



MINUTES

1.0 - Opening Prayer

1.1 – Introductions

- **Round table introductions**

1.2 - Additions to the Agenda

- **Pampered Chef**
 - **Parent offer to do a pampered chef fundraiser for the school. 15% to the school council.**
 - **Suggestion of April 2019.**
- **Peak of the Market before Thanksgiving.**
- **School Beautification**
 - **Bathroom positive affirmations.**
 - **Positive messaging.**

1.3 - Approval of the Agenda

- **Motion to approve agenda made by Nikki Silva, seconded by Teresa Lazreq.**
- **Motion passed.**

1.4 - Approval of the previous Minutes

- **Motion by Shari, seconded by Kathryn**

2.0 - Treasurers Report – Shari Mills

- **See attached for details.**
- **Overall a good year last year.**
- **Most of the money raised comes from the hot lunch program.**

3.0 - Teachers' Report

- **Funding request for grade 6 students to go to the Experimental Lakes Field trip.**

- **Good to go as trip are in the pre-approved budget line.**

4.0 - Principal's Report – N. Kurtz

- **See attached.**

5.0 - Hot Meals – Jennifer Skene – report

- **Hot meals information was sent home.**
- **BDO BBQ – Do we want to do this this year?**
 - **They are welcome to take it on and do the work for the event.**
 - **This can happen through the hot lunch program online.**

6.0 - School Council Items

6.1 – School Council Report/round table

- **Introductions at the beginning.**
 - School council positions**
 - **Looking for people to help with various positions.**

- **Jen Parks has agreed to assist with secretary role.**
- **Please sign-up for various committees. Natasha made some chart paper sign-up sheets.**

- **School Council recruitment**

- **We will try to do Tuesday/Wednesday meeting to meet everybody's after school activities.**
- **5:30 will remain. And dinner and childcare will remain.**

6.2 – Fundraising/Committee

- Looking to have people have a vision for the year.
- Heather Norris to head up the fall raffle.
- Suggestion of Sysco fundraiser.

6.3 – Playground Committee

- Very exciting times in the playground.
- In the spring the kids voted on their favorite play structure.
- The equipment has been ordered.
- Junior area to have their shade structure and will be installed this fall.
- Still need to think about the soccer surface for the junior area.
- The garden came from the raffle funds.

6.4 – Communication Committee

6.5 – Social Committee

- Some things are in place (i.e. Ski Hill), but you can be creative with new ideas. Sign-up on the sheets in the room.

6.6 – Classroom Reps

- New name would be, 'Parent Ambassador'.
- Two parents from each classroom.
- Role would be to be a connection from the classroom to the council.
- Two per class so all classes are represented at the meeting.
- The classroom advocate would have the first opportunity to go on class fieldtrips.
- We want to encourage people to come out to meetings so we can vote and move forward as a council.

7.0 – New Business

- Welcome BBQ

- **Coming soon!**

- October Pie Day

- **Covered through the Facebook page.**

8.0 - Next Meeting and adjourn

Motion to conclude the meeting by Melanie Kozak.

October 17, 2018 @ 5:30



20 Gunne Cres
Kenora, ON

PHONE
(807) 468-6618

www.kcdsb.on.ca

AGENDA

1.0 - Opening Prayer

1.1 - Introductions

1.2 - Additions to the Agenda

1.3 - Approval of the Agenda

1.4 - Approval of the previous Minutes

2.0 - Treasurers Report – Shari Mills

3.0 - Teachers' Report

4.0 - Principal's Report – N. Kurtz

5.0 - Hot Meals – Jennifer Skene - report

6.0 - School Council Items

6.1 – School Council Report/round table

School council positions

School Council recruitment

Date/time of meetings

Meals for meetings

6.2 – Fundraising/Committee

6.3 – Playground Committee

6.4 – Communication Committee

6.5 – Social Committee

6.6 – Classroom Reps

7.0 – New Business

- Welcome BBQ

- October Pie Day

8.0 - Next Meeting and adjourn

?October 16, 2018 @ 5:30

Parent Council Meeting - Minutes

May 30th 2018

Attendance: Sheri Grafham, Bridgette Temple, Katheryn Makl, Sheri Mills, Heather Hammett, Nikki Silva, Nicole Kurtz, Natasha Tsevende, Sara Vanwelleghem, Miranda Duggan, Heather Norris, Kerry Anderson, Andrea Howard, Ashlee Hendy Pamela Carlson, Lindsay Williams, Angela Tressor-Carlson, Holly Barber, Jenn Skene, Bonnie Reynard

Meeting Start Time: 5:39pm

1.1- Opening Prayer- Lead by Nicole Kurtz

Introductions- round the table doing introductions.

Addition to the agenda

- Grade 6 Graduation

Approval of Agenda - motion by Nikki Silva, 2nd by Ashlee Hendy - Passed.

Approval of Previous Meeting Minutes - Jan- April- motion Katheryn, Seconded by Shari Mills - Passed

Treasurers Report-Sheri Mills

- Current Financials - Current Assests- 39,664.35
- Majority is in the raffle fund, remainder is in the chequing account.
- Profit and loss - Under Budget on the majority, around \$1000.00 less in expenses for hot lunches.
- We did well on book fair, profit of approximatly 4000.00 meaning the library gets around \$800.00.
- Fundraising is under this year. Play ground in budget is the money brought forward from last year.
- Expense- number of things have not happened yet, projected year end actuals may not be the same this year. , net income of 12,671.10 dollars.

Next Year's Budget-

- Income have upped Fundraising, need to work together for next year to increase the amount of fundraising done next year.
- Expenses- Upped books for breakfast, and increased amount for winter family event.

Remainder remains close to the same from last year.

- Request to change the BDO fundraiser amount to money for family winter activity, left in \$1000 uncategorized expenses for unexpected expenses throughout the year.
- Motion to approve budget with changes- Pamela Carlson, Seconded by Nikki Silva- Passed

Teachers report

- Thank yous from 2 teachers for funding for classroom activities and supplies.

Principal's report

- Grade 6 Grad- plans and organization running smoothly at this time.
- Fundraiser for CT Scanner for Hospital- Hot dog and Popsicle- all children will be given some at 2nd nutrition break.
- Bike Rodeo- Monday June 4th
- Transition to Kindergarten- 33 new children coming into the Kindergarten ASQ-June 1st and Play Dates starting 2nd week in June.
- Year End Mass- All welcome June 12 @ 9:30 at Notre Dame
- Games day- last day of school, for all grades 1-6, Kindergarten teachers will be approached for their own activities.
- New Position for Math Lead- Roxanne Viel- she will be assisting with math on a half-time basis
- 0.5 LTO to be filled and Nathalie Gilbert- 0.5 permanent.

September 2018

- September school Council meeting- September 12
- Open House & BBQ September 19
- Health Unit- grant given for fruit and vegetables for the children during nutrition breaks

Thank you to parents and all in attendance for all you do for the school.

- Talent show- June 21

School Council items

- Fundraising for hot lunches- a 'spork fundraiser' with multiple spork options to be looked at early in September. Another possible fundraiser for fall is Vesey Bulbs. Also look into doing Peak

of the Market prior to Thanksgiving. Also looking into Vesey spring fundraiser

School council report/round table

Co chairs- Sheri Grafham and Natasha Tsevende

Treasurer-Shari Mills

Secretary- Pam Carlson

Hot Meals- Jennifer Skene- report

- Kitchen inspected May 29 by Heath Unit and passed. Note on certification starting July 1, a certified food handler must be in the kitchen while it is in use. 3 options to get it, 1 day course, online course then doing the test in person, also read the book then do the test. Cost of the course is \$75.00. Will contact the health unit about doing a food safety course for our volunteers. Heather Hammett is stepping Terese Lazreq will be stepping up into her position. Will be continuing the milk program it is going well. Talking to Chad Gropp about renting the warmer for hot lunches as we are reducing his meals from 2 times a week to 1 time a week.
- Contacted Katie McNaulty about getting milk from Sysco along with T.A's order to have a reliable milk supply.
- Will look into Presidents Choice for Hot Lunch grants.
- Ice Cream Social for Grade 6's to thank them for delivering pizza and quesadillas.
- Microwaves in the Rooms- not allowed according to school board rules. Hot Lunch times- Hot lunches are delivered according to the teachers requested times according to schedules. Will do our best to keep delivered meals as warm as possible for 2nd nutrition break students.

School Council Recruitment-Survey results

65 respondents to the survey. Survey will go out again.

Fundraising

- Getting more people involved in fundraising- would like a dedicated fundraising person to help organize and coordinate events. Will add that to the survey asking if anyone would be interested in being a fundraiser coordinator with support of parent council.
- Fundschrift- have not done a lot of advertising for this fundraising program. It is bulk gift cards program, a certain percentage of what is spent on gift cards is given to the school. Only option for shipping is direct shipping. It is a self-serve option at this moment.
- QVC- is set up for next year.

- Raffle for next year- will be doing one, has to be specific to certain activity. When to do raffle, Parent BBQ. Fundraising for sports and experiential learning supplies. Do the draw by Halloween.

Playground Committee

- Nikki Silva- sent a letter to Mr. Poirier, regarding the playground. They will be resurfacing the playground. Capital plan to be made to match our \$15,000 for the playground structure which will be built in consultation with Blue Imp Recreational Products of Canada. Gazebo will be built in the north-east corner of the playground. Basketball hoops being placed, and planter boxes for outdoor classrooms.

New Business

- Teacher Appreciation - will be done on June 8th. Will be repeating the Spa day theme.
- Classroom Reps (2) next year- parent volunteers from each class room to come to meeting every month. One or both parents to attend the parent council meeting. Need to make sure teachers are comfortable with the role and understanding what the role is. Need better name suggestion of Parent Council Class Rep and VIP- Very Important Parent.
- Board Meeting/presentation- Co-chairs will be doing a presentation to the board.

Next Meeting and Adjourn

Meeting Adjourns- motion to adjourn Nikki Silva 7:30pm

Monday June 18, 2018 @ Ristorante Pizzeria Italia @ 5:30

**SMB School Council
2018 Actuals
2019 Budget**

	Sep '17 - Aug 18	Budget 2018	Budget 2019
Income			
playground restricted	8931.79		
Book Fair	5015.45	5000.00	5000.00
Dividends	0.86	50.00	50.00
Donations	81.25	200.00	200.00
Fundraising TBD	2192.60	5000.00	6500.00
Hot Lunches	54292.13	55500.00	54500.00
QSP - magazines	521.48	850.00	500.00
Total Income	71035.56	66600.00	66750.00
Expense			
B'nail Brith	0.00	500.00	500.00
Bank Fees - Night Deposit	45.20		
BDO BBQ	0.00	300.00	300.00
Board Meeting Expenses	192.17	1000.00	800.00
Bookfair	5015.45	5000.00	5000.00
Books for Breakfast	448.51	400.00	450.00
Bussing - i e Festival du Voyag	200.00	2000.00	2000.00
Childrens Festival	0.00	1000.00	1000.00
Christmas classroom Donation	2400.00	2500.00	2500.00
Clubs	394.54	500.00	500.00
Drama Production	0.00	300.00	300.00
End of Year Classroom Donation	2400.00	2500.00	2500.00
Festival of the Arts	420.00	500.00	500.00
Festivale Du Voyageur Activity	0.00	500.00	500.00
Fundraising Incentives	0.00	300.00	300.00
Graduation Gifts and Decor	298.39	800.00	800.00
Hot Lunches - EXPENSES	45227.05	41275.00	41275.00
Ice Cream Social	0.00	200.00	200.00
Oak Hammock Marsh / Eco Kids	0.00	500.00	500.00
Performances	0.00	1000.00	1000.00
Playground (2015-2016 raffle)	8931.79		
Pumpkin Pie Day	153.75	250.00	200.00
Science North	0.00	700.00	700.00
Shrove Tuesday	0.00	225.00	225.00
Thank you / Appreciation Gifts	447.37	500.00	350.00
Uncategorized Expenses	120.00	1000.00	1000.00
Welcome Back BBQ	817.02	850.00	850.00
Winter Family Event	1971.85	1500.00	2000.00
Winter Karate Sessions	457.15	500.00	500.00
Total Expense	69940.24	66600.00	66750.00
Net Income	1095.32	0.00	0.00

SMB School Council
Balance Sheet
As of 31 August 2018

	<u>31 Aug 18</u>
ASSETS	
Current Assets	
Chequing/Savings	
Copperfin - Chequing Acct	5,094.86
Copperfin - Interest Savings	868.23
Copperfin - Patronage Shares	94.98
Copperfin - Raffle Acct	17,068.04
Copperfin - Share	25.00
Total Chequing/Savings	<u>23,151.11</u>
Total Current Assets	<u>23,151.11</u>
TOTAL ASSETS	<u>23,151.11</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	1,076.14
Raffle Deferred	17,068.04
Retained Earnings	3,911.61
Net Income	1,095.32
Total Equity	<u>23,151.11</u>
TOTAL LIABILITIES & EQUITY	<u>23,151.11</u>

SMB School Council
Profit & Loss Budget vs. Actual
 September 2017 through August 2018

	Sep '17 - Aug 18	Budget
Income		
Book Fair	5,015.45	5,000.00
Dividends	0.00	50.00
Donations	81.25	200.00
Fundraising TBD	2,192.60	5,000.00
Hot Lunches	54,292.13	55,500.00
Interest	0.86	
QSP - magazines	521.48	850.00
Raffle 2015-16 Playground	8,931.79	
Total Income	71,035.56	66,600.00
Expense		
B'nail Brith	0.00	500.00
Bank Fees - Night Deposit	45.20	
BDO BBQ	0.00	300.00
Board Meeting Expenses	192.17	1,000.00
Bookfair	5,015.45	5,000.00
Books for Breakfast	448.51	400.00
Bussing - i.e Festival du Voyag	200.00	2,000.00
Childrens Festival	0.00	1,000.00
Christmas classroom Donation	2,400.00	2,500.00
Clubs	394.54	500.00
Drama Production	0.00	300.00
End of Year Classroom Donation	2,400.00	2,500.00
Festival of the Arts	420.00	500.00
Festivale Du Voyageur Activity	0.00	500.00
Fundraising Incentives	0.00	300.00
Graduation Gifts and Decor	298.39	800.00
Hot Lunches - EXPENSES	45,227.05	41,275.00
Ice Cream Social	0.00	200.00
Oak Hammock Marsh / Eco Kids	0.00	500.00
Performances	0.00	1,000.00
Playground (2015-2016 raffle)	8,931.79	
Pumpkin Pie Day	153.75	250.00
Science North	0.00	700.00
Shrove Tuesday	0.00	225.00
Thank you / Appreciation Gifts	447.37	500.00
Uncategorized Expenses	120.00	1,000.00
Welcome Back BBQ	817.02	850.00
Winter Family Event	1,971.85	1,500.00
Winter Karate Sessions	457.15	500.00
Total Expense	69,940.24	66,600.00
Net Income	1,095.32	0.00

SMB School Council
Profit & Loss
September 2017 through August 2018

	Sep '17 - Aug 18
Income	
Book Fair	5,015.45
Donations	81.25
Fundraising TBD	2,192.60
Hot Lunches	54,292.13
Interest	0.86
QSP - magazines	521.48
Raffle 2015-16 Playground	8,931.79
Total Income	71,035.56
Expense	
Bank Fees - Night Deposit	45.20
Board Meeting Expenses	192.17
Bookfair	5,015.45
Books for Breakfast	448.51
Bussing - i.e Festival du Voyag	200.00
Christmas classroom Donation	2,400.00
Clubs	394.54
End of Year Classroom Donation	2,400.00
Festival of the Arts	420.00
Graduation Gifts and Decor	298.39
Hot Lunches - EXPENSES	45,227.05
Playground (2015-2016 raffle)	8,931.79
Pumpkin Pie Day	153.75
Thank you / Appreciation Glfts	447.37
Uncategorized Expenses	120.00
Welcome Back BBQ	817.02
Winter Family Event	1,971.85
Winter Karate Sessions	457.15
Total Expense	69,940.24
Net Income	1,095.32

Parent Council Meeting - September 12th, 2018

Principal's Report

1. SMB Staffing Updates

- Danielle Pelaia - Grade 1 LTO
- Rebekah Winstanley - FDK - LTO
- Chantel Ouellette - Grade 4/5 - LTO
- Sharon Remmerswaal - Grade 4 - Transfer
- Samantha Makl - Grade 2 LTO
- Teresa Bowyer - Grade 3 - LTO
- Cassandra Barling - ECE - LTO
- Jeannine Allard - ECE - LTO
- Shauna DeGagne - Education Assistant (0.5)- M, Tu & Wed (am)
- Erin Beulah - Education Assistant
- Angela Boucha - Education Assistant (0.3) Th & Fri (am)
- Tracey Rocca - Secretary
- Greg Moir - Custodian (until December)
- Denise Pelletier - Lunch Monitor
- Yvette Bourke - Lunch Monitor

2. School Improvement Planning

- Lighthouse Team Meeting tomorrow
- September is a focus on teaching the 7 Habits
- Student Voice - Student Lighthouse Team
- Student Leadership Day - May
- Student Council - End of September

3. Health & Safety

- Fire Drills
- Code Green/Code Red
- Ryan's Law - Asthma
- Sabrina's Law - Epi-pens
- Concussion Procedure
- Diabetes Plan
- AED Machine (by the stairway leading up from the gym)
- Hospital Stay Procedure
- Scent Free School
- Bus Safety Presentations - February
- Rowan's Law - Concussions

4. Terry Fox Run - Friday, Sept 14th

- SMB & PJP
- 11:30 Assembly (Grades 1-6) at PJP

5. Opening School Year Mass

- September 20th @ 9:30 at Notre Dame

6. Christmas Activity Night

- There will not be a Christmas Concert this year, we will be having a Christmas Family Activity evening event on Tuesday, December 18th.

7. BBQ and Open House

- BBQ 5:00 - 6:15pm
- Open House 6:15 - 7:00pm
- French Book Fair 8:30am - 4:00pm

8. September 27th - Orange Shirt Day (*see below)

9. September 28th - PD Day

10. October 5th

- Thanksgiving Prayer Service 11:45pm
- Pie for all staff and students!

11. October 10th & 11 Lifetouch Photo Days

- October 10th - FDK to Grade 2
- October 11th - Grades 3-6
- November 13th - Retakes

12. CPIC Committee

- 4 meetings a year
- Lunch meetings (lunch included)

13. North West Health Unit Report

- See attached

14. Thank You - for all you do!

Orange Shirt Day is a legacy of the St. Joseph Mission (SJM) residential school commemoration event held in Williams Lake, BC, Canada, in the spring of 2013. It grew out of *Phyllis' story* of having her shiny new orange shirt taken away on her first day of school at the Mission, and it has become an opportunity to keep the discussion on all aspects of residential schools happening annually.

The date was chosen because it is the time of year in which children were taken from their homes to residential schools, and because it is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year. It also gives teachers time to plan events that will include children, as we want to ensure that we are passing the story and learning on to the next generations.

Orange Shirt Day is also an opportunity for First Nations, local governments, schools and communities to come together in the spirit of reconciliation and hope for generations of children to come.

September Parent Council Hot Lunch Report

- Home note with sign up instructions is going home this week
- Ordering should open Monday, September 17th and close Sunday, September 30th, with meals starting Tuesday, October 9th
- Gropps, Subway and Ristorante are all good to continue with meals.
- New head chef, Lindsay Williams
- Getting an account set up with Sysco to get milk and head chef supplies delivered directly to the school. This means a slight increase in the cost of milk (\$0.25)
- We missed the deadline for the PC Grant (beginning of June) so I will try again in the spring.
- Do we want to do the BDO BarBQ?
- Signing up for Health Unit Food Handlers course in October?
- I'm going to contact the grade 5 and 6 teachers to see about having their students deliver milk and Friday meals respectively, and to train the students on how to deliver.



Kenora Catholic District School Board – Connecting for Healthy Schools Summary Report (2017-2018)

This report summarizes the work of the Northwestern Health Unit in partnership with the KCDSB and provides a snapshot of “Connecting for Healthy Schools” initiatives for the past school year.

NWHU/KCDSB Partnership Projects

- Memorandum of Understanding for 2017/18 signed.
- 2 Board/principal presentations on the topics of connecting for healthy schools and legalization of cannabis.
- Provided mental health support kits for teachers and students to access.
- St. Thomas Aquinas completed the Compass survey with grades 9-12.
- Joint participation on the Public Health Ontario School Mental Health Promotion Locally Driven Collaborative Project
- NWHU provided funding for Fun Friends program training and implementation.

Home, School and Community Partnerships

- NWHU representative attended and provided updates at Parent Involvement Committee meetings.
- NWHU representatives on KCDSB Health Action Team; support for development of 2017/18 staff and student survey.
- KCDSB representative on the Healthy Kids Community Challenge (HKCC) Northwest Strong Steering Committee.
- Information for parents shared with schools – healthy living newsletter tips and school handbooks key messages.
- 2 parent council discussions to gather feedback for the “Engaging Parents in Healthy Schools” PRO grant; 56 parents of KCDSB students responded to online survey.

Social and Physical Environments

- All schools accessed the Student Nutrition Program grant to offer free snacks or meals. A total of \$18,800 for food and beverages and \$5,561 for staffing was provided to schools through the Student Nutrition Program funding from the Ministry of Children and Youth, Breakfast Clubs of Canada, Breakfast for Learning and the Grocery Foundation
- Schools participated in food and logistics initiatives and received free - apples (5 schools received 1360 lbs - \$1496), pancake mix (4 schools received 22 bags - \$494), 1 dozen eggs (3 schools received 30 vouchers), and applesauce (3 schools received 4 cases)
- Funding for KCDSB schools was provided through the HKCC theme 3 “Choose to Boost Veggies and Fruit” (\$6,683) and theme 4 “Power off and Play” (\$9,000) partnership proposals, to implement activities in schools
- 3 KCDSB teachers accessed HKCC funding for “Power off and Play” classroom kits (\$300)
- All schools participated in Northern Fruit and Vegetable Program from April – June; \$3850 was provided to support program delivery

School and Classroom Leadership

- 1 board-wide healthy eating policy developed through HKCC theme 3 “Choose to Boost Veggies and Fruit”.
- 5 schools developed screen-free policies through HKCC theme 4 “Power off and Play”.

Staff Engagement

- 16 school board staff participated in the October Workplace Wellness Challenge
- A staff member from St. Thomas Aquinas was trained to deliver the “You’re the Chef” cooking program for children and youth



Northwestern
Health Unit

www.nwhu.on.ca





School Name	Student Engagement					Education, Teaching & Training			Growth & Development	
	PALS	HKCC Screen free	HKCC V & F	PE /DPA	Project Alert	Health fair	Class Room pres.	Food Safety	Sexual health	Denta
St. Louis		✓	✓							✓
Ecole SMB	✓	✓	✓				✓ ✓			✓
St. Thomas Aquinas		✓	✓				✓	✓	✓	✓
Pope John Paul II		✓	✓			✓				✓
St. John School	✓	✓	✓	✓	✓	✓	✓ ✓	✓		✓

Shaded box indicates that the program was not available to the school due to age of students



Key

Student Engagement:
 PALS – Playground Activity Leaders in Schools (elementary only)
 HKCC Screen Free – Healthy Kids Community Challenge – Power off and Play – Screen free initiatives
 HKCC V & F – Healthy Kids Community Challenge – Choose to Boost Veggies and Fruits – Nutrition initiatives
 PE/DPA Support – NWHU supported physical activity (for example – stencils, on-site activities challenges)
 Project Alert – Substance use prevention program

Education, Teaching and Training:
 Health Fair – NWHU staff participated in school health fair or community event
 Classroom presentation – NWHU staff presented on a health topic (for example – needle safety hand washing, healthy eating, tobacco use prevention)
 Food Safety – Safe Food Handler training was offered for students

Growth and Development:
 Sexual Health – Classroom presentation (puberty healthy relationships)
 Dental – includes screening, preventive services and health promotion

