



**GENERAL INFORMATION**

<p><b>Date:</b> October 8, 2024  <b>Time:</b> 6:00 - 7:00 pm  <b>Location:</b> Our Lady of Lourdes Learning Commons</p> <p><b>Next Meeting:</b> November 12, 2024</p>	<p><b>Attendees:</b>          Elise Sine          Meghan Brenner-Burgoyne          Natasha Glauser          Andrea Fazakas          Lindsay McCann          Jay Thistlethwaite          Meaghan Zmija          Diane Laverty (Teacher Rep)          Jodi Dejaegher (Teacher Rep)          Caroline Campbell (Teacher Rep)</p>	<p><b>Regrets:</b>          Sandra Cipric          Jaime Wilson          Ange O'Brien          Amanda Stevens          Diane Oludare          Olubode Oludare          Tyson Bond</p>
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ITEM / DESCRIPTION	ACTION ITEMS / DECISIONS
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<p><b>Welcome (Jaime &amp; Elise)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Opening prayer</li> <li><input type="checkbox"/> Territorial Acknowledgement</li> </ul>	<p>-</p>
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<p><b>Review &amp; Approval of Last Meeting Minutes (Jaime &amp; Elise)</b></p>	<p><input type="checkbox"/> Action: September minutes approved by: Meghan Brenner-Burgoyne</p>
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<p><b>Principal's Report (Erin)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Current school enrollment at 387</li> <li><input type="checkbox"/> Staffing: Ms. Foster - started parental leave early, Pam Buttinger here to cover her class until the end of Jan. (retirement rules will cap her time in Jan).</li> <li><input type="checkbox"/> October faith celebration was last week: Gr 5-6 class led the celebration. Focus of celebration: <i>be a responsible citizen</i>.</li> <li><input type="checkbox"/> Spirit wear: E-mail was sent out Mon Oct 7th. Shop is open until Nov 1st. We can extend the open shop until longer - but this means the clothing won't arrive until later.</li> <li><input type="checkbox"/> Nutrition for Learning: Off to a 'slow start' this year. Limited to \$150 NFL budget/week. Grant arrived Mon Oct 7th. PC Children's Charity grant \$11,500 (approx) Total: \$17,000 approx in NFL account currently</li> <li><input type="checkbox"/> Teams/Clubs: Flag football - tournament is on Thursday (super bowl style) Boys volleyball - 1st game Oct 9th vs. St. John's</li> <li><input type="checkbox"/> Photo day: Thurs Oct 10th. Composites for class will be the format again this year</li> </ul>	<p><input type="checkbox"/> ACTION: (NFL) Erin will ask S. Chidiac for the total \$ spent last year</p>
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<input type="checkbox"/> Food Drive: Notification sent to families via email Communication End date: Thurs Oct 9th Food will go to the church to pick-up	
<b>Financial Report (Meaghan)</b>  <input type="checkbox"/> Purchase Approvals <ul style="list-style-type: none"> <li><input type="checkbox"/> Bus subsidy for classrooms:  Transaction report was requested from Yolanda.  Intention: Providing \$250 x 9 for class trips requiring the bus.  ** Final amount to be determined once budget balance is confirmed (may be \$200 - \$300, depending on budget total)</li> <li><input type="checkbox"/> Pottery to go:  To be discussed at the next meeting.</li> <li><input type="checkbox"/> Glee:  Ticket request update: There is a lottery system for December concert tickets. (We did not make the lottery for December).  We are in the lottery for the January show.  There may be a spring concert (possibly x2), we are on the list for the Spring concert.</li> </ul>	<input type="checkbox"/> ACTION: Meaghan Z is reviewing transaction reports, and will update the budget.  <input type="checkbox"/> ACTION: Jodi and Diane to ask staff if they have purchase requests for their classrooms.
<b>Upcoming Priorities</b>  <input type="checkbox"/> November/December <ul style="list-style-type: none"> <li><input type="checkbox"/> Terra Cotta Cookies:  Information went out in email Communication to families.  Online store opens Nov 6th - 20th.  Delivery date: Mon Dec 9th at 1:00pm (families arrive to pick up around 2:00pm)  Delivery day volunteers needed to help pack orders with Gr 8 volunteers. Need: Dec 9th at 12:50pm volunteers.</li> <li><input type="checkbox"/> 'Greening' of the yard:  Plan for volunteers to meet at the school on Sat Nov 2nd, 10:00 am - 12:00 (date to be finalized)</li> <li><input type="checkbox"/> Christmas concert:  Consider having two 'groups' - families are informed what group their student is in (not the order, just Group 1 or Group 2 and list the teacher's names. In between Groups there is a short 'intermission' allowing families to clear out or rearrange seating, and Group 2 families to enter. Strongly encourage families to NOT leave during the full Group performance, they can head out at intermission. Remind/Inform families 'it's ok if you aren't sitting in the front row! We have a fabulous 'reserved' area right up front that you can move to to watch and take photos when your child is performing!)</li> </ul> <input type="checkbox"/> February <ul style="list-style-type: none"> <li><input type="checkbox"/> Dance-a-thon (Valentines Day)  Discussion; do we extend the dance-a-thon into the evening?</li> </ul>	<input type="checkbox"/> DECISION: Terra Cotta packing volunteers: Lindsay McCann  <input type="checkbox"/> ACTION: (Terra Cotta) If no additional CSAC volunteers for packing day Dec 9th, Erin to send out call for volunteers in email Communication  <input type="checkbox"/> ACTION: (Greening) Erin to send out in family Communication: call for support with Greening of the front - Bring your own tools and gloves. Sat Nov 2, 10:00 am - 12:00  <input type="checkbox"/> ACTION: (Dance-a-thon): Erin to contact St. Anne's and St.Luke's to see what they do

Let's learn more about what this involves and what the outcome might be (ie. Is it a good fundraising opportunity)

Planning and committees

March

Shrove Tuesday

Planning and volunteers

May & June

Alternatives for "Muffins for Moms" and "Donuts for Dad"

Could we use 'Croissants for Caregivers' or 'Cookies for Caregivers' or 'Caregivers Cafe' .

OK to use the \$500 PIC Grant money.

Time of day - TBD, discussion settling on 8-8:30am

Month: In June? Possibly having inside/outside (gym and yard) → Possible date June 6th (to be confirmed).

Note: consideration of Friday June 20th school carnival.

Other?

Graduation:

Mass with Holy Rosary students and families (daytime)

The following day is the Grad ceremony at 6pm, then the students go to a Bowling party; pizza, memory books etc. Parents pick up at 10pm.

Fee: approx \$25 for the party, food etc.

Agendas:

(recap) from last meeting: Survey went out to teachers; do you want an agenda, do you have another communication tool, will you make a notebook, using D2L etc.

Survey Result: Two teachers wanted agendas. One used her \$150 to purchase agendas for their class. Discussion re: there are different needs for different grades.

Ex: younger kids might need a communication book with parents.

Juniors might need an agenda. Intermediate might benefit from D2L/digital calendar management.

Purchasing Agendas for all students (as appropriate) as has been done in previous years is not within budget, and the CSAC will likely not vote to support funds being directed for this.

Let's better understand the problem: Can we ask teachers what would be their 'choice' related to agendas? Ex: Agenda, communication book, D2L, etc.

re: extended hours

ACTION: (Agendas/communication): Erin Ask teachers what is their preferred method of communication/agenda for this year. Note: end of this year ask teachers: what would teachers like for communication/agenda for next year?

ACTION: (D2L) Erin to ask if teachers or parents would like an info night to learn more about how to use D2L, navigating the platform, setting management, login support etc.

**Adjournment: Meeting adjourned at 7:18 pm**

**Upcoming Meeting Dates**

November 12

January 14

February 11

April 8

May 5

