



## St. Clement Catholic School Council

General Meeting

Tuesday, October 24, 2017

6:30 p.m. - 8:00 p.m.

Library

**Attendees:** Caitlin Barton, Cory Becker, Tina Henhoeffler, Dan Ingoldsby, Kathleen Kirby, Pam Koebel, Lori Martin, Natascha Martin, Jen Rothfischer, Becky Strauss

**Regrets:** Stacey Mayer, Ornella Miller

### Meeting Minutes

1. Welcome and opening prayer
2. Council Member Roles
  - Council requires a Chair, Treasurer and Secretary to operate. Additional members can be At-Large members
  - As past-Chair, Jen advised the role of the Chair is to:
    - Set the Council meeting agenda
    - Be a liaison between the principal and the Council
    - Coordinate sub-committees, if needed
    - Act as a communication conduit between parents and Council and provide information about volunteer opportunities for parents
    - Attend meetings for Council Chairs as arranged by the school board
  - Dan advised the role of the Treasurer is to:
    - Create and maintain the Council budget
    - May be involved in the counting of money after large fundraisers such as Fitness Frenzy
    - Banking, writing cheques and paying bills is all under the responsibility of the school's Secretary and not the Treasurer
  - As Secretary Caitlin advised the role of Secretary is to:
    - Record the minutes during Council meetings
    - Distribute minutes to Council members
    - Is responsible for the Goodwill Policy such as sending cards and flowers to school staff, volunteers or community members to acknowledge important life moments.
  - For the 2017-2018 School Council, Caitlin Barton will be the Chair and Cory Becker will be the Treasurer. The position of Secretary is still available.
3. Fundraiser
  - Fitness Frenzy was held on Wednesday, October 11<sup>th</sup>. Due to bad weather the outdoor events took place on Wednesday, October 18<sup>th</sup>.
  - \$6400 was raised. As per Council's direction, 10% of the funds raised were donated to Nutrition for Learning which will receive \$640.
  - Activities included: hockey skills (The Grind), tae kwon do, two different types of dance, ringette, lacrosse and activities organized by the St. David's High School leadership class.

- Dan advised Council may want to reassess repeating Fitness Frenzy as next fall's fundraiser. Council may want to have several different fundraisers that are rotated yearly.
- There was a discussion regarding other fundraising done at the school including the Hot Lunch program and the possibility of running a Spring Carnival fundraiser.

#### 4. New School Logo

- Dan advised that the winner of the school logo contest was Noah Strauss whose design was chosen by a panel of students from all the grades.
- Noah's design was professionally redrawn by a graphic artist from Game Day to be reproduced on spirit wear.
- Dan requested that a parent review the spirit wear options available through Game Day to ensure the choices of items are what parents and students would like. Natascha Martin volunteered to do this.
- Spirit wear will be available soon to order online through Game Day. Orders will be received in time for Christmas.
- Dan will arrange with Game Day to have samples and sizes available at the school on Parent Teacher Night which will be held November 9<sup>th</sup>.

#### 5. Financial Update

- Council currently has a balance of \$7781.00 plus the funds raised through Fitness Frenzy.
- Council will be using the funds to pay for:
  - One bus trip per class
  - Agendas
  - \$50 per teacher for classroom extras
  - \$250 per class for the Scientists in the Classroom program
- Dan advised he would like to use funds to purchase more Chromebooks for the school. By the next Council meeting he will have a firm number of how many Chromebooks need to be purchase as he expects to receive some Chromebooks from St. Agatha.
- Next meeting Council will address the budget to determine any additional financial needs.

#### 6. Principal's Update

- Dan advised the first week of May is Education Week. If Council chooses to hold a Spring Carnival ideally it would happen during Education Week.

Date of Next Meeting: Tuesday, November 28<sup>th</sup>, 2017 6:30-8:00 in the school library

Minutes were prepared Caitlin Barton. Please advise Caitlin Barton of any errors or omissions within five business days of receipt or the minutes shall be deemed correct as recorded.