

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

*January 9, 2024
Learning Commons – 6:30 pm*

IN ATTENDANCE:

Members: Ryan Sikkes (Co-Chair), Shanon Cooper, Kathleen Coventry

School Administration: Alethea Wallace, Mia Ouellette

Secretary/Treasurer: Monica Lauer

	<u>ACTION</u>
<p>1. <u>INTRODUCTIONS/ WELCOME TO GUESTS:</u> Ryan called the meeting to order at 6:37 pm.</p>	
<p>2. <u>OPENING PRAYER:</u> Shanon provided a prayer.</p>	
<p>3. <u>ADOPTION OF AGENDA</u></p> <p>Agenda for the meeting was previously distributed.</p> <p>Additions to the agenda:</p> <ul style="list-style-type: none"> • Polarettes space – add to new business as 8e; • Student Attendance – deferred to February meeting – ACTION: Administration to provide information on attendance at that time • In Camera – required this evening. <p>ACTION: Going forward, any information under item 7(f) Religious Coordinator will be addressed within the Principal report unless the Coordinator wishes to attend a particular meeting. Remove this item from future agendas.</p> <p>MOTION: To approve the agenda as amended. Moved by Kathleen. All in favour.</p>	<p style="text-align: center;"><i>Monica B</i></p> <p style="text-align: center;"><i>Carried</i></p>
<p>4. <u>SPECIAL THANKS/ACKNOWLEDGEMENTS</u></p> <ul style="list-style-type: none"> • Craft Fair – thanks to everyone, especially Megan, Tanner and Sophia, for their work on the Grad Craft Fair – such a huge success and great community spirit. • Events before Christmas Break – to all teachers who hosted events including the gingerbread house making, talent show and Share the Spirit. And Father Slawek for leading the mass. • To Jody and Kim – for all their efforts in assisting the music students who performed at the Winter Nights concert. 	
<p>5. <u>MINUTES FROM PREVIOUS MEETING</u></p> <p>Minutes of the meeting from December 5, 2023 were previously distributed.</p> <p>MOTION: To approve the minutes of December 5, 2023 as presented. Moved by Shanon. All in favour.</p>	<p style="text-align: center;"><i>Carried</i></p>

<p>6. PRESENTATION REGARDING MUSIC PROGRAM – Jody Peters unavailable – deferred to a future meeting.</p>	
<p>7. STANDING REPORTS</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"> – PA System has not worked since Dec 13. This is a series issue in terms of health and safety reasons. There will be limited ability to communicate within the school until it is repaired. ACTION: Mia to advise Ryan by Friday, Jan 12 if it has not been repaired. – Family Resource Unit parenting sessions begin January 16. – Shrove Pancake Event – Feb 13 – Should council be available to assist with the event, please contact Alethea. – Literacy 12 Test Results – ACTION: Mia to provide result information to Council at the next meeting. <p>b. CEAY – A general meeting will be held this Thursday. Ongoing issues include:</p> <ul style="list-style-type: none"> – Negotiations with YG re: Memorandum of Agreement; – Communications Policy – Ryan and Monica working on this tomorrow; and, – Upcoming Council Elections and ability of teachers to vote for council members at their school. Discussion ensued. ACTION: Ryan to bring forward council comments this evening in support of teachers being able to vote. <p>c. ACSTA – Upcoming formation opportunities include a Symposium Feb 9-10, Blueprints April 30 to May 3 and SPICE April 25-28.</p> <p>d. Secretary-Treasurer – Bank reconciliation to January 9, 2024 was distributed prior to the meeting. General ledger balance amended (\$4,501.80), given that Monica Best did not attend this evening’s meeting.</p> <p>e. Student Government – Will be planning a cultural day on February 22 and a possible Valentine’s Day dance.</p> <p>f. Religious Education – As noted earlier under agenda item #3 Adoption of Agenda.</p>	<p><i>Mia / Ryan</i></p> <p><i>Mia</i></p> <p><i>Ryan</i></p>
<p>8. OLD BUSINESS</p> <p>a. Cafeteria – ACTION: Ryan to draft a letter to the Superintendent, requesting that a kitchen assistant be hired for the cafeteria through a management board submission. Ryan to circulate draft letter to council for review. ACTION: Mia to provide Ryan with further details for the letter.</p> <p>b. Sports policy – Mia met with the students and discussed a contract of behaviours required in order to continue in basketball. Kathleen raised the issue of our sports teams and how they embody the values of the Catholic school. Living Catholic values should be done through sports as much as in any other subject. Would like to see this in the School Handbook if possible. ACTION: Alethea to provide further at the next meeting.</p> <p>c. Parent survey – Further discussion. ACTION: Ryan to contact Superintendent re: use of Our School Survey suite and parental version of current student survey. ACTION: Council to review the Alberta & BC parent survey questions and choose their top 15. Council then to meet to discuss and finalize survey questions.</p> <p>d. New Graduation Award – ACTION: Ryan/Kathleen to draft letter to the Episcopal Corporation to discuss possible support for the award.</p>	<p><i>Ryan</i></p> <p><i>Mia</i></p> <p><i>Alethea</i></p> <p><i>Ryan</i></p> <p><i>All</i></p> <p><i>Kathleen / Ryan</i></p>

<p>e. Polarettes space – Reviewed the two proposals received from staff. ACTION: Kathleen to begin draft letter to the Minister and provide to Ryan for further review re: seeking a commitment that the school’s needs will be the priority in determining how the space will be used. Will also indicate school program needs. Ryan to provide draft to Superintendent and other council members for review prior to forwarding to Minister.</p>	<p><i>Kathleen / Ryan</i></p>
<p>9. <u>NEW BUSINESS</u></p> <p>No new business at this time.</p>	
<p>9. <u>IN CAMERA</u></p> <p>Motion made by Kathleen to enter in camera at 8:57 p.m. / council exited at 9:09 p.m.</p>	
<p>10. <u>CLOSING PRAYER AND ADJOURNMENT</u></p> <p>The next meeting will take place on February 6, 2024 at 6:30 pm in the Learning Commons.</p> <p>MOTION: Made by Ryan for adjournment at 9:10 p.m. All in favour.</p>	<p><i>Carried</i></p>