

VANIER CATHOLIC SECONDARY SCHOOL COUNCIL
Wed., Sept 16th, 2013 - VCSS Library – 7:30pm

Meeting Minutes

ATTENDANCE:

Members:

Paul Flaherty (Chair)
 John Berg
 James Mooney
 Terry Prenoslo
 Dianne Tait

Secretary/Treasurer:

Yolande Cherepak

School Administration:

Ryan Sikkes
 Kyle Janzen

Guests/Parents:

Albert Trask – Yukon Education
 Lori Choquette – Yukon Education
 Cynthia ~~Matechuk~~ Matichak
 Nancy Thompson – CBC Reporter
 Tjieske Van der Eide

Marguerite Kuiack
 Sandra Orban
 Remie Cherepak
 Naomi Blindheim
 Leona Kains

SUBJECT:

ACTION

1. OPENING PRAYER

Chair Paul Flaherty opened the meeting with a prayer, the Our Father

2.ADOPTION OF AGENDA

Motion to approve the agenda with the following additions: Student Awards and Scholarships, Hiring of Principal, Guest Comments or Questions at End of Meeting.

Moved by: John Berg **Seconded by:** James Mooney All in favour.

**Motion
Carried**

3.ADOPTION OF PREVIOUS MEETING MINUTES (June 13, 2013)

The minutes of the June meeting were reviewed. One amendment was made (addition of a period after the word ‘help’)

Motion to approve minutes as amended.

Moved by: Terry Prenoslo **Seconded by:** James Mooney All in favour.

**Motion
Carried**

At this time, there was a discussion about the use of the term “in camera”, about guest presenters, as well as parent involvement in meetings.

4.BUSINESS ARISING FROM MINUTES

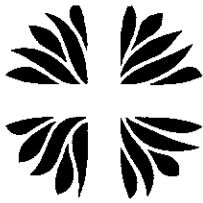
None

5.GUESTS

- **Leona Kains** is a parent of a Vanier student. She was inquiring about the removal of the Grade 12 bench and its possible return. The Principal gave the history of the bench and said he would be open to returning it if a suitable location became available.

<ul style="list-style-type: none"> • Albert Trask is the current Yukon Education Assistant Deputy Minister, as well as Superintendent of the three Catholic schools. He gave a summary of his education and work experience, as well as his current activities in his present position. 	
<p>6.PRINCIPAL’S REPORT Principal Ryan Sikkes highlighted items from the Principal’s Report (attached) with the following additional comments:</p> <ul style="list-style-type: none"> • There are now two scheduled staff meetings a week: Monday and Friday mornings • The facilitator, Lyn Hartley, has recommended that her services are not needed at Vanier for the Sept 20th PD day, but she will assist in the future if the need arises. 	
<p>7.CEAY UPDATE</p> <ul style="list-style-type: none"> • Katie Shewfelt will be retiring as secretary/treasurer after the AGM. • The ACSTA has been contacted about membership and CEAY will hear back in November. • The One Heart combined public meeting on October 3rd was agreed to by all three councils. • The Executive Director is representing the CEAY on Yukon Education’s Anti-bullying Steering Committee and on the Policy Advisory Committee. • Two events are being planned: Cat Chat and Jesse Manibusan. 	
<p>8.SCHOOL GROWTH PLAN (SGP) The SGP process will start over beginning with gathering feedback again from the Catholic school community (students, staff, parents, parish), and will likely focus on a single goal.</p> <p>ACTION ITEM: School administration will draft a plan for next council meeting to address the process for this year’s SGP.</p>	<p><i>School Admin</i></p>
<p>9.OTHER</p> <p>a) Financial Update Yolande presented the following report:</p> <ul style="list-style-type: none"> - The bank balance as of September 16th, 2013 is \$2073.56. The closing ledger balance is \$1109.63 which includes anticipated cheques for honorariums and Vanier BBQ. - Council should be receiving the Yukon Ed grant by mid-October. 	
<p>b) AGM – Monday, September 23rd The Joint Council AGM will be at 7pm in the Vanier Cafeteria. The councils’ end-of-the-year financial statements are presented during the AGM, but they are approved at the Department level when they are submitted in July.</p>	
<p>c) October 3rd Public Meeting The three school council chairs have agreed to a joint One Heart public meeting on October 3rd. This meeting will be the same format as the previous public meeting. The process for collecting feedback and reviewing was summarized.</p> <p>There was a discussion about the comments on the website being confidential. In this case, ‘confidential’ means ‘not posted for public viewing’ as opposed to ‘anonymous’.</p> <p>The goal is to gather input and provide the comments to the Episcopal Corporation by October 25th.</p>	

<p>ACTION ITEM: The Chair will check in with Yukon Education to clarify their involvement in the review of the feedback.</p>	<p><i>Paul</i></p>
<p>d) Student Awards and Scholarships John Berg brought to Council’s attention that two scholarships were not given out last June at Vanier.</p> <p>There was discussion about why they weren’t awarded. Administration informed Council that information about the Elks Award was not received by the school last year and that the McLachlan bursary is no longer being offered at Vanier.</p> <p>ACTION ITEM: Administration will contact the Elks to see if their award was offered to schools last year.</p>	<p><i>School Admin</i></p>
<p>e) Hiring of Principal There was a discussion about the process for hiring a principal, including the role of staff in providing input for evaluation of an existing principal. The Chair noted that in the case of an existing principal, staff members have the opportunity to provide input through the review process conducted by the Superintendent. This was confirmed by Albert Trask.</p> <p>The Vanier principal recruitment process for 2013/14 will be launched in the first quarter of 2014 in order to increase the pool of candidates applying.</p>	
<p>f) Guests Presenters Continuation of previous discussion about guest presenters.</p> <p>Motion: Should a guest presenter spot be vacant at a meeting, a guest currently in attendance at the meeting may occupy that spot providing they introduce their topic and expected outcome; and in addition, a fifteen minute Guest Question/Comment item will be added to the agenda so that guests may make comments or ask questions.</p> <p>Moved by: James Mooney Seconded by: John Berg All in favour.</p> <p>Administration requested School Council ensure that parents/guests follow the dispute resolution model by raising concerns with School Administration prior to approaching School Council.</p>	<p>Motion Carried</p>
<p>10.GUESTS COMMENTS Ms. Martychuk Matichuk inquired about the religious education curriculum being posted on the school website. The religious education scope and sequence is currently on the CEAY website.</p> <p>ACTION ITEM: Administration will provide a link to the document through the Vanier website.</p>	<p><i>School Admin</i></p>
<p>11.ADJOURNMENT Meeting adjourned at 9:45pm.</p>	



Vanier Catholic Secondary

16 Duke Road, Whitehorse, YT Y1A 4M2
Phone: (867) 667-5901 Fax: (867) 393-6370
www.vcss.ca

Ryan Sikkes, *Principal*

Kyle Janzen, *Vice-Principal*

School Council Meeting September 16, 2013 Principal's Report

1. Enrolment as of September 16, 2013

- Enrolment by grade:
 1. Grade 8 – 60 (last year = 72)
 2. Grade 9 – 66 (last year = 79)
 3. Grade 10 – 73 (last year = 70)
 4. Grade 11 – 74 (last year = 79)
 5. Grade 12 – 82 (last year = 75)
 6. Ungraded – 15 (last year = 25)
- Total – 370 (last year = 400)

(Class Size Maximums: Grades 8 & 9 – 26; Grades 10-12 – 28)

2. Staffing

- See attached Staff List
- Total Teacher FTE Count = 35.0
 - VCSS = 32.0
 - Shared Resource = 3.0
- Total EA/RT Count = 8.5
 - VCSS = 5.5
 - Shared Resource = 3.0

3. Activities and Events

- See attached calendar

4. School Growth Plan

- The School Growth Plan will be revised this year in preparation for next year's external review. Consultation will take place with the school community (students, parents, staff and parish community) to help inform our growth plan.
- Best practices in other Yukon Schools seem to indicate that single goal growth plans are the most effective.

5. Assessment and Evaluation

- Working with staff this year to ensure that our assessment practices are research based and effective in helping students improve learning rather than simply being a "number".

6. Facilities

- Several classrooms had flooring replaced.
 - Other minor repairs
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**Vanier Catholic Secondary School
Staff Directory 2013-2014**

16-Sep-13

ADMINISTRATION

Ryan Sikkes	303-V	Principal
Kyle Janzen	304-V	Vice-Principal
Mia Richard	305-V	Counsellor
Luke LeClair	307-V	Religious Education Coordinator
Barb Bergsma	306-V	Senior LAT/Skills / Wilson

TEACHING STAFF

	Phone	Major Assignment	Homeroom #	Room #
Denise Chisholm	209	Math/Leadership/Family St./Art		9
Janet Clarke	208	Library/French		8
Mark Connell	205	Religion 8-12/Philosophy	1102	5
Ben Craigen	217	Physics/Science	1202	17
Jud Deuling	216	Social Studies/History/Civics/Law	1201	16
Julia Doetsch	227	Home Economics/Foods/Textiles		27/29
Dagmar Ferris	221	Chemistry/Science/Math	1103	21
Mike Gallant	204	Biology/Science		4
Dominic Gibson	244	Religion		44
Sylvie Hamel	214	French / Spanish	1101	14
Kim Hart	223	Band/Choir/Music		23
Caroline Holway	218	Mathematics	1001	18
Stefans Jackson	242	Globe/Work Experience/Skills/Science		42
David Kanary	226	Art, Humanities 8/9/Info Tech	801	26
Marcia LaLonde	231	English/Socials/ Theatre Production	1003	31
Jane Londero	241	Geology/Mathematics/Geography	901	41
Sean McCarron	212	English/Drama/Grad Transitions	1203	12
Paula Mott	207	Math/Science	802	7
Sylvie Ouimet	222	French		22
Penny Perreault	201	Life Skills Class		1
Tamara Schaefer	208	Humanities/Library	803	Lib. Conf. Rm.
Dustin Shewfelt	246	PE/Outdoor Ec./Yukon Outdoors		Sm. Gym
Carrie Spence	211	Humanities/Planning 10	902	11
Dwayne Stoker	247	Physical Education/Athletic Director		Lg. Gym
Roslyn Tait	203-V	Skills / Learning Assistance		3
Russ Tait	230	Industrial Arts/Construction/Mechanics		28/30
Dave Thomson	236	Socials/PE/Fitness	1002	Back Office
Maria Trainor	220	Humanities 9 /Religion 8-12	903	20
Bill Willoughby	243	ELL/Essentials Humanities 8		43/Library

Chaplain

Fr. Kieran Kilcommons	Chaplain
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Administrative Assistants

	301	Office Administrator
Anilee Ault	302	Finance/Secretarial
Cheryl Peters	300-V	Secretarial

Support Staff

Sherry Bonham	208	Library Assistant	Library	6
Kathleen Hare	201	Educational Assistant	Shared Resource	1
Jane Jacobs		Educational Assistant 0.5 FTE	Vanier LA	3
Sophia Marnik		Educational Assistant	Vanier LA	3
Jason McArthur		Educational Assistant	Vanier LA	3
Terri Park		Remedial Tutor	Vanier LA	3
Ada Rienks		Remedial Tutor	Vanier LA	3
Jane Storey		Educational Assistant	Vanier LA	3
Lynda Zakarow	201	Educational Assistant	Shared Resource	1

Riverfront School

Richard Johnson	667-3756	Teacher	Shared Resource	501 Taylor
Lauren Wallingham	667-3756	Educational Assistant	Shared Resource	501 Taylor

Education Outreach/YAC

Margi Paszkowski	334-3629	YOF/501 Taylor	YOF/501 Taylor	501 Taylor
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Other Numbers

Custodial Office	313	Mezzanine	248
Cafeteria	232	Back Office	310
Caf. Kitchen	314-V	Staff Room	308 / 309
Student Phone	312	Photocopy	234

September

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sep 1	2 All Day Event Labour Day All Day Event Labour Day	3 All Day Event VCSS PD Day All Day Event VCSS PD Day 9:00 AM Staff Meeting 9:00 AM Staff Meeting 12:00 PM Gr. 8 Orientation 12:00 PM Gr. 8 Orientation	4 All Day Event First Day for Students All Day Event First Day for Students	5	6 All Day Event X Block = 1 All Day Event X Block = 1 9:00 AM 9:00 AM	7
8	9	10 6:00 PM Family BBQ 6:00 PM Family BBQ	11	12 All Day Event Newsletter and Forms Maked All Day Event Newsletter and Forms Maked	13 2:00 PM PLC - Dept. Meetings	14
15	16 8:35 AM Gr 8/9 School Wide Writes 7:30 PM School Council Meeting	17 12:00 AM Gr 8/9 School Wide Writes 8:30 AM Bio 11 Environthon Walk-Through	18 12:00 AM Gr 8/9 School Wide Writes All Day Event Environthon All Sci 10 & Bio 11	19 12:00 AM Gr 8/9 School Wide Writes 11:00 AM Terry Fox Assembly and Run	20 All Day Event PD Day	21
22 9:00 AM DARTs 7:00 PM CEAY and VCSS Council AGM	23 12:00 AM DARTs All Day Event Picture Day 3:00 PM From the Ground Up - Pick Up	24 12:00 AM DARTs	25 12:00 AM DARTs	26 12:00 AM DARTs 3:30 PM Afrikids Mtn Biking Event	27 12:00 AM DARTs All Day Event X Block = 4	28
29	30	Oct 1	2	3	4 All Day Event X Block = 3	5

October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sep 29	30	Oct 1	2	3	4 All Day Event X Block = 3	5
6	7 All Day Event Interims Due in Office	8	9 All Day Event Interims and Newsletter Mailed 6:00 PM Food Drive	10 10:30 AM Career & Education Expo 7:00 PM Grad Society AGM	11 All Day Event X Block = 4 10:00 AM Thanksgiving Celebration	12
13	14 All Day Event Thanksgiving - School Closed	15	16	17 3:00 PM Parent Teacher Interviews	18 All Day Event No Classes today 8:00 AM Parent Teacher Interviews	19
20	21 9:00 AM Grade 8 Retreat	22	23	24	25 All Day Event PLC 9:00 AM Grade 9 Retreat	26
27	28 All Day Event Review Week	29 All Day Event Review Week	30 All Day Event Review Week	31 All Day Event Review Week All Day Event Halloween	Nov 1 All Day Event Review Week All Day Event Last Day Term 1 All Day Event X Block = 3	2