- **School Supplies**
- Carmen and Bonnie Met with Supreme & Staples.
- Cost break down provided for grade 1 & 2 supplies. Same overall price between Supreme & Staples locations.
- Suggestion to use Staples. Directly being supplied by manager at Staples.
- Suggestion: Pre-sale at the end of June. Parents will pay for supplies at the school (will be an open order at Staples).
- Suggestion: Certain items should be personally purchased (pens/pencils). Other supplies (dividers, binders, notebooks) would be purchased in bulk at Staples.
- Grade 1- \$50.00
- Grade 2- \$65.00
- Can order extras. If not used, can return to supplier. Can change supplies each classroom/grade.
- \*\* Suggestion to start with the smaller grades (k-3 grade) and throughout the years, add another grade level.
- Can deliver 2 weeks before supplies are needed.
- Question- could scissors become classroom scissors and replenish them as needed?
- Moving forward: Report provided to Connie. Mandatory/Not mandatory? Connie to take it back to the school staff & present with subcommittee (Bonnie and Carmen). Be brought back to the next meeting for discussion.

### **School Clothing**

- Carmen and Bonnie met with Brian. Connie Approved change of color (royal blue). Looked at fabrics and affordability.
- Sweat pants, tee-shirt, hoodies, polo shirt. Available for display at 3-way conference (November 23/24). Next year: looking to have the items available for first week of school. Holy Family Royals, Lion and Logo.
- Parking: Kiss & Ride
- Bonnie asking to keep it on the radar.

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- Update Signage changed in parking lot (no stopping) and on Stensrud.

### **New Business**

- **Creating social media accounts for the school**
- Working on account.
  
- **Trustee Liaison meeting**
- The CSCC Trustee Liaison meeting is taking place at St. Joseph High School on Monday, November 6 at 7:00 pm. **PLEASE NOTE:** there will be an Organizational Meeting of the Board prior to this at 6:30 pm if you or your CSCC members are wishing to attend. The agenda for the evening is attached. Please RSVP to myself on or before Tuesday, October 31 with the number of attendees we can expect at your meeting.
  
- Carmen and Connie are attending.
  
- Jason – **Speak about internet use for the students. How are they using the internet for educational purposes? What kind of filters are being used? How do teachers handle inappropriate use or materials from of the internet?**
- Students are taught that the computers are tools, not toys.
- Students know that they can track information down (re- IT/server hosts). There is a process in place.

### **WUHCA Update**

- September minutes were forwarded by Jennifer.
- Late fees waived for all community programs.
- WUHCA board still has positions available to fill for Vice President, Kindersoccer and Dance Instructor (Hip hop and and beginner dance require an instructor - Tuesday / Thursday. They pay is \$20 for a 30 min class. )
- Thank you Yvette and Anthony looks like Scott is going to join in helping get the rink started. WUHCA has the funds to fund the project to get it going and completed and fundraise while doing so to compensate the cost for it later.

### **Parish Update:**

- From Blair Sacramental prep on way. Parent information meetings began. Can still register if needed. Separate website to register directly.
- Replacement needed for a Youth Minister.

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- Form.org website (Catholic website with information/resources for families).

### **Fundraising Committee Update**

- School Wins Twice: this was due Friday October 27<sup>th</sup> how did we do on it? No final quote provided.
- QSP Magazine orders: how did we do on the magazine orders? 4775\$ raised.
- Spring roll information went out today (fundraiser).
- No bingo this year. Will do every 2<sup>nd</sup> year.
- Looking at running a carnival this year.

### **Hot Lunches: how did the first one go? Anything the school council needs to do to help out?**

- Going well.
- Room parents- grade 4 parents helping out.

### **Other Business**

- None

### **Adjournment:**

- Motion to Adjourn: **Jason** Second: **Bonnie** **MOTION CARRIED**
- \*\*\*\*\*Next meeting date will be on December 6, 2017
- Meet at Manos 8<sup>th</sup> Street. Jennifer to call. Start at 6:30pm.

### **New Business for Next Agenda**

- In February reminder to discuss Staff Appreciation week in April – keep this listed here until February.
- Kiss & Ride if there are future parking concerns.
- Consider a math evening/literacy evening to help parents/awareness in the new math system/language system. How do we make sense of math (re- reservations around creative math).