

**Vanier Catholic Secondary School Council**  
**Draft Minutes**  
**September 14, 2010**  
**7:30 pm**

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**Attendees:**

Paul Flaherty	Kathleen Avery
Lori Choquette	Ed Frison
Damien Burns	Ryan Sikkes
Dianne Tait	Mark Connell

**1. Opening Prayer**

The council opened with the Lord's Prayer.

**2. Adoption of Agenda**

The agenda was modified to include; e-mail from Andy Hureau, donations for school athletics and School Chapel. The modified agenda was Moved by Dianne, Seconded by Kathleen for adoption.

**3. Adoption of June 3rd, 2010 Minutes**

It was Moved by Lori, Seconded by Dianne to adopt the minutes as presented.

**4. Business Arising From the Minutes**

All business arising was covered in the various agenda items for the meeting.

**5. Principal's Report**

Ed reviewed the attached Principal's report. The Grade 8 orientation and BBQ was well attended and well received. Ed also reviewed events that have occurred, including the Catholic Teachers Retreat, and several that are approaching in the next few weeks for both staff and students.

Enrolment is approaching capacity, as there are only two remaining vacancies at the grade 8 level.

Ed also reviewed the dress code that has been established. This will be reviewed with students and sent out in the next school newsletter.

**6. Catholic Education Association of Yukon Update**

Lori participated in interviews for Superintendent Denis Gauthier's position.

Lori and the CEAY have agreed to assist with the Fall School Council Conference. They are advocating for a speaker on the ethical use of electronics in the school environment eg use of the technology, privacy implications etc.

**7. School Council Elections**

Members were reminded of the due date for submitting nominations. Nomination forms were made available at the meeting.

Paul has arranged for advertisements for potential School Councillors to be run in the Church bulletins and similar ads are being run in the Catholic School newsletters.

#### **8. School Growth Plan**

Ed discussed some of the themes that he would like to see pursued in the school growth plan process including; how do we take an individual and work with them to grow through to graduation, how do we grow staff and create pride in students.

Council participation in the process is important and as such the next school council will be requested to define representatives that will work with the school on the creation of the plan.

Lastly, Council encouraged Ed to ensure that students and their thoughts are included in the process.

#### **9. Other**

##### **AGM (September 29th)**

- A reminder that the AGMs of the Catholic Schools of Whitehorse and the CEAY will be jointly held on September 29th at 7:00 pm at Vanier. Ryan will include a note about the AGM in the September School Newsletter, Lori will arrange for ads in the newspaper and Paul will include in the Church bulletins.
- Dianne agreed to Chair the meeting as Vanier is the host school. Ryan will arrange for the food and Dianne will provide juice.
- Paul will arrange for the electronic distribution of all reports received by the weekend prior to the AGM.

##### **E-Mail from Mr. Hureau**

- Discussed Mr. Hureau's e-mail and agreed that it was not Council's role to unduly influence teachers with respect to their views on mining in the Yukon. Ryan ensured Council that the school provides a balanced approach to teaching about mining practices and ecological sustainability.

##### **Donations for School Athletics**

- Following a discussion on the need to replace some of the older school uniforms, it was Moved by Kathleen and Seconded by Dianne that Council would contribute \$2500 to the School to assist in making this happen.

##### **School Chapel**

- The next School Council will be encouraged to create a Building Advisory Committee with Administration and the Department of Education to plan for future capital projects including a School Chapel.

**Next meeting:** Tuesday November 16th

**Meeting was adjourned at 9:45pm**

**Vanier Catholic Secondary School Council**  
**Draft Minutes**  
**November 16, 2010**  
**7:30 pm**

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**Members Present:**

Paul Flaherty  
Dianne Tait  
Tracey Johnson  
Ed Frison  
Mark Connell

**Regrets:**

Damien Burns  
Lori Choquette  
Ryan Sikkes

**Guest:** Shari Worsfold

**1. Opening Prayer**

Council opened with the Lord's Prayer

**2. Adoption of Agenda**

It was Moved by Dianne, Seconded by Paul to adopt the agenda as presented.

**3. Adoption of September 14, 2010 Minutes**

It was Moved by Dianne, Seconded by Paul to adopt the minutes as presented.

**4. Business Arising From the Minutes**

Donations for School Athletics – Council made a partial payment of \$1000.00.  
Full payment will be made when the Department's contribution is received.

**5. Principal's Report**

Ed spoke to report attached.

Please email Ed so he has your correct email address.

School Growth Committee – Ed is requesting the participation of one Council member. He hopes to hold the first meeting before the Christmas Break.

**6. Catholic Education Association of Yukon Update**

Dianne noted a meeting of the joint councils and CEAY would typically take place in November. A discussion on the role and purpose of these meetings and CEAY took place. Paul to follow-up with Lori.

**7. School Growth Plan**

- Covered in Principal's report.

**6. Other**

- 'Fight Nights'

Ryan set out an email to council to address concerns raised in legislature and media. If issue comes to the forefront Council may want to address.

- **Vacant School Council Position**

Shari Wolsfold has indicated she is interested in joining Council. Paul will send letter to the Minister asking for her appointment. Shari needs to fill out school admission package.

- **School Councils Fall Conference**

Dianne to email invite to the Conference to Shari. Registration deadline is this Friday (18<sup>th</sup>). Thursday night's discussion will be on Councils roles, rights and responsibilities.

- **Smoking Cessation**

Council received a letter from Janet Clarke, teacher-librarian & co-facilitator of the Vanier Smoking Cessation Programme asked for \$40.00 to help cover the costs of lunch for those students attending the program, run over six to eight lunch time sessions. It was Moved by Dianne, Seconded by Paul to contribute \$40.00

- **Financial Update**

Tracey noted that the Department's annual contribution to Council has not been received yet. The Department let her know recently that the first and last pages from the financial report mailed in July were missing. A new package and a signed contribution agreement have been sent in so hopefully we'll receive our contribution soon. The balance before writing cheques for school athletics, grad gifts and French programming was \$5,171.00.

- **Building Advisory**

Ed is planning a meeting with the Department to discuss needed repairs/upgrades to the school. The 'wish list' includes many items including fixing the roof and building a chapel.

A suggestion was made to get CEAY, the Bishop, and the Building Advisory committee (to be created) together to raise the issue with the Department about future capital funding for Vanier.

- **Council Meeting Dates**

It was agreed meetings will be held the second Thursday of each month. Next meetings – December 9<sup>th</sup>, January 13<sup>th</sup>, February 3<sup>rd</sup>, March 10<sup>th</sup>, April 7<sup>th</sup>, May 12<sup>th</sup>, June 8<sup>th</sup>.

**Meeting adjourned at 9:45pm**

**Vanier Catholic Secondary School Council**  
**December 9, 2010**  
**7:30 pm**  
**Minutes**

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**Members Present:**

Paul Flaherty  
Lori Choquette  
Damien Burns  
Dianne Tait  
Ed Frison  
Shari Worsfold  
Tracey Johnson

**Regrets:**

Ryan Sikkes  
Mark Connell

**1. Opening Prayer**

The Council opened with the Lord's Prayer.

**2. Adoption of Agenda**

It was Moved by Dianne, seconded by Damien to approve the agenda as presented.

**3. Adoption of November 16, 2010 Minutes**

Tracey noted the bank balance on the minutes should be changed to \$4908.62. With that change, it was Moved by Dianne, Seconded by Paul to adopt the November 16<sup>th</sup> minutes.

**4. Business Arising From the Minutes**

We are still waiting for our contribution agreement funding. The Department reports it should be here next week, so next meeting Council will pay balance outstanding on school uniforms.

Shari and Dianne are the representatives on the school growth committee.

Fight Nights – our students are not involved however we will monitor the situation.

Shari's appointment still needs to be signed by the Minister to be official.

**5. Principal's Report**

See attached. Facilities and maintenance needs to be discussed in the new year.

**6. Catholic Education Association of Yukon Update**

Lori noted the meeting last week was productive. The Department wants CEAY to have a similar agreement as ASYCBC does so that regular funding can be available. The agreement would recognize that CEAY is made up of elected members of Catholic School Councils. **Each school would appoint, of those elected council members, the Executive of CEAY.** Its role would be to: lobby on behalf of the three Catholic schools, build consistency and community across the schools, and raise issues of concern with administration.

**7. Discussion on Data of Interest to School Council**

Council would like indicators or measures of how the school is doing overall.

Council and administration discussed some ideas: student success over 3 data points a year; success over time; discipline measures like suspensions; measures of how the middle percentage of students is changing over time; basic demographics.

Ed to bring some draft measures to the next meeting for discussion by Council.

**8. School Growth Plan**

Addressed in Principal's report. Survey data will be available for input in February. Lori mentioned that the department is looking for volunteers to review growth plans.

**9. Other**

- **School Councils Fall Conference**

To discuss next meeting.

Meeting adjourned at 10:10pm

Next Meeting: January 13th

School Council Meeting  
December 9, 2010  
Principal's Report

1. Staffing

- Tricia Lefebvre has been hired to replace Mr. Caudle during his leave from Jan. 4 through June 24. Tricia is currently a supply teacher in Whitehorse working as a Remedial Tutor at Porter Creek Secondary School.
- Daniel Timmerman will take over from Ms. Hart when she goes on leave from Feb. 28 – June 24. Daniel has a lot of experience with band instruction and is looking forward to the experience of working in the Yukon.
- Meghan Hajash is filling in for Nancy Beaulne as an Educational Assistant for January and February at Riverfront School. Nancy will be away completing her Education Degree.

2. Activities and Events

- All grade levels have now had their retreats. The experiences were well received and comments were all positive. Thanks to Mr. Connell and all the staff attending for organizing and delivering these very worthwhile events.
- Thanks to Mr. Sikkes for his work on Science Fair. We had approximately 75 grade 8 students participating showing almost 50 projects. The official press release is attached.
- Ms. Hart and her bands performed their Christmas Concert at the Yukon Arts Centre on Dec. 5. The students put on a spirited performance that was enjoyed by all.
- Share the Spirit is in full swing. There have been tons of activities to raise money for our target families. Everyone has been having fun and support and participation have been great.
- Activity Day – Dec. 17. The day begins with our Christmas Celebration and is followed by a variety of activities to raise funds for Torie Gerard. Schedule is attached.

3. Facilities and Maintenance

- On Dec. 3, Mr. Gord DeBryn came to the school to discuss pertinent upgrades and maintenance issues here at Vanier. We had a chance to walk around the building to see first-hand some of the issues facing us with the age of our building and the number of students attending. Needless to say, there are a few issues we would like addressed that, in our opinion, should not come out of our capital budget. The list below indicates some necessary and desired upgrades:
  1. Changes to a washroom to accommodate a handicapped student along with a private space to do physical therapy as required.
  2. Replacing the two main hanging basketball backboards with new glass backboards and supporting motorized lifts in the small gym.

This is to bring them up to modern standards and to ensure safety when used.

3. General upkeep and maintenance in the building, especially in the hallways where wear-and-tear is presenting safety concerns.
4. Upgrading/repairing the perennial issues around the air circulation system in the school and the roof drain/flooding problems with the existing sump pumps.
5. Modifying the mezzanine in the gym to accommodate two classrooms. This would allow designating a current classroom as a chapel.

#### 4. School Growth Committee

- The new committee met on Monday, Dec. 6 to review the growth planning process and examine the broad areas to set major goals. The committee will spearhead and facilitate the planning process by developing the broad goals, work with staff, students, and parents to identify specific action and maintenance plans, and find ways to generate data to measure the success of the plans. The first meeting went very well. Our first major task will be to generate a satisfaction survey targeting each stake-holder group. The survey will be web-based so tabulation of results will be fast and accurate. Data from the survey will assist us in identifying the areas of satisfaction and growth.

**Vanier Catholic Secondary School Council**  
**January 13, 2011**  
**7:30 pm**  
**Minutes**

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**Members Present:**

Paul Flaherty  
Lori Choquette  
Damien Burns  
Dianne Tait  
Ed Frison  
Ryan Sikkes  
Mark Connell  
Tracey Johnson

**Regrets:**

Shari Worsfold

- 1. Opening Prayer**  
Council opened with the Lord's Prayer.
- 2. Adoption of Agenda**  
With the addition to the agenda of Letter from MLA Darius Elias on sports drinks, the agenda was approved.
- 3. Adoption of December 9th, 2010 Minutes**  
Under CEAY report - Lori recommended changing "long term funding" to "regular" funding and adjusting suggested membership of CEAY to "all elected Catholic school Council members". With these adjustments, it was Moved by Damien, Seconded by Dianne to approve the December 9<sup>th</sup> minutes.
- 4. Business Arising From the Minutes**  
We have received our contribution agreement funding.  
  
Shari Worsfold's appointment is still waiting signing by the Minister.
- 5. Principal's Report**  
See attached report. Besides the activities outlined in his report, Ed noted the department has just granted approval for Vanier to hire another EA. This position will be posted tomorrow.
- 6. School Growth Plan**  
Council viewed survey on-line and gave feedback at meeting's end. The survey will be sent to the parish, students, and parents and the data used to develop the School Growth plan.

**7. Capital Funding for Building Improvements**

Several outstanding maintenance/capital projects are outlined in report attached. There are numerous work orders, some from October, still outstanding.

Work in progress:

- The small room in gym has been converted into a stretching room.
- Mr Tait's class is working on upgrading the basketball hoops in the small gym to bring them up to modern standards.
- Over the holidays work began on both the bleachers in the gym (but stopped) and the conversion of one washroom to make it wheelchair accessible.

Paul to call Gordon Lebrun to set up a building advisory council meeting.

**8. Catholic Education Association of Yukon Update**

CEAY funding agreement at department now. Format for CEAY needs to be discussed at upcoming joint council meeting. As the Education Department's Manager of Special Programs has been invited there may not be enough time review the mandate.

Mark to send an invitation to the Blueprints Conference (May 3<sup>rd</sup> to 6<sup>th</sup>) to all Councils. Three years ago the conference helped build and define the Catholic School Community and so Mark would like to encourage participation from each council and administration.

**9. Discussion on Data of Interest to School Council**

Council discussed the data presented on academic performance presented by administration. Based on the results of the data teaching or other strategies are adjusted. For example, the methods of transitioning Grade 7's into Grade 8 have changed recently.

The trend of boys minimally meeting standards in humanities appear to be growing. There was a discussion about the difficulties of gathering absenteeism data.

**10. Other**

- **Joint School Council Meeting January 27<sup>th</sup>**  
(discussed under CEAY)

- **Sports Energy Drinks**

Darius Elias sent Council a letter asking for our support to ban energy drinks from the school system. Vanier doesn't sell drinks and it was felt enforcing a ban would be difficult. As an alternative, it was suggested the current Health Promotions program "Drop the Pop" campaign be modified to create more awareness amongst the students of the possible negative

side effects of energy drinks. Paul to write back to support changes to the Drop the Pop program and/or other education rather than a ban.

- **Letter from Porter Creek Council**

Porter Creek School Council sent a letter asking if Vanier has an interest in creating a “B” team for Basketball/Volleyball. Administration said if there is enough kids turning up to play then Vanier does arrange for an additional coach (if possible) to support a B team. For example, last year we had Grade 12 A & B Basketball teams. Supporting B teams depends on both the numbers of kids coming out and the number of coaches. It was felt that the YSAA needs to offer coaching/referring clinics to make sure there were enough officials available for A & B teams.

Meeting adjourned at 10:00 pm

Next Meeting:        February 2<sup>nd</sup>  
                              March 10<sup>th</sup>  
                              April 14<sup>th</sup>  
                              May 12<sup>th</sup>  
                              June 14<sup>th</sup>

School Council Meeting  
January 13, 2011  
Principal's Report

1. Staffing

- Mr. Bill Willoughby is leaving at the end of Semester 1 as Mr. Sean McCarron is returning from his leave.
- Ms Katherine Tiede has been hired at 0.5 FTE as temporary office help until the end of March. This was done to accommodate the increase in office procedures caused by implementing YSIS.

2. Activities and Events

- Our Share the Spirit Campaign was very successful with 21 families receiving gifts. Thanks to Mr. Connell and the staff for the incredible effort.
- The fund raiser for Torie Gerard was also very successful with over \$6000 raised to support her educational goals. The Talent Show was amazing.
- Basketball season is underway, thanks to all the staff for donating their talents and time as coaches.
- Semester 1 ends on January 21 with Exam Week to follow. Semester 2 starts on January 31.
- Mrs. Perreault's class has formed a business called Crusader Recycling. They will be the sole corporation responsible for the management, collection, and disposal of all recyclables in the school.
- Hockey Day in Canada comes to Whitehorse this February with a planned school presentation by various celebrities on February 11 at 9:00 am.
- Vanier staff will be attending an all-day Professional Development activity on February 24. there will be no school for students that day.

3. Facilities and Maintenance

- The following items have been carried over from December's report so as to provide Council with a current update of progress made.
  1. Changes to a washroom to accommodate a handicapped student along with a private space to do physical therapy as required.
  2. Replacing the two main hanging basketball backboards with new glass backboards and supporting motorized lifts in the small gym. This is to bring them up to modern standards and to ensure safety when used.
  3. General upkeep and maintenance in the building, especially in the hallways where wear-and-tear is presenting safety concerns.
  4. Upgrading/repairing the perennial issues around the air circulation system in the school and the roof drain/flooding problems with the existing sump pumps.

5. Modifying the mezzanine in the gym to accommodate two classrooms. This would allow designating a current classroom as a chapel.
4. School Growth Committee
    - On-line school survey. The draft survey is complete. Council will hopefully complete the survey and provide feedback as necessary.
    - The finalized survey will be available for Parents/Community, Students, and Staff to complete by the end of February.
    - The SGC meets on January 17 to make final revisions.

**Vanier Catholic Secondary School Council**  
**February 2nd, 2011**  
**7:30 pm**  
**Minutes**

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**Members Present:**

Paul Flaherty  
Lori Choquette  
Damien Burns  
Dianne Tait  
Ed Frison  
Ryan Sikkes  
Mark Connell  
Tracey Johnson  
Shari Worsfold

**1. Opening Prayer**

Council opened with the Lord's Prayer.

**2. Adoption of Agenda**

It was Moved by Dianne, seconded by Damien to adopt the agenda as presented.

**3. Adoption of January 13<sup>th</sup>, 2011 Minutes**

Under Item 7, change minute to read "Mr. Tait's class has removed the old basketball hoops" only. They still need to be upgraded. Moved by Lori, Seconded by Dianne to approve the January minutes with this change.

**4. Business Arising From the Minutes**

Shari Worsfold's appointment has been signed by the Minister. Paul wrote back to PCSS and has received no further response. He will be contacting Gord LeBruyn and writing to Minister Elias soon.

**5. Principal's Report**

See attached report. Ed also passed out course offerings and enrollment numbers.

Paul noted Mike Wood will be attending next Council meeting to discuss staffing numbers and conduct the Principal's review. Paul to send out standard form for review by Council prior to meeting.

**6. School Growth Plan**

Ryan noted that Judy Arnold gave advice on school survey, which will be completed soon (see Principal's report). PLC discussions and professional development day will also contribute to school growth plan.

- 7. Catholic Education Association of Yukon Update**  
Paul, Lori, Mark, Dianne and Ed attended and the idea of rolling Joint Council meetings into CEAY meetings was discussed. CEAY will meet 12 times, 3 will be the membership of all the Councils. CEAY to set the agenda and minutes will be sent to all Councils each month. A workshop with the executive will be held to look at the proposed work-plan. Next CEAY all member meeting will be May 18<sup>th</sup> at Christ the King.
- 8. Review of Professional Learning Community (PLC) Discussion**  
Ryan passed out PLC Summary and gave an overview of PLC members and subject areas and discussed how they are developing learning outcomes by grade/subject area. Ultimately this will help with student transitions from one grade to the next.
- 9. Other**
- **Blueprints Conference May 3<sup>rd</sup> to 6<sup>th</sup>**  
Mark asked Council to send him an email by Monday the 7<sup>th</sup> indicating whether they can go to the conference or not. He plans to pursue funding sources soon so it would be helpful to know attendance.
  - **Relationships with Parents of Children from outside of Whitehorse** - Lori asked how we can encourage relationships between Council, Administration and parents of children from the communities outside of Whitehorse? It was felt this would help parents express concerns and improve the connection of the child to the community in Whitehorse. Admin to call Peter Cassidy.
  - **School Data of Interest** – Paul asked if next meeting the summary of school data include some indicators of success? Also, Council would like to know of issues arising from the mandatory Gr. 12 religion class.

Meeting adjourned at 9:15 pm

Next Meeting:

March 10th  
April 14<sup>th</sup>  
May 12th  
June 14th

School Council Meeting  
February 2, 2011  
Principal's Report

1. Staffing

- Ms Sophia Marnik has been hired as an EA for the remainder of this school year. Her duties involve general assistance to a variety of students from all grades.

2. Activities and Events

- Semester 2 is underway. A list of program offerings for Grades 10 – 12 is attached. Grades 8 & 9 are continuing with the full slate of core subjects and electives as last semester. Our enrollment summary is also attached.
- Hockey Day in Canada comes to Whitehorse this February with a planned school presentation by various celebrities on February 11 at 9:00 am. Our school has a number of events planned for the week leading up to this presentation. As this is somewhat of a competition between the 3 high schools, we hope our school spirit will win the day.
- Vanier staff will be attending an all-day Professional Development activity on February 24. There will be no school for students that day. Staff will be involved in a variety of activities designed to build a closer team mentality and interdependence. We will also be discussing how the staff sees our school's strengths and weaknesses and how a closer-knit staff can lead change.
- Basketball season is heating up with lots of action at all grade levels. Thanks to all the staff for giving their time and talents as coaches.
- Mrs. LaLonde, Mr. Timmerman, Ms Greve, and Mr. Hale will be producing this year's theatrical production of "*Bye, Bye Birdie*". Afternoon rehearsal performances will be held the afternoon of April 19 for our 2 elementary schools and April 20 for VCSS. Evening performances will be on April 20 & 21.
- The Psychology 12 class had Sean Hopkins in as a guest speaker to present about Suicide Aware. This was a 2 hour workshop on how to recognize symptoms and how to talk to your friends about getting help.
- **Our cell phone and music player policy has changed somewhat. We are allowing students to use their phones for texting and music players during breaks. However, phone calls are still prohibited in school. We also will be piloting school-wide wireless internet access to students. Students will be able to access the network through one device only, which they will have to register at the office in order for it to work.**

4. School Growth Committee

- The SGC met on Jan. 17 to finalize our survey. Judy Arnold was able to attend and give advice. The final version is now ready to go. All our students and staff will complete the survey throughout the week of Feb. 7 – 11. We will allow access for Parents beginning Feb. 11 and ending Feb 18. Notification will be sent home with the students and as an inclusion in the report cards. Analysis of the data will follow.

**Vanier Catholic Secondary School Council**  
**March 10, 2011**  
**7:30 pm**  
**Draft Minutes**

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**Members Present:**

Paul Flaherty  
Lori Choquette  
Damien Burns  
Shari Worsfold  
Dianne Tait  
Ed Frison  
Ryan Sikkes  
Mark Connell  
Tracey Johnson

**Guest:**

Mike Woods

**1. Opening Prayer**

Council opened with the Lord's Prayer.

**2. Adoption of Agenda**

It was Moved by Dianne, seconded by Damien to adopt the agenda.

**3. Adoption of February 2nd, 2011 Minutes**

Minutes to note the date for the CEAY all member meeting will be May 18<sup>th</sup> and the planning meeting was held in February. It was Moved by Dianne, Seconded by Lori to approve the February minutes.

**4. Business Arising From the Minutes**

Ed and Paul met with Gord LeBruyn (see Principal's report) and Paul will be writing MLA Elias.

Lori and Damien will be attending the Blueprints conference.

**5. Principal's Report**

Ed reviewed attached report. Gord LeBruyn, Ed and Paul will meet next on April 5<sup>th</sup>.

**6. School Growth Plan**

The priorities from the data/discussions at PLCs, the survey, and the professional development are being analyzed and will be discussed next meeting.

**7. Catholic Education Association of Yukon Update**

Lori reported CEAY executive will be meeting monthly. At the February meeting it was decided CEAY will sponsor 10 people to go to the

Blueprints conference - the Senior Religious co-ordinator, five other administrators, and 4 CEAY/Council members.

CEAY also received a thank you from Holy Family for CEAY's recent support for the Holy Family student and the school.

On March 29<sup>th</sup> Dr. Paula Pasquali will be reporting on the results of a Health & Wellness survey of Yukon Grade 6 to 10 students. She is also speaking at the School Council Conference April 14<sup>th</sup>-16<sup>th</sup>.

## **8. Secondary School Advisory Committee Update**

Paul, Ed, and Mike received update.

The grad requirements and the flexibility in the way students meet those requirements as well as the options for Grade 12 students to choose to write either a B.C.P. exam or class final were discussed.

A recent exit survey of student drop-outs indicates that 34% were leaving due to lack of engagement. Also 42% of graduates and non-graduates alike would like a course on how to succeed in high school.

A community school tour has been planned and Vanier administration will be on the tour.

Thursday April 14<sup>th</sup> is the Department's open house, during Education week. The Educational Summit will be April 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup> (right before the spring conference).

There are no plans to increase the size of the experiential programs; however there are plans to increase the amount of experiential programming in regular classes.

Next meeting of the advisory committee will be in May.

## **9. Grade 8 & 9 Religion**

(Discussed in Principal's report). Administration is seeking to change Religion 8 & 9 from a part-time semester course to a full linear program., which could require additional religion teachers for those grades.

## **10. Other - Proposed 2011/2012 School Calendar Change**

The draft calendar was discussed and Council prefers to eliminate the Friday on Thanksgiving weekend as a school closed day.

## **11. Principal Evaluation**

The regular meeting was adjourned at 9:10 pm so Council could discuss the Principal Evaluation with Mike Woods. Council adjourned at 9:55pm.

**Next Meeting:**

April 12<sup>th</sup>  
May 12<sup>th</sup>  
June 14<sup>th</sup>

School Council Meeting  
March 10, 2011  
Principal's Report

1. Staffing

- Mr. Gary Lachance has resigned as an Educational Assistant as of Friday, March 4. His replacement will be Natalie Mumford. Natalie is a certified teacher who has worked at Vanier as a substitute teacher this year. Her duties will involve general assistance to a variety of students from all grades.
- The staffing allocation has been provided for next year. Our current allotment is 31.5 FTE while next year will see us with a 0.9 FTE increase to put us at 32.4 FTE. This is based on a projected enrolment of 444 students.

2. Activities and Events

- Interim reports went out on Tuesday, March 8.
- Basketball season has wrapped up. Thanks you to all coaches for their time and talents to make another successful sports season.
- Our school participated in the kick-off to the Arctic Winter Games by parading as a whole to the gym and singing the official song being made into a traveling music video.
- We had an Ash Wednesday Celebration with distribution of ashes. Very well done. Thanks to Mark and Fr. Claude for organizing and leading the celebration.
- February 24, the staff participated in a professional development day. The theme of the day was "Team Building" with the target of producing a list of goals for our School Growth Plan. The staff was very professional in their deliberations and were enthusiastic participants in the process. We had to carry over our final discernment of 3 main goals to a staff meeting which was held on March 9. The goals, with accompanying action plans, are being edited and polished. These goals, along with those contributed by the PLC groups and those resulting from our satisfaction survey, will constitute our School Growth Plan. The Plan will provide a working framework to address short and long-term goals. The participation of all the staff and Council members has been exemplary.
- Vanier will host Thinkfast starting on April 1. Thanks to Mark Connell for organizing.
- March 28 – April 1, Vanier will host a variety of guest speakers for "Passion With A Purpose Week". The speakers will speak on topics with a Social Justice focus.

4. School Growth Committee

- Results of the satisfaction survey are included as are the goals the SGP committee discerned.

5. Facilities

- Gord DeBruynn met with Paul, Ryan, and me on March 8 to look at the necessary and desired capital upgrades to the school. Please refer to attachment.

6. Timetabling and Course Options

- We are currently looking at ways to change Religion 8 & 9 from a part-time semestered course to a full linear program. The course is designed to be a full time program but the challenge will be to increase time for Religion but not lose out on elective offerings for students.



**Vanier Catholic Secondary School Council**  
**April 12, 2011**  
**7:30 pm**  
**Draft Minutes**

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**Members Present:**

Paul Flaherty	Damien Burns
Shari Worsfold	Dianne Tait
Ed Frison	Ryan Sikkes

**1. Opening Prayer**

Council opened with the Lord's Prayer.

**2. Adoption of Agenda**

A discussion about graduation gifts was added to the agenda. It was Moved by Dianne, seconded by Shari to adopt the agenda.

**3. Adoption of March 10, 2011 Minutes**

Minutes modified to note that Dianne will be attending Blueprints not Damien. It was Moved by Damien, Seconded by Dianne to approve the March minutes.

**4. Business Arising From the Minutes**

April 5th meeting with Gord LeBruyn did not occur as he was still exploring options. Gord is to advise when he will be ready to meet.

**5. Principal's Report**

Ed reviewed attached report including Grade 7 - 8 Transition dates.

Ed also reviewed the draft staffing for 2011/12.

Ryan confirmed at the meeting that our proposal to adjust the proposed change to the 2011/12 school calendar was not accepted.

It was also reported that Ryan would be meeting with Arctic Winter Games, the City of Whitehorse and the Department of Education officials to discuss concerns that Administration have regarding the use of Vanier facilities during the 2012 Arctic Winter Games.

**6. School Growth Plan**

The plan has incorporated input from the Professional Learning Committees, parents, students and staff. The preliminary goals were reviewed and the next step is to develop measurable objectives and then actions to achieve the objectives.

The goal is to have the plan completed by the end of May.

**7. Catholic Education Association of Yukon Update**

Unfortunately, Dr. Paula Pasquali was unable to report on the results of the Health & Wellness survey of Yukon Grade 6 to 10 students as the study hadn't been released.

Jennifer England is going to facilitate discussions on where the vision of Catholic Education and the CEAY will go.

Council was reminded of the upcoming Joint CEAY meeting scheduled for May 18th at 7:00 pm at Christ the King Elementary School.

**8. Grade 8 & 9 Religion & Course Changes**

(Discussed in Principal's report). Plan is to adopt full year religion for Grade 8 in 2011/12 and Grade 8 & 9 in 2012/13.

In addition, a new transition program (to be named) will be offered for Grade 8's in 2011/12 that will include infotech knowledge, organization and skills, how to manage time, how to write an exam and study strategies. The plan will be to evaluate the success of this course in April 2012 with the goal of offering it in both Grade 8 & 9 in 2012/13. The current three hours/week currently offered for electives will be reduced to 2 hours/week and the other hour will be used for the transition program. In addition, 1 hour/week of different club activity will be available to the students with different clubs meeting each day of the week.

Grade 8 & 9 English & Social Studies will be combined into one 6 hour/week Humanities program. In addition, Grade 8 Science and Math will be taught by the same teacher to each grouping of students covering 6 hours/week.

**9. Spring School Conference**

Council members discussed the School Council conference planned for April 14th to 16th.

**10. Graduation Gifts**

Ryan proposed that School Council consider supporting graduation in a new way for 2011. He requested that School Council consider contributing to the creation of a new enhanced diploma and cover.

It was Moved by Dianne, seconded by Damien to provide \$1000 towards assisting in the production of a new enhanced diploma and cover as School Council's contribution to the 2011 graduation.

**Next Meeting:**

May 12th  
June 14th

School Council Meeting  
April 12, 2011  
Principal's Report

1. Staffing

- Please see the attached draft staffing plan for 2011-12. (Handed out at the meeting)
- We are hoping to have up to 6 Student Practicum students from St. Mary's University in Calgary complete their first 8 week requirement this Fall.

2. Activities and Events

- Grade 9's have attended the PARTY program at the hospital. This gives them first-hand exposure to trauma cases.
- Mid-Term exams are happening this week. Term 4 starts on Monday, April 18<sup>th</sup>.
- There will be a Spirit Rally on Monday, April 18<sup>th</sup> at 11:00. The event will highlight all the successes our students and staff have had over the year. This includes individual as well as team sports, musical accomplishments, dance, drama, etc. You are welcome to attend.
- We will gather for Stations of the Cross on Thursday, April 21 at 11:00. Please feel free to attend.
- Our school production of "Bye Bye Birdie" begins on April 26 with an afternoon performance for the Elementary schools. Our school performance is on the 27<sup>th</sup> with the two evening performances on April 27 and 28<sup>th</sup>.

3. School Planning

- Course selections have been completed for the majority of our Grade 8 – 12 students. The Grade 7's will work with Mr. Sikkes completing theirs in the next couple of weeks.
- Mr. Sikkes has set up several meetings with the grade 7's at HFES and CKES to work on transitioning the students to Vanier. Please see attached schedule. Ryan will also be traveling out to Teslin to meet with the students and staff there.
- We have not yet heard if the school year calendar has been modified according to the request submitted by Mr. Flaherty.

4. School Growth Committee

- The committee met on April 11<sup>th</sup> to write a draft of the growth plan goals.

5. Facilities

- We are still waiting for Gord DeBruynn to let us know what projects will be undertaken this summer.

6. Timetabling and Course Options

- To accommodate the growth of Religion at the Grade 8 and 9 levels, we will phase in the full linear program starting with Grade 8 next year and the Grade 9's the following. This creates some difficulty for us in timetabling but we have made the following changes.
  1. Grade 8 students will have to choose their electives according to interest grouping. This will allow us not only to expand Religious instruction, but introduce a new course we developed called Skills 8. Electives will be grouped as: HomeEc/Industrial Arts; Art/Drama; Band. Students will have to choose one of these groups for the year.

## Grade 7 - 8 Transition Dates 2011

Introductory visit to Gr. 7 class

HFES Monday, April 11, 1 p.m.

CKES Tuesday, April 12, 1 p.m.

Course selection visit to Gr.7 classes

HFES Monday, April 25, 1 p.m.

CKES Tuesday, April 26, 1 p.m.

Admin/LAT/Gr. 7 teachers meet for anecdotal notes and homeroom comp.

HFES Monday, May 9, 1 p.m.

CKES Tuesday, May 10, 1 p.m.

Gr. 8 Ambassadors visit Gr. 7 classes

HFES Monday, May 30, 1 p.m.

CKES Tuesday, May 31, 1 p.m.

Parent information night @ VCS

Thursday, June 2, 7 p.m.

Gr. 7 retreat facilitated by VCS students

Monday, June 6, all day

Gr. 7 visit and school tours

Wednesday, June 8, 12:30 – 2:30 p.m.

Parent information night @ VCS (same as June 2 for parents who missed it)

Monday, August 29, 7 p.m.

Gr. 8 Orientation Day

Tuesday, August 30, 12-3 p.m.

1st Day of School

Wednesday, August 31

**Vanier Catholic Secondary School Council**  
**June 14, 2011**  
**7:30 pm**  
**Draft Minutes**

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**Members Present:**

Paul Flaherty  
Dianne Tait  
Shari Worsfold  
Lori Choquette  
Ed Frisson  
Tracey Johnson

**Regrets:**

Damien Burns  
Ryan Sikkes  
Mark Connell

**Guest:**

Lisa Turner, Department of Education

**1. Opening Prayer**

Council opened with the Lord's Prayer.

**Adoption of Agenda**

It was Moved by Lori, Seconded by Dianne to adopt the agenda as presented.

**3. Adoption of May 12, 2011 Minutes**

There is a typo on page 2 – it should be Department of Health (not Wealth). With that correction Shari Moved and Dianne Seconded the motion to approve the minutes.

**4. Business Arising From the Minutes**

No business arising.

**5. Apprenticeship Initiatives**

Lisa Turner of Secondary School Apprenticeship, Department of Education, presented a few proposed programs aimed at promoting and supporting apprenticeship and trades as a choice for students. She reviewed the materials and how they were meant to be integrated into current curriculum. In order for the programs to take place they will need funding from Management Board. Council and Administration suggested the programs could also be supported through partnerships with the College and Chamber of Commerce.

**6. Principal's Report**

Ed presented the monthly report and a staffing report. Next school year the EA support has been reduced and Vanier will also have lost one administrative assistant position. Council to write a letter expressing our concerns.

### **Vice Principal Recruitment**

Ed reported that three people were interviewed for the post by himself, Bishop Gordon, and Lori Choquette. They decided that the role would be shared by Katrina Brogden and Lina Radziunas. Each will work as the Vice Principal fifty percent of the time and as counsellor the other fifty percent of the time.

### **Capital Projects**

Vanier has not been included on the list for Capital projects. Mike Woods is aware and said he would look into the situation.

Ed reported that a 500 gallon heating oil drum leaked a month ago under the portable used for the Science classrooms. An environmental assessment took place and the school cannot use the classroom until the contaminated soil has been replaced. Action on replacing the soil has been slow.

Paul to follow-up with Mike on the projects and write a letter to Christie if necessary.

### **7. School Growth Plan**

The finalized plan was distributed for Council's review. The Evaluation Committees for School Growth plans are currently being set up. When finalized they will want to meet with Vanier's PLC committees, the staff, students, and School Council during the (approximately) last week of September.

### **8. Catholic Education Association of Yukon Update**

The meeting scheduled for May 31<sup>st</sup> was postponed until fall as May 31<sup>st</sup> was also the date for Sister Shelly's farewell. Lori noted that CEAY will have to pass a motion in the fall to change the date of the financials to coincide with the reporting cycle of school councils. The CEAY AGM will likely be the week of September 26<sup>th</sup>

### **9. Other**

#### **• School Discipline Policies and Practices**

Ed presented a booklet outlining Vanier's discipline policy. This booklet is distributed to students and parents in Grade 8. After discussion, it was suggested that Ed draft a principles-based policy for review by Council.

#### **• Meeting Dates**

Council will meet these dates in fall 2011:

September 14

October 5

November 16th

December 7<sup>th</sup>

The meeting adjourned at 11:00pm

