

**ST. FRANCIS OF ASSISI CATHOLIC SECONDARY SCHOOL COUNCIL
MEETING MINUTES**

October 3, 2023
Learning Commons – 6:30 pm

IN ATTENDANCE:

Members: Monica Best, Tyler White, Ryan Sikkes, Kathleen Coventry, Shanon Cooper

School Administration: Alethea Wallace, Mia Ouellette

Secretary/Treasurer: Monica Lauer

	<u>ACTION</u>
1. <u>INTRODUCTIONS/ WELCOME TO GUESTS:</u> Monica B. called the meeting to order at 6:35 pm.	
2. <u>OPENING PRAYER:</u> Ryan provided a reflection.	
<p>3. <u>ADOPTION OF AGENDA</u></p> <p>Agenda for the meeting was previously distributed. Amendments proposed include:</p> <ul style="list-style-type: none"> • New Business – item #7 – will be discussed under ACSTA heading in Standing Reports. • Standing Reports - 6(d) and (g) will be added to the Principal’s report. • School Growth Plan item will be included under 6(a) going forward. • New Business items 6, 8, and 9 will be tabled to the next meeting. <p>MOTION: To approve the agenda as amended. Moved by Ryan, seconded by Shanon. All in favour.</p>	<i>Carried</i>
<p>4. <u>SPECIAL THANKS/ACKNOWLEDGEMENTS</u></p> <ul style="list-style-type: none"> • To our First Nation elder (Ruth Carroll) for attending our liturgy last Friday. • To Council for their willingness to assist with the feast spaghetti supper preparation tomorrow. • To Mia and teachers for holding the Grade 8 information session. It was noted that it did occur at the same time/date as the CEAY AGM so future planning will be needed to avoid a time conflict next year. 	
<p>5. <u>MINUTES FROM PREVIOUS MEETING</u></p> <p>Minutes of the meeting from September 5, 2023 were previously distributed. Amendment required to section 7 Old Business (b) – remove the wording which referred to the yoga program. Wording for this item now reads: “Alethea will meet with Administrators of the other two secondary schools to determine if they will all have a similar theme for flags flown during the school year. ACTION: Alethea to update council on a plan for the flags when prepared. ACTION: Council to consider flag ideas as well to bring to a future meeting.”</p> <p>MOTION: To approve the minutes of September 5, 2023 as amended. Moved by Kathleen, seconded by Tyler. All in favour.</p>	<i>Carried</i>
6. <u>STANDING REPORTS</u>	

<p>a. Principal/Vice-Principal:</p> <ul style="list-style-type: none"> • Principal’s report was provided at the meeting. Items of note included: <ul style="list-style-type: none"> – New section entitled “Field Trips” will now be added to the Principal’s report going forward. – Feast Day of St. Francis of Assisi is being held tomorrow in conjunction with school awards. – Grade 8 vision screening will take place in early October. – Thanksgiving Liturgy will be held tomorrow. – There is a contractor in the cafeteria, and meals will cost \$8.00. <p>b. CEAY: Annual General Meeting took place on September 27. Action plan and budget for the coming year was approved at the meeting. Subsequently, the new CEAY Executive moved a motion that councils discuss the need for greater understanding of what it means to say that our Yukon Catholic Schools are different and that this understanding is necessary to inform the decisions made in Yukon Catholic Schools. CEAY wishes to host a school council PD session on Nov 4 or 5 to provide this information. Council agreed that they were supportive of CEAY moving this event forward.</p> <p>c. Alberta Catholic School Trustees Association (ACSTA): Monica B. indicated that there is a possibility of taking an online course through Newman Theological College re: Certificate of Catholic Trusteeship. The course is \$90 and Monica has further information if anyone is interested.</p> <p>d. Graduation – Braided Journeys – Monica B. brought back an information package for Alethea on Braided Journeys when she attended the ACSTA meeting in Alberta.</p> <p>e. Secretary-Treasurer: Bank reconciliation to October 3 was distributed prior to the meeting. Monica L. indicated that the Department has not yet provided annual funds for council. The Transfer Payment Agreement was just sent to Monica, and she will obtain signatures and return to Lori Choquette as soon as possible. Funds will then be provided to council. As there are not sufficient funds to pay council tonight, Monica will provide everyone with funds at the next meeting.</p> <p>f. Student Government – Administration will speak with the new student government representatives to see if they can attend a future council meeting.</p> <p>g. Religious Education – No update available this evening.</p> <p>h. Additional Committees – No new information for other committees at this time.</p>	
<p>7. <u>OLD BUSINESS</u></p> <p>a. Hat Policy Teacher Survey – Mia shared the results of the survey with council. Discussion ensued.</p> <p>Motion: Council affirms keeping the hat rule at St. Francis of Assisi Catholic Secondary School. Moved by Ryan, seconded by Monica B. Vote was 4 to 1 in favour.</p> <p>ACTION: Ryan will speak with student government on behalf of school council.</p> <p>b. Code of Ethics for Council – Section listed on website for a code of ethics was a placeholder only. ACTION: Remove the heading on the website. ACTION: Monica L. to check previous council information to see if any reference made to the code of ethics document.</p>	<p><i>Motion carried</i></p> <p><i>Ryan</i></p> <p><i>Alethea / Monica L.</i></p>
<p>8. <u>NEW BUSINESS</u></p>	

<ol style="list-style-type: none"> 1. Our SCHOOL Survey – Administration previously provided council with the results of the school survey which were discussed. ACTION: Council to consider possible new question to submit for the next survey (due by February). 2. Linear Programming – Mia provided a presentation on rationale for using the linear programming model. ACTION: Council asked that Mia create a more parent-friendly version of this document, to be used at the Grade 7 parent night in future. Could also be added to the school handbook. 3. Letter to Minister re: Polarettes space – Draft letter was previously circulated to council. ACTION: Kathleen to make the suggested amendments to the letter, Ryan to review it and sign on behalf of council. He will send it to Superintendent Linda Lamers and Chris Hanlin, Director of Operations, in place of Minister McLean. 4. Planning Session – Council seeking to determine its goals for the school year. ACTION: A planning session will be held on November 30 at 6:30pm at the Learning Commons. ACTION: Ryan to contact Sister Edith Elder to see if she might be available to help council define its goals. 5. Support for youth-focused, faith-based activities – Kathleen proposed an idea of future youth events. ACTION: Alethea will check on possible retreats/events. Council also to consider potential activities for discussion at the next meeting. 6. Items 6, 8, 9 were tabled to a future meeting. Item 7 previously discussed. 7. Item 10 – Role of Chair – Council discussed the role of Chair but no decision was made at this time. 	<p style="text-align: right;"><i>All</i></p> <p style="text-align: right;"><i>Mia</i></p> <p style="text-align: right;"><i>Kathleen / Ryan</i></p> <p style="text-align: right;"><i>Ryan</i></p> <p style="text-align: right;"><i>All</i></p>
<p>9. <u>IN CAMERA</u></p> <p>Not required this evening.</p>	
<p>10. <u>ADJOURNMENT</u></p> <p>The next meeting will take place on November 7 at 6:30 pm in the Learning Commons.</p> <p>MOTION: Made by Monica B. for adjournment at 8:47 p.m. All in favour.</p>	<p style="text-align: right;"><i>Carried</i></p>