

The Good Shepherd Catholic School  
Community Council Meeting  
November 1, 2016

**Members Present:** Kim Targon, Jessica Esson, Colleen Owens, Marcelle Edinboro, Karen Winn, Monica Wolnik, Nicole Grant, Leah Lecours-St.Louis, Sue Bin, Tara Brunette-MacDonald and Leah Smith

**Members Absent:** Hailey van der Valk, Laurie Rosanelli, Elizabeth Santos-Sousa, Trish O'Sullivan, Ashley Johnston

Kim Targon welcomed members and thanked everyone for their contributions and efforts. Thanked past Co-Chairs Hailey and Carrie Smith for last years efforts and creating such an easy transition into this year's council.

Motion to approve last meeting's minutes- Monica and Jessica moved motion- accepted

**Old Business was reviewed**

- Math night-success- looking to post resources for parents onto the school website under Catholic School Council- Resources Tab (awaiting request to approve).
- Groove-a-thon-Thanks to Monica for all her efforts, \$2,183 was raised towards the Rick Hansen Foundation,

**Principal's Report**

**Calendar updates**

- Online Interview sign-up opens Tuesday November 8, 2016- Parents can log-on and choose time and date

**ACTION:** *Post to Facebook group asking for volunteers to man Parent Council Table - include sign up sheet for eblasts during interview night*

- Photo Retakes- Wednesday November 9th, 2016
- Progress Reports sent home- Wednesday November 16th, 2016
- Parent Teacher Interviews and Annual Book Fair- Thursday November 17, 2016 from 3:30-8:45 p.m. And Friday November 18, 2016 from 8:45 a.m.-3 p.m.
- Family Photo Night- November 24, 2016
- Coffee Sunday after Mass at St.Mary's- Sunday November 27th, 2016
- Grade 8 Night at Joan of Arc- November 30, 2016

**Financial Summary**

- Mrs. Smith reported that \$3484 was carried over from last year to start this years council fund
- Amount currently reported in account is inflated due to subs-as the money has been taken in but hasn't been paid out. Groove-a-thon was deposited by accident into the parent council general account- (3 entries in total) should have been deposited into school Special Events Account as Mrs. Smith paid bill from School account.
- Also reported was \$50 water bottle deposit and Wendy's cheque for \$475, and \$200 credit taken off the Mr. Sub amount for signing up.
- All school budgets have been cut by 10%- co-curricular costs have been partially covered by milk and pizza slush fund money

- Account is currently sitting at \$4000

**ACTION:** Mrs. Smith to prepare journal entry transfer from Parent council to School Special Events - \$1299.20- acct#1901- (Groove-a-thon)

### **New Business**

- Kim welcomed Mrs MacDonald to council- she will be a teacher representative.

### **New Meeting Structure:**

- Facebook group created to connect and increase involvement, new voting members are able to read historical conversations and documents. Please feel free to post to the group if you have any suggestions or questions.
- Establishment of subcommittees- looking to create smaller groups to gather and complete it outside of the main meeting and report back to council (this doesn't have to be only voting members but also other parents interested in volunteering) - hopes to increase interest in council. Subcommittees will be focused on more specific items and details and report back at CSCC meetings, hoping to generate more ideas and involvement where people are able to.
- Staff Collaboration- Kim attending staff meeting next week in hopes to speak on behalf of council and encourage engagement in collaborating with CSCC. Christmas event invitation was sent out to staff in hopes of volunteers signing up for concert/pageant contributions.
- Parent Council Newsletter- Kim and Karen are looking to revamp format to a one page newsletter, which will catch parents attention and provide important updates which they may have missed in Mrs. Smith's eblasts. If you have any ideas or suggestions contact Kim. We would like to add the Newsletter to the website under the Catholic Council area and will be sent out via eblast as well. Kim has asked for two tabs to be added to the Catholic Council tab on the website RESOURCES and NEWSLETTER.
- Coffee Sunday- Thanks to Liz Santos- Sousa who has graciously taken the lead. November 27th is the date and Mrs. Smith will be sending out an eblast asking for volunteers to help out- there will also be a shout out for baked goods coming later.

**ACTION:** Mrs. Smith to send out eblast regarding Coffee Sunday November 27th- requesting volunteers and another eblast to include CSCC Newsletter.

### **Fundraising update (Colleen and Jessica):**

- Movie Night- postponed into the new year (possibly February)- *motion to postpone- Monica, Karen, Kim and Jessica - all in favour*
- Lunches- Mr. Sub we received approximately 360 orders- so far feedback has been good. Vendor has requested weekly payment. Mrs. Smith asked to have invoice forwarded to her.
- Nicholyn master order list to Samantha

**ACTION:** Colleen to send Mrs. Smith's email to vendor for invoicing and payment. Also send Nicholyn Master list to Mrs. Smith and Ms. Edinboro

- Hewitts- orders are **due November 15th, 2016** (actual order date is November 18). Pick-up date same as Cozy Christmas event December 8th from 3:30 to 6:30-forms

were sent home last week. Orders will come pre-packaged and they will deliver to the school- a 3 hour time frame for pickup has been allocated.

**ACTION: Mrs. Smith to send out eblast with a Hewitts order reminder and attach order form**

- Ongoing fundraising continues with Mabel's Label's and Fundscript (direct link is on the website)- some have card functionality and arrive in your email box within 30 minutes otherwise shipped via mail in 2-7 business days
- Bradford Greenhouse poinsettia fundraiser - 2 options have all plants arrive at school for pick up or purchase gift card and pick your own up at the store- leaning toward second option for ease and options to upgrade once at the store. Gift cards will be delivered and available for pick up at the same time as Hewitts orders on December 8, 2016.
- The Good Shepherd Cozy Christmas- established a sub committee (Kim and Monica)- generate ideas on a gathering- sing carols, pageant or concert- requesting staff involvement if possible
- Chapters/McDonalds Night- Motion to move forward- *Niki to take the lead- all in favour*. Establish a date in February- hopefully before valentine's day. McDonalds will no longer be considered, as we are happy with our current partnership with Wendy's. Chapters provides 15% of sales in cash to the school or 20% of all sales towards resources for the school. If the school makes a list for books that the library needs, parents are able to purchase books for the library that evening.

**ACTION: Niki to provide an update at next meeting.**

- Skating night- Kim will contact East Bayfield to look at booking a date in the new year.

**ACTION: Kim to provide update at next meeting regarding dates**

- CPIC Night- November 3, 2016- Leah Lecours-St.Louis, Kim Targon and Leah Smith to attend at Joan of Arc

#### **Purchasing goals for 2016-2017- see attachment for list**

- School Shed Repair quote came from Gary- custodian who said he would do it and the quote came from the supplies and the rate
- Laminator repair paid for out of school general account
- Stage Curtain repair- attempt to email volunteer from last meeting however no response- still looking for options

**ACTION: Tara to contact Dorothy McCallion regarding contact for Stage Curtain Repair**

- Textbooks for intermediates - coming out of school budget- \$80- a piece, Monica requested if ordering math books if we could purchase the ones with the answers in the back it would be preferable. Mrs. Smith mentioned that they are looking at purchasing Science and Technology as the priority for grade 8 and History and Geography for grade 7.

#### **Agenda items for the next meeting:**

- Fundraising-ongoing
- Movie night
- Chapters night
- Skating event
- Constitution

- Purchasing goals- update

**Dates were set for future meetings and are as follows:**

- January 31, 2017
- March 7, 2017
- April 25, 2017
- **May/June - TBD**

**ACTION:** Kim to set agenda for January 31st meeting

**Closing**

Options for table at Parent/teacher interview night- including options for sample of Bradford poinsettia and centre pieces

Meeting Adjourned

The Good Shepherd Catholic School  
Purchasing Goals  
2016 - 2017

Item	Price	Quantity	Total	Budget
Chromebooks	\$360.80	20	\$8,154.08	
Horseshoe Table	\$259.90	4	\$1,039.60	
Student Desks	\$56.16	30	\$1,684.80	
Student Chairs	\$23.71	30	\$711.30	
iPad Cases (Ballistic Tough Jacket)	\$34.99	35	\$1,224.65	
iPad Cases (Big Grips)	\$67.79	35	\$2,372.65	
Projector Installation in the library	\$1,136.32	1	\$1,136.32	
Screen Mounting in the library 70 x 70"	\$68.99	1	\$68.99	
PM Benchmark Sets (36 titles ~ 1 copy each)	\$267.95	1	\$267.95	
Stand Up Desk	\$202.14	3	\$606.42	
Learning Carpet 10'9 x 13'	\$780.69	5	\$3,903.45	
School Shed Repair Quote	----	----	\$610.09	
Dot & Dash Robot	\$256.09	1	\$256.09	
Laminator Repair	----	----	\$800.00	School General
Sports Equipment	\$1,000.00	----	\$1,000.00	
Stage Curtain Repair				