



## Sacred Heart School Council

### Meeting Minutes

**May 22, 2018**

In Attendance: Chair Melissa Tomkinson, Vice Chair Christie Chrunik, Secretary John Tomkinson, Treasurer Jessica Dewald, Principal Verna Sand, Parents; Nancy Kircher, Lindsay Labonte, Angela Curran, and others via Facebook live stream.

*Welcome & Opening Prayer: Melissa Tomkinson 6:30*

*Presentation of Minutes: Melissa Tomkinson*

*Minutes Approval Moved by Nancy K, Seconded by Jessica D. Passed*

*Additions/deletions*

*Presentation of Agenda: Melissa Tomkinson*

*Agenda Acceptance Moved by Nancy K. Seconded by Christy C. Passed*

**Old Business:** Melissa Tomkinson

1. Raffle seats for school productions - need volunteers
  - a. Spring Concert at 10:30am tomorrow

*Day volunteers are good.*

- b. Drama Production 1:00pm May 23rd and 6:30pm May 23<sup>rd</sup>

*Need 4 more volunteers for tomorrows event, the raffle. Verna wants to know who is running it, she, can't. Jessica will help out at the day event, to be here at 12:15, Melissa and Verna to do evening raffle, Angela doing set up. Seat raffle to be 4 on each side for day performance, 6 each for evening performance.*

*Spring concerts needs 2 volunteers for raffle event on June 12<sup>th</sup> event.*

*Discussion around not selling raffle tickets for baskets at night of the arts, June 30<sup>th</sup>, so as to not complete with the schools' own fundraiser.*



2. Sacred Heart feast day games and volunteers- Friday June 15th @ 1:30pm

*Face painting to be arranged by Melissa. Mrs. Elliot has some cool water games. Chair Melissa suggested water guns. Vice Chair Christie added Kerplunk, Hungry Hippo, Plinko, Connect 4, Yatzee, Big chess etc.*

*Mass will be celebrated at the school at 1:30pm, and at the Church at church at 5:00pm, social events to follow. Student involvement for managing games. Melissa to confirm face painting, balloon as well.*

3. Track and field:

a. Div 1 Track Meet: June 19th (5ish volunteers)

*Melissa to post on Facebook and recruit volunteers. Still need 5 (have 4 for DIV1, 1.5 ppl for DIV2) Question about role of volunteers. VP Counting freezes, manning sport stations, break coverage, any other help.*

*Lindsay maybe available and will check work schedule.*

b. Div 2 Track Meet: June 25th (5ish volunteers)

4. AGM - banking, operating procedures

*Review of the proposed update to the Councils Operating Procedures will be shared shortly with a summary of changes. Fundraising coordinator and parents at large discussed. Wondering if the framework was built on most recent document. Discussion around most recent copy, Nancy to review old records and forward to council executive. An additional final review in light of Nancy's content will be done by Council executive prior to finalizing the operation procedure proposal.*

5. COSC Proposal

*Council has new survey monkey account, brief questionnaire to go out shortly. School to email it out. Need replies ASAP (May 28) to make deadline for the Board.*

**Reports:**

*Trustee Report: Henry Effen*

*Trustee not present, no report or attachments given.*



## *Principal Report: Verna Sand*

### May 2018 Principal's Report

#### **Update on Staffing:**

We are very fortunate to be able to continue next school year with the same teaching staff as this year. However with this said we will be saying goodbye to Mrs. McEntee who was hired on part time with a CIF grant.

We have had to lay off 5 support staff but are hoping to be able to bring them back in the fall. This decision is adjacent to PUF funding, CIF funding and student enrollment.

We are currently in the process of surveying all the teaching staff as to how they would like our proposal for CIF money to look? Extra part time teacher, EA staff, Speech, OT or PT supports.

#### **Budget Decisions:**

Our proposed budget for 2018/2019 has been submitted. We are awaiting approval from the School Board. I have a proposed a decrease in enrollment for next year at 525 students. (decrease of 20)

#### **Working On:**

We are currently working on staffing for next year, Jr. High elective programing, and creating next year's timetable.

Our school leadership team has been working on creating the Professional Development Plan for next year.

#### **Faith Formation:**

We are working closely with Sacred Heart Parish to collectively plan Sacred Heart Feast Day.

We are continuing to offer the Bible Time line series to staff.

We would like to ask our parents if they would be interested in attending Faith Formation session here at the school next year if we offered them. This would be in conjunction with the Parish.

We are hoping to be able to offer RCIC here at the school during the SALT block next year. This would be for students who would like to become Catholic. We currently have 1 student interested in enrolling.

#### **Art Auction:**

Just a reminder that our Night of the Arts evening will be May 30th. You are invited to attend and if you have any silent auction items to donate that would be great.

#### **Registrations:**

We are currently accepting registrations. We are creating a waiting list for grade 8 and 9 and will decide according to numbers which grade will have the 3rd class.

**School Fees:**

All school fees are due. If you have not yet cleared up your fees please contact Kathy in the office.

Indigenous Awareness for Parents:

Natalie Bear had to cancel the evening previously scheduled for May 24th. Instead the next evening will be the blanket exercise on June 12 and 6:30 pm.

**Parent Feedback:**

Next year we would like to bring in presenters to some of the school council meetings. Looking for feedback as to what would interest you. (Social Media, Mental Health, Zones of Regulations, Behaviour, Faith Information, etc.)

NOTES: Thank you for the staff appreciation.

*School Report:* Tara McBride

Verna reviewed the submitted School Report.

*Treasurer's Report:* Jessica Dewald

**Treasurer's Report**

Presented by Jessica Dewald (Treasurer) on May 22, 2018

**Items to discuss:**

1. **Balance**
2. **Going forward**
3. **Debits since last meeting**
4. **Banking information**

1. Balance as of May 22, 2018: \$4238.62
2. We still need to pay expenses for teacher's appreciation (\$500.00) and the donation for the school sound system (\$2750.00). These expenses will leave a balance of \$988.62. We have a few outstanding cheques and expenses, but we will have a decent balance going forward.
3. Knights of Columbus, miscellaneous expenses and teacher's convention were cashed.
4. Bank will not pay for new cheques or stamp as they weren't aware that we would need to create a new chequing account. We will order a stamp from Mohler's and cheques from Camrose Booster.



### **New Business:**

#### 1. Response to Board on High School Survey Questionnaire

*Chair Melissa updated School Council on discussions at the council executive meeting. 114 responses were received for the Board survey and 89%+ positive support for a Catholic High school in Wetaskiwin seemed very positive. Debate and discussion around the Boards reply of refereeing the matter to its Long Range Planning Committee. Parents feeling that deferring to long range committee isn't enough action with such positive feedback. Disappointment in Council over the Boards feedback. Concern that it appeared the Board made conditional reply based on number of replies. If more replies are needed, this wasn't communicated. Would like Trustee involvement.*

*School Council discussed next steps including a letter from council to the Board, Re-inviting the Trustee to the AGM, look to plan more dialogue in the fall including communications and possibly addressing the Board.*

#### 2. AGM Advertisement 14 days in advance

- a. Elections - please get the word out that we are looking for a new executive.

*Notice will be posted tomorrow on the Schools media accounts, Students have the info in their agendas. Chair Melissa to draft and agenda for the AGM for distribution.*

**Meeting Adjourned:** 7:35

**Next Meeting Date:** AGM - June 6th at 6:30pm