

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

*December 5, 2023
Learning Commons – 6:30 pm*

IN ATTENDANCE:

Members: Monica Best (Co-Chair), Ryan Sikkes (Co-Chair), Tyler White, Shanon Cooper

School Administration: Alethea Wallace, Mia Ouellette

Superintendent : Linda Lamers

Secretary/Treasurer: Monica Lauer

Guests : Jemimah FAMILONI (Social Justice Club)

	<u>ACTION</u>
<p>1. <u>INTRODUCTIONS/ WELCOME TO GUESTS:</u> Monica B. called the meeting to order at 6:35 pm.</p>	
<p>2. <u>OPENING PRAYER:</u> Ryan provided a reflection and prayer.</p>	
<p>3. <u>ADOPTION OF AGENDA</u> Agenda for the meeting was previously distributed.</p> <p>MOTION: To approve the agenda as amended. Moved by Tyler, seconded by Shanon. All in favour.</p>	<i>Carried</i>
<p>4. <u>SPECIAL THANKS/ACKNOWLEDGEMENTS</u></p> <ul style="list-style-type: none"> • Ryan – for the commitment and creativity of all classes in raising funds for the Share the Spirit campaign. • Monica – for a wonderful confirmation retreat that took place on the weekend and for all the community support. • Tyler – to all teachers who are endeavouring to make this season of Advent and Christmas a memorable and meaningful experience for all students. 	
<p>5. <u>MINUTES FROM PREVIOUS MEETING</u> Minutes of the meeting from November 7, 2023 were previously distributed.</p> <p>MOTION: To approve the minutes of November 7, 2023 as presented. Moved by Monica B, seconded by Tyler. All in favour.</p>	<i>Carried</i>
<p>6. <u>STANDING REPORTS</u></p> <ul style="list-style-type: none"> • Social Justice Club Request: This year, the Club wishes to focus on the topic of anti-racism through a project whereby some of the school walls will be decorated with messages/quotes of inclusion, kindness, and diversity. The Crime Prevention Fund can provide financial assistance for the project, but the Social Justice Club cannot apply directly to this fund and are asking if Council can apply on their behalf. It was also noted that Administration will have final say on the wording being posted within the school. 	

<p>MOTION: Council agrees sign the application on behalf of the Social Justice Club. Moved by Ryan, seconded by Tyler. All in favour.</p> <p>a. Principal/Vice Principal Report – Alethea previously circulated the principal’s report. Items of note included:</p> <ul style="list-style-type: none"> – Catholic PD Day Committee to be formed – theme will be reconciliation with indigenous peoples. – GSA students are promoting a movie night at CSSC Mercier. – Bulletin Boards – boards will rotate, be thematic, informational and education. New additions will be an athletic board, dedicated Catholic boards and club boards. – Developing a form for reporting racism/discrimination that students and staff can use. – On November 24, teachers participated in a workshop entitled “Let’s Talk About Race,” which links to the school growth plan. – Neuro-Sequential Model follow up – In response to a question posed at the last council meeting, Mia distributed a handout on NME and provided further information on how the model is used within the classroom. – Cultural Inclusion in the School – Administration distributed the “Cultural Inclusion Standards in Schools (2016)” document to council and provided an update on what steps it has undertaken to date within the school. ACTION: Administration to contact Cory Holway to see if he might be able to provide his presentation to SFoA staff on indigenous languages. – Gay/Straight Alliance Initiative – At the last meeting, Administration was asked what activities have been scheduled at the school with respect to the SOGI policy. Administration has contacted the leaders of the GSA and asked them to provide possible activity ideas. Administration will then provide this information to council. ACTION: Administration to provide once available. <p>b. CEAY – Executive meeting Dec 13: Next CEAY Executive meeting to take place on December 13. Several action items are ongoing – Ryan/Monica B working on preparing revised Communications Strategy; Monica reminded everyone that a bi-monthly Catechesis is taking place every other Friday at the parish; CEAY planning to organize a council orientation package.</p> <p>c. ACSTA – Orientation, Board meeting, AGM and Conference: Monica B attended the AGM and Conference and will attend a Board meeting tomorrow. The new President and Executive Director wish to visit Whitehorse. Monica will advise when they might be able to travel here. A catholic education symposium will be held in Edmonton on February 9-10 that is intended for Administrators, Religious Education Coordinators, and all teachers. ACTION: Monica B to circulate further details on the symposium when available.</p> <p>d. Secretary-Treasurer: Bank reconciliation to December 5, 2023, was distributed prior to the meeting.</p>	<p><i>Carried</i></p> <p><i>Alethea / Mia</i></p> <p><i>Alethea / Mia</i></p> <p><i>Monica B</i></p>
<p>7. OLD BUSINESS</p> <p>a. Gymnastics Space – Letter previously sent on behalf of Council to the Department regarding the Polarettes space. Response was received from the Department. Follow-up letter now required from council that indicates how the school wishes to use the space. ACTION: Council to review the two space proposals received from Administration and discuss at the January meeting. ACTION: Monica to add the discussion of proposals to the January meeting agenda so that a second letter to the Department can be drafted, outlining proposals for the space.</p>	<p><i>All Monica B</i></p>

<p>8. <u>NEW BUSINESS</u></p> <p>a. Parent Survey – Council would like to explore the idea of circulating a parent survey for St. Francis as well as perhaps all Catholic schools. Would like to move forward on this in the new year. Monica circulated a list of questions that were asked as part of the annual Alberta Catholic schools parent survey. ACTION: Monica to send information from Alberta Education what might be usable for an SFoA survey. ACTION: Linda to determine whether the Our School Survey Suite has a parental version of the current student survey used. ACTION: Ryan to send out link to BC learning survey questionnaire for council’s info.</p> <p>b. Policy/Clarification re: Handbook re: Semester program and missing more than a term – It was agreed that the policy will continue whereby if more than a semester is missed, a student must take a semester elsewhere. This also led to a further discussion about student attendance. ACTION: Administration to provide information for a discussion on student attendance at the school – to be added to the January meeting agenda.</p> <p>c. Discussion – Athletics and Suspensions – Administration seeking to clarify wording within the section of handbook dealing with athletics and suspensions from sports teams. ACTION: Administration will work on policy adjustments and present them to Council for their consideration at a future meeting.</p> <p>A further discussion also ensued concerning results of student academics. ACTION: Mia to contact Department data analytics team to option a data snapshot of school results.</p> <p>d. Cafeteria/food security issues – long term solutions – Given the increased costs of food supplies, and with meal costs capped at \$8.00, the contractor is unable to financially continue with providing the service. ACTION: Superintendent to look at possible alternative solutions for the cafeteria issue. ACTION: Monica B to keep this agenda item under Old Business for the January meeting.</p> <p>e. Gay Straight Alliance Initiative – Discussed under Principal’s Report.</p> <p>f. New Graduation Award – Administration seeking to create a new Catholic graduation award. ACTION: Council to draft a letter to the Episcopal Corporation, to discuss possible support for an award that is tied to Saint Francis and his works.</p> <p>Further discussion also ensued regarding the Catholic PD Fund. ACTION: Administration to provide an update on the status of the funds remaining in the Catholic PD Fund at the February meeting – Monica to add topic to February agenda.</p>	<p><i>Monica B Linda Ryan</i></p> <p><i>Alethea/Mia/ Monica B</i></p> <p><i>Alethea / Mia</i></p> <p><i>Mia</i></p> <p><i>Linda Monica B</i></p> <p><i>Council</i></p> <p><i>Mia / Monica B</i></p>
<p>9. <u>IN CAMERA</u></p> <p>In-camera session not required at the meeting.</p>	
<p>10. <u>CLOSING PRAYER AND ADJOURNMENT</u></p> <p>The next meeting will take place on January 9, 2024 at 6:30 pm in the Learning Commons.</p> <p>MOTION: Made by Ryan for adjournment at 8:55 p.m. All in favour.</p>	<p><i>Carried</i></p>