

Sts. Martha and Mary School Council

Minutes of Meeting – Tuesday September 18, 2007

1. **Candle Lighting:** C. Cochrane
2. **Opening Prayer:** Led by C. Cochrane
3. **Elections: Sue Steer**
-Roles and responsibilities of council members were reviewed. This year we have 12 members. The School Council Executive for 2007/2008 is as follows:

Chair – Tara Messersmith

Co-Chair – Cindy Gonsalves

Treasurer - Maria Savaro

Secretary – Filo Costa

Co-Secretary – Laura Arnett

Parish Liaison – Eva DiPede

Non Teaching Representative– Mrs. Patricio-Fernando

OAPCE Representative – Laura Arnett

Community Representative – Jim Christopoulos

Teaching Representatives – Mrs. Ford, Ms. Cummings (Hammond), L. De Simone and M. Prajza

Council Members – Tara Messersmith, Cindy Gonsalves, Maria Savaro, Filo Costa, Laura Arnett, Eva DiPede, Jim Christopoulos, Jennifer Roselli, Lisa Butler, Cathy Cochrane, Sally Jones-Clark, Leslie Wrobel

4. **Approval of Agenda**
Moved by: Tara Messersmith **Seconded by:** Filo Costa *All in favour*
5. **Chair's Report:** Tara Messersmith
- Nothing to report at this time
6. **Principal's Report: Sue Steer**

Sue welcomed all council members and parents.

New Business

- Family Meetings and CCCSC 10th anniversary Celebration: Thursday Oct. 18/07 at 6:30 to 8:15 pm at St. Marcellinus School. The meeting is for School Council chairs, Trustees and Principals.
- Executive Member Training Session: Saturday Nov. 24 at 8:30 am to 12:00 at St. Francis Xavier School. The meeting is for executive members of the Parent Council for training.
- Pro Grant Accounting for 2006-2007 School Year: \$750 was used by the school for the printing of the family night brochure and for the printing of the parent handbook.
- Catholic School Council Annual Report is due to Family of School Superintendent by Friday Sept.28/07. This has been submitted.
- In-service ad Vendor Marketplace: Sat. March 29th 8:30-2:00 p.m. at St. Francis Xavier Secondary School.

Class Size/Staffing

- School population is currently at 431 students, down from 460 last year.
- Staffing includes 17 classroom teachers (2 less from last year)
- Additional reductions: ESL 0.3 (from 0.5) CYW 0.4 (from 0.5), down 0.5 Reading Recovery.
- Total staff: 22
- Staffing ration for JK/3 is 7.8 – actual is 8, grades 4-8 is 9.05 – actual is 9.
- Class Size: Primary 19.5, Junior/Intermediate is 25.4; School is 22.6 with our grade one and one/two combined grade classes over the 20 ratio. Some class sizes will be modified in an attempt to delete some split classes, and to reduce the class sizes in the combined grade classes. Waiting for information from board to confirm changes. Should know by next week.
- Leaves: Mary Mastrangelo.
- LTO Hires: Oksana Tyahlo JK 0.5 and Diane Baker 0.7. Ms. Tyahlo will become full time when Ms. Tannis goes on maternity leave.
- Elizabeth Heidecker an Early Literacy Special Assignment teacher will be rotating between 5 schools on a 4 day rotation and will be focusing on grade 1 and Kindergarten classes.
- New Director of Education: Welcome to John Kostoff.

Catholicity

- Opening Mass September 10/07 at school.
- Sacramental Preparation Mtgs. On Oct. 4 for Grade 2 and October 16 for Grade 8 students at the church at 7:00 pm.
- Catholic Presence in the foyer – the altar is set up and decorated.
- Student Leadership – this year the intermediate students will apply for positions in an attempt to make the group more productive. There will be 2 positions each for: Faith Ambassador, School Ambassador, Outreach and Correspondent. Others will be welcome to meetings and to join committees.
- Pastoral Plan was handed out in the school newsletter.
- Liturgies continue in the school.
- Advent Mass – Family Mass on Nov. 27, 7:00 pm.

Program

- Preliminary EQAO Results will be released tomorrow. Scores for the grade 6 were lower than expected. Sue will be looking at results to assess and address the lower scores and to strategize for future improvement. Scores are still higher than the board standards.
- Data Based Decision Making/Board Improvement Plan: Sue will continue to review data. Package for developing school goals was received and our school will work with St. Alfred's School to develop goals.
- Early release dates: October 17, February 7 and April 23.
- Extra Curricular for Fall: Volleyball for grades 7/8, Cross Country for grades 4-8.
- Sound Field Systems: order to move has been placed.
- Teacher Performance Appraisals – this year the VP, ERW and custodial staff will be appraised. Parent Survey: will go out with first term report cards to address communication from teaching staff.
- Hepatitis B – will be available to grade 7 students on Sept. 24/07.
- The HPV vaccination for grade 8 girls will be permitted for administration by the Region of Peel Health Department and should be available after the provincial election.

Finance

- School Budget: will be decreased by 5% (was 10% last year)
- Topped up textbooks resources to support grade 6 and grade 3.
- Renovation to office (window and security) and room 104/105 (division back into 2 classrooms).
- Literacy room is almost up and running.

Safety

- Peace Pals – training next week by the board nurse for participating grade 5 students.
- Anaphylaxis Policy: Nut Free Environment: training for all teachers in almost complete.
- Kiss & Ride is working well and the “No Parking area” is now open for stopping in front of the school.
- School Security is improved with the new doorbell and locked doors at front entrance of school.
- Playground: duty ratio is 3 staff at all recess times. Most teachers wear safety vests for visibility to students.
- Recess Bins: Sue will check for supplementation.
- Transportation: Empty Seat Policy: following school board policy and will not know until mid October if additional seats are available.
- PED devices must be turned off and put away while on school property.

Goals for This Year

- Catholicity: focus on mass responses, sacred spaces, new music for masses, staff development, social justice, virtues and outreach.
- Literacy/Numeracy: strategies for improvement
- Anti-Bullying: create a formal policy
- Safe Caring and Inclusive Schools

Personal Goals

- More time to consolidate professional learning.
- Dig deeper into current practices in the area of literacy and numeracy
- Further develop the literacy room.

7. Treasurer’s Report: Maria Savaro

- Nothing to report at this time

8. New Business

- Dates for school council meetings are Tuesdays at 7:00 pm. on the following dates: October 23, November 20, January 22, February 19, April 22 and May 20 with 6:30 meeting with a volunteer appreciation function at 7:00 pm.
- Jim suggested that council minutes be posted on the school website. This will be done.
- Eva asked about support for the Catholic School Board in the upcoming provincial election.
- Open House scheduled for Oct. 2 at 7:00 pm. Council will set up table with posters and will sell pizza coupons and hand out volunteer forms. There will be sign up for council members to work the table.
- Fundraising Committee will meet after the meeting to discuss upcoming fundraising.
- Sue suggested that the council give Pam Smith-Loeters and Joanne Cronin a gift to recognize their contribution to the council for many years.

- **Moved by:** Tara Messersmith **Seconded by:** Jim Christopoulos All in Favour

9. Adjournment: Motion to adjourn.

Moved by: Cindy Gonsalves **Seconded by:** Laura Arnett All in Favour

Council Members in Attendance: – Tara Messersmith, Cindy Gonsalves, Maria Savaro, Filo Costa, Laura Arnett, Eva DiPede, Jim Christopoulos, Jennifer Roselli, Lisa Butler, Cathy Cochrane, Sally Jones-Clark, Leslie Wrobel

Regrets:

Parents in Attendance: Julie Horich

Administration in Attendance: Mrs. Steer, Mrs. Patricio-Fernando

Teacher Representative in Attendance: Ms. Ford, Ms. Cummins (Hammond), Laura DeSimone

NEXT MEETING IS TUES. October 23, 2007 - 7:00 P.M.