



## ST. MATTHEW SCHOOL COUNCIL MEETING MEETING MINUTES

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**Date:** Wednesday, April 18, 2018

**Time:** 6:30PM

**Location:** St. Matthew School, Learning Commons

**Present:** Kerri B., S. Kitt, M. Miller, Karen R., Carmen D., Veronica D., Maria V., Ginette L. & Amalia M.

**Prayer:** Read by Kerri B.

**Call to Order:** Kerri B. called the regular council meeting to order and a quorum was present.

**Chairperson:** Kerri B.

**Agenda Approval:** Motion: A motion was forwarded by Karen R. to adopt the agenda for this meeting and it was seconded by Carmen D.

**Minutes from Last Meeting:** A motion was forwarded by Karen R. to adopt the minutes from the last meeting on February 20, 2018 and it was seconded by Carmen D.

**New Business Arising:** No New Business

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### 1) Chairperson's Report: Kerri B.

- a) Board Highlights can be easily found on the CSSD website  
<https://www.cssd.ab.ca/BoardOfTrustees/Highlights/Pages/default.aspx>
- b) Parent-Trustee Forum Meeting: 7-9 pm Tuesday, March 13 at the Coast Plaza Hotel, 1316 - 33 St. NE with Dr. Jody Carrington. A video of the presentation can be found at :  
<https://www.youtube.com/watch?v=8TBkQBHQQLLM&index=9&list=PLgGUnBHTA6tJBIX7Cep6hYvPU15upZIVL&t=0s>
- c) Proxy Vote was submitted but was possibly late and thus not counted.
- d) Volunteers are required for a few currently vacant positions: (Secretary, St. Cecilia Parish Liaison, & CPF Representative) and positions to be vacated (Chair, Social Committee & Fundraising). If you know anyone or are interested, please contact Kerri B  
[ka.barnett@icloud.com](mailto:ka.barnett@icloud.com).

### 2) Treasurer's Report: Veronica D.

- a) Veronica submitted the AGLC report for the Quebec Trip Fundraising Raffle.
- b) After the cheque to Mixing Spoon is cashed \$402, the balance in the School Council Account will be \$1943.84.
- c) After the cheque to St. Matthew's School is cashed in the amount of \$3554.55 for the Proceeds from the Quebec Trip Raffle Fundraiser and the cheque to the last of the four raffle winners is cashed in the amount of \$100, the balance in the Society Account will be \$1452.37.

### 3) Principal's Report: Mme.. Suzanne Kitt

- a) Fine Arts Evening and Family BBQ- Thursday, May 24, 2018
  - i) Family BBQ starts at 5:30 pm
  - ii) Band and choir performances 6:30 pm and performance art by Mrs. Rodriguez's art students
  - iii) All orders in by May 17<sup>th</sup>
  - iv) Thank you to Superwoman Maria Vaccaro for all of her organization and hard work!
- b) Staffing Updates

- i) Mrs. Hartwick returned on Monday, April 9<sup>th</sup> to St. Matthew. We thank Ms. Olechno (7-2 Homeroom Teacher) for all of her hard work. Mrs. Hartwick and Ms. Olechno had the opportunity to spend a day planning a smooth transition for all students. Mrs. Hartwick feels as though she has never left!
- ii) Mme. Mathurin's last day will be on Friday, April 27<sup>th</sup>. Ms. Cassidy will be covering her teaching assignments until the end of the school year. We wish Mme. Mathurin all the best with her new bundle of joy on the way very soon! And welcome back to Ms. Cassidy!
- c) Projected Enrollment
  - i) We continue to accept registrations for the 2018-19 school year. Today, we are 31 in Kindergarten! Our school enrolment projection is approximately 563. We continue to accept registrations from K-9. We will give you an updated enrolment number in June.
  - ii) We are currently working with HR on teacher allocations and homerooms. More information to come.
  - iii) A class placement sheet was sent home to all Gr. 6-8 students today, Students are asked to put the names of a few friends want to be with in their homeroom
- d) Virtue of the Month: April/May- **Our 2<sup>nd</sup> last virtue of the month is COURTESY: “the showing of politeness in one’s attitude and behaviour toward others”**
  - i) Father Bo’s gift to us
  - ii) **What Essential 55 rules accompany the virtue COURTESY?**
    - (1) **Rule #1:** When responding to adults say “Yes ma’am” and “No sir”
    - (2) **Rule #3:** Congratulate a classmate
    - (3) **Rule #4:** If you win don’t brag, if you lose don’t show anger
    - (4) **Rule #6:** If you are asked a question in conversation, ask a question in return
    - (5) **Rule #9:** Always say thank you when given something
    - (6) **Rule #10:** When you receive something, do not insult the gift or the giver
    - (7) **Rule #25:** Greet visitors and make them feel welcome
    - (8) **Rule #33:** When meeting new people, shake hands and repeat their names
    - (9) **Rule #34:** When offered food, take only your fair share
    - (10) **Rule #35:** If someone drops something and you are close to it, pick it up
    - (11) **Rule #36:** Hold the door for people rather than letting it close on them
    - (12) **Rule #37:** If someone bumps into you, say excuse me, even if it was not your fault
    - (13) **Rule #38:** On a field trip, enter a public building quietly
    - (14) **Rule #39:** On a field trip, compliment the place you are visiting
    - (15) **Rule #41:** At home, answer your phone in a polite and appropriate manner
    - (16) **Rule #55:** Be the best courteous person you can be!
- e) Quebec 2018 Update
  - i) 68 students and 9 chaperones
  - ii) May 31- June 4
  - iii) All fundraisers are complete (2 bottle drives, Growing Smiles, Super Bowl raffle, Simple Simon Pies)
  - iv) Final payment is due April 20th
  - v) Mandatory Parent/student meeting: May 22nd
  - vi) Field trip for Gr. 9 students staying back, including Gr. 9’s from the English program
- f) 2<sup>nd</sup> Annual Student Faith Day: Tuesday, April 24, 2018
  - i) Chris Bray- Christian singer/songwriter 9 am
  - ii) Founder of Mustard Seed 10 am
  - iii) GRIT certificates distributed in class during the day by Mme. Kitt

- iv) Father Anthony, Father Paul, Sisters of the Seed of the Word: HOW TO PRAY
  - v) They will lead us in saying the rosary together as a school 2:30 pm
  - vi) Special yellow bracelet: St. Matthew is faith-filled.
- 4) **Vice Principal's Report: M. Miller**
- a) Humboldt Jersey Day Fundraiser
    - i) Jersey Day - bring a loonie or toonie – goal of \$1 for every student in the district.
    - ii) St. Matthew raised \$847.65
  - b) Athletics (Danceworks, Badminton, Yoga & Lacrosse)
    - i) Danceworks - 18 students from grades 3 – 7. Practiced 3-4 times a week at lunch – worked hard and represented our school with grace at Bishop Grandin High School. Coached by Ms. DeForest and Mme. Lee. Grade 7 students were excellent leaders who assisted with the choreography for the younger students.
    - ii) Badminton – Grade 7, 8 and 9 teams currently playing tri-meets. Our teams are doing great! City Finals – Grade 7 May 1<sup>st</sup> Grade 8 May 2<sup>nd</sup>, Grade 9 May 3<sup>rd</sup> at Bishop O'Byrne starting at approx. 4:00 pm.
    - iii) Yoga – Andrew Desrochers spent 12 days in our school doing Yoga classes. One part of our overall strategy to look at ways to combat anxiety and stress in our students. He also specialized in Special Needs Yoga and spent ½ hr each day with our ES II Classes.
    - iv) Lacrosse – Elev8 Lacrosse has been in for 9 days doing a Lacrosse program for Phys Ed.
  - c) Important Dates in April/May
    - i) Invention Convention – April 17<sup>th</sup>, 2018
    - ii) April 19<sup>th</sup> – Grade 5 Field Trip to Heritage Park
    - iii) April 20<sup>th</sup> PD Day
    - iv) April 24<sup>th</sup> – St. Matthew Student Faith Day
    - v) April 25<sup>th</sup> – Calgary Elementary School Math Contest (Gr 4,5 & 6)
    - vi) April 25<sup>th</sup> – French Improv Night 5:00 pm at Madeleine d'Houet School
    - vii) April 20<sup>th</sup> PD Day, Original plan: pilgrimage to Holy Trinity and Blackfoot Crossing – Blackfoot Nation information. Due to flooding it has been cancelled. Plan B is to plan class configurations for next year.
    - viii) May 2<sup>nd</sup> – Grade 6 Field Trip – The Hangar Air Museum
    - ix) May 7<sup>th</sup> – Grade 7-1 and 7-2 Field Trip to Winsport
    - x) May 8<sup>th</sup> – Kindergarten Orientation at 6:00 pm
    - xi) May 8<sup>th</sup> – Grade 9 ELA PAT at 9:00 am
    - xii) May 8<sup>th</sup> – Grade 3 and 4/3 Field Trip to Calgary Zoo
    - xiii) May 9<sup>th</sup> – Grade 6 ELA PAT at 9:00 am
    - xiv) May 9<sup>th</sup> – Grade 9 FLA PAT at 9:00 am
    - xv) May 10<sup>th</sup> – Elementary Talent Show at 1:30 pm
    - xvi) May 11<sup>th</sup> – Marion Liturgy of the Word
    - xvii) May 17<sup>th</sup> – Multicultural Day and Lunch
    - xviii) May 18<sup>th</sup> – PD Day – No Classes
    - xix) Week of May 28<sup>th</sup> - District Religion Exam (Gr. 5 Part A & B) (Gr. 8 Part A)
    - xx) May 31<sup>st</sup> – June 4<sup>th</sup> – Grade 9 Quebec Trip
  - d) DELF Exams - Diplôme d'études en langue française. 4 language competencies are evaluated: Listening comprehension, Reading comprehension, Writing skills, Oral presentation and interaction
    - i) Some students in Grade 7 and 8: A-2
    - ii) Some students in Grade 8 and Grade 9: B-1

- iii) Working towards B-2 level for Grade 12 (can enroll in a French University, also recognized for bilingualism)
- e) JH Band Camp
  - i) Departure: Tuesday May 1, 6:30 am
  - ii) Return: Wednesday May 2, 9:30 pm
  - iii) 44 students & 6 chaperones (Including 3 St. Matthew Staff)
  - iv) Parent Meeting - Friday April 13th, Chaperone Meeting - April 30th
- f) Parent Satisfaction Surveys
  - i) Posted to website, sent via School Connects, link in weekly parent bulletin
  - ii) Open until April 20th.
- g) Administrative Assistant/Support Staff Day
  - i) Official day is April 25th - due to scheduling this will take place on April 30th.
  - ii) All support staff out for lunch - other staff assist with supervision, etc.
- h) Catholic Education Foundation Fundraiser
  - i) Calgary Catholic Education Foundation. St. Matthew School has received over \$38,800 from this Foundation over the past few years! A great organization to support.
  - ii) Top Prize - 2018 Toyota Rav4 (\$30, 240) and 9 other prizes.
- 5) Committee Reports:
  - a) **Fundraising Coordinator's Report: Presented by Carmen D.**
    - i) There is no news. The last fundraiser was the Mixing Spoon. The QSP organization forwarded 500 fundraising packages, which are currently stored at the school for start in September.
    - ii) WestJet Raffle: Carmen has yet to meet with Jocelyn to get the details of the WestJet raffle. However, Amalia from Mother Teresa described their WestJet Fundraisers. They obtained a license for \$10,000 or less from AGLC. They printed 1000 numbered perforated tickets at a cost of \$200 sold at \$10/ ticket and distributed 10 tickets/ student in November for gifts at X-Mas netting \$9800 in revenue.
  - b) **Social Events Report: Maria V**
    - i) We will host the annual Spring BBQ and Arts Show at 5:30 pm on Thursday, May 24, 2018. We have face painting at \$75 for 2 hours and will charge \$6/pp for burgers, pops and chips.
  - c) Vice Chair: No Report
  - d) Volunteer Coordinator: Vacant
  - e) CPF: Position Vacant
  - f) Parish Liaison: Vacant
- 6) Adjournment: 8:30 pm

***Attachments: Financial Report, & Agenda,***

Approved Chair – Kerri B.

Approved Principal –Mme. Kitt