



# MINUTES

## Blessed Cardinal Newman School Council Meeting

Date: December 15, 2016 - 7:00 pm

Number of Attendees: 20

Call to Order: The meeting was called to order by Laura Dennison at 7:07pm

1. **Welcome and Prayer:** Chairperson Laura Dennison welcomed everyone. Assistant Principal, Greg Way, led us in the opening prayer.
2. **Introductions:** All attendees introduced themselves.
3. **Review of Agenda:** The Agenda was emailed out to the school community last week. Everyone here has a copy of the Agenda. There were no changes.
4. **Approval of Minutes of Last Council Meeting** (November 17, 2016):

The draft Minutes were emailed out to the school community last week for review. There were no questions or changes requested. Motion to approve the November 17, 2016 School Council Minutes as presented was put forth by Liisa Batti, seconded by Tanya Kordikowski. Motion Carried.

5. **Chairperson's Report** - Laura Dennison

a. Parent and Trustee Meeting

The Parent and Trustee Meeting was held on November 24, 2016 at Bishop Carroll High school. Tod and Laura attended. The topic was Formative Assessment and why it is important. This is a process happening between the teacher and students throughout the instruction of a subject. It is not intended for grading but to assess learning so the teacher knows how effective their teaching has been and whether more time needs to be spent on a topic. There is a new app for D2L called Pulse which gives highlights of what is happening in your child's various subjects. You can check out a short video at <https://goo.gl/H9DSfd>

b. Report on Legacy High School Meeting (Nov. 23, 2016)

Kim VanKosh attended this meeting and provided a report. The CSSD website has information on the Legacy High School. Some of the topics discussed were:

- Information gathering regarding boundaries.
- Which programs should be at the school – IB, AP, French, Hockey, or self-directed.
- Skill set for the new administration. All schools have a document outlining the skill set for the administration, it is called School Administration Qualities, Attributes and Characteristics. This information is posted on the CSSD website as well.

The next meeting is on Monday, January 30. All parents are invited.

**6. Treasurer's Report - Sharon Pereira**

- a. School Council current balance: \$32,872.29
- b. Education Society current balance: \$13,122.69

**7. Committee Reports**

- a. Family Events - Mary Rose Argonza-Oberhoffner

Things are moving along; plans are progressing. We are continuing to seek food donations, otherwise I have a contact at Sysco Foods who will be able to sell us hot dogs and such for just above at cost price.

Cheryl has let me know that there are several items leftover from the Craft Market Coffee Shop that we will be able to use as well and that will help lower our overall costs.

As you have all hopefully seen, the dance was announced in the newsletter and registration forms have been sent out to all the students. Mr. Sorge has posted info on the website and online registration is also set-up there.

I am just coordinating the roles of the leadership students, then will be able to finalize our numbers for volunteers and will send out the call this week or early next week for anyone who can help.

- b. Christmas Market and Coffee Shop - Andrea Sereda, Tanya Kordikowski and Cheryl Schneider

Cheryl sends her regret but forwarded the following Coffee Shop report:

The coffee shop was a great success! Thank-you's went out in the December newsletter. The customers were happy to see the baking again. Hot chocolate was the best seller. The bands students were a great help. Revenue from the coffee shop and coat check was \$852.55 and expenses were \$193.31. Payment to the band was \$684.74.

Andrea and Tanya gave the following report on the Christmas Market:

Our 23rd Annual Craft Market was a great success. We welcomed, 114 vendors, over 1600 shoppers, 25 or so musicians, our wonderful admin team, 36 student and parent volunteers, and a surprise visit from Santa Claus!

The Market Brought in a total revenue of **\$7155.55**. \$5225.00 in table registrations and \$1930.55 in donations at the door. Our expenses are not finalized due to awaiting the bill for our caretaking services, however we know the following expenses at this time.

|                      |                 |
|----------------------|-----------------|
| Magnet Bold Signs    | \$262.50        |
| Sign Making Supplies | \$34.05         |
| Cowan Imaging signs  | \$95.00         |
| Staples Copy Centre  | \$21.74         |
| Total Expenses       | <b>\$413.29</b> |

We have budgeted \$500 for care taking services. Last year the actual cost was \$467.00. We anticipate that the cost will be slightly higher than last year, however still within our budget.

With gross revenue of \$7155.55 and estimated total expenses of \$913.29, our projected profits from the market are **\$6242.26**.

Looking forward:

In the end we really did not have enough parent volunteers come forward to help. We managed, but particularly for tear down more muscle is needed as it is a rush to get out in order to avoid additional caretaker charges. The coordinators were hauling tables and chairs around after being there all day and the night before. We had some students helping, but next year there will be a push for more tear down volunteers.

We will also be making some slight changes to the registration form requiring vendors only set up and tear down during set up and tear down times. Once the market begins, they will not be permitted to set up unless there are extenuating circumstances.

We will provide hot water for vendors next year. We had thought they could get it from the concession, but will provide something separate at the vendor coffee station in 2017.

The increase in advertising seemed to yield good returns. We had a record number of shoppers this year.

Overall the day was fantastic. Some of the things we heard from vendors and shoppers:

“What a wonderfully organized market!”

“Wow! I am very impressed with how this market is run. There are others I have sold at and they were not at all like this. I'll be back next year!”

“The addition of the students playing is lovely. “

“You said about 1000 shoppers and you did it. I am impressed.”

“Thank you for organizing this. We have been coming to shop here for years and again, it has been lovely.”

A thank you to all of the parents here that came out to volunteer for the market and to Tod, Jen, and Greg for being there market day and for supporting this event.

Next years market will be held on Saturday, November 18th, 2017 from 10 - 3pm.

c. Lost and Found – Susan Courchesne

This report will inform you of what the committee has been doing for the last 8 weeks and our plans for the new year.

Since my last report, myself and 7 other ladies have been maintaining the lost & found cabinet twice a week. A big “thank you” to Jacqui, Laurie, Linette, Shilpa and Theresa for doing a great job! As well, I published a reminder notice in the school’s November newsletter for parents and students regarding the display tables set up November 28th – December 2<sup>nd</sup>.

As planned, lost & found items were displayed on 6 tables in the hallway between the front office and the library. To encourage students to view the tables, I submitted 4 morning announcement reminders specific to each day. Parents attending Thursday evening and Friday daytime conferences had the opportunity to view the tables as well.

By Monday morning, approximately 15% of items were reclaimed and all unclaimed coats were donated to the school’s coat drive. The remaining unclaimed items were sorted & bagged for donation. We had leftover a handful of recyclables, 1 bag of garbage and 6 bags of items ready for donation. Afterwards, I dropped off the 6 bags in the Our Lady Queen of Peace Ranch donation bin located in St. Albert the Great Church. Thanks very much to committee members Jacqui, Laurie, Linette and Marlene for your help and ensuring our successful week!

Next week, I will recruit committee volunteers and set up a maintenance schedule for the second session of maintenance that runs from January 9<sup>th</sup> to March 24<sup>th</sup>. Lastly, I plan to submit a morning announcement reminder for students just before Christmas break on Thursday, December 22<sup>nd</sup>. Merry Christmas everyone!

c. Parish Liaison – Christine Hansen

Christmas Mass Schedule and Parish office hours were included in the December school newsletter.

The Knights of Columbus Annual Basketball Free Throw Competition for Boys and Girls Grade 5-9 is Wednesday January 18<sup>th</sup> from 6-9pm at St. Albert the Great. There will be prizes and the event is free to enter.

St. Albert the Great will be observing the Solemnity of Mary Mother of God with a vigil of prayer and adoration on December 31<sup>st</sup>. Doors will open at 9:30pm at the event will continue until 1:00am. You can join the evening at any time or stay for the entire vigil.

Theresa Stadnyk will be taking over the Parish Liaison position for the remainder of the year.

**8. Administrator's Report:** Tod Desautels/Jennifer Gakis/Greg Way

a. New School Updates

The construction of the Our Lady of the Rosary school is officially completed. Students will stay at home for two days next week while the move takes place (Wednesday/Thursday). They will start after Christmas in the new school.

b. Upcoming Changes to BCN

Grade six will be moving out of the Junior High wing. The rooms are needed for junior high students. Gym time and learning commons time will increase. Teachers/classes won't change but schedules will change. There will be auxiliary space that will be locked off. These changes will happen in the first few weeks of January.

Question posed by Kim VanKosh as to whether there could be some dedicated parking spots for volunteers at the school now that the OLR staff will be leaving. Administration will give this some thought. The parking signs in the front of the school will have to be changed by the city as they put up the signs. This will take time and there is still a need for four buses to park there.

c. Assessment

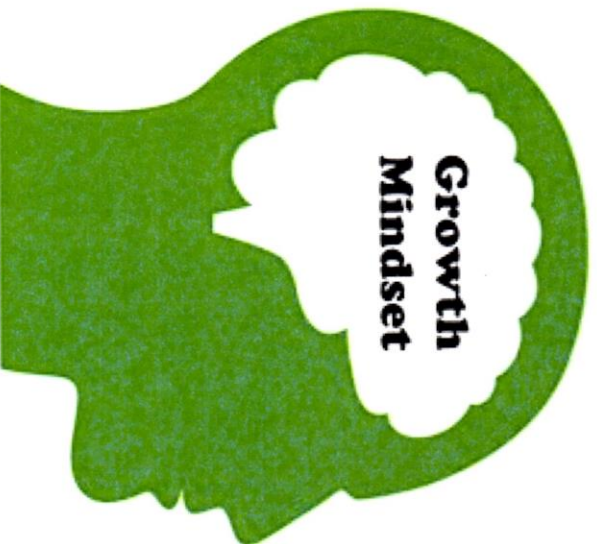
There is a push this year regarding formative assessment. The teacher assesses how the students are learning concepts as they are taught so the teacher can re-teach concepts that are not being understood. More focus on praising students on effort versus ability (focus on comments vs. grades). Focus on using language that promotes greater effort from students. (See attached.)

**9. Adjournment**

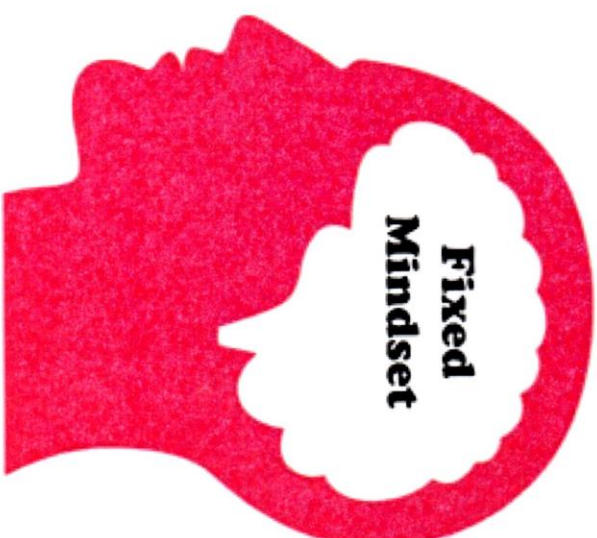
Motion to adjourn the meeting was put forth by Judith Tuck. Seconded by Kim VanKosh. Meeting adjourned at 7:54pm.

Next School Council Meeting: Wednesday, February 1, 2017 at 7:00 pm in the Learning Commons.

# What Kind of Mindset Do You Have?



I can learn anything I want to.  
When I'm frustrated, I persevere.  
I want to challenge myself.  
When I fail, I learn.  
Tell me I try hard.  
If you succeed, I'm inspired.  
My effort and attitude determine everything.



I'm either good at it, or I'm not.  
When I'm frustrated, I give up.  
I don't like to be challenged.  
When I fail, I'm no good.  
Tell me I'm smart.  
If you succeed, I feel threatened.  
My abilities determine everything.