



# St. Mary's High School

## School Parent Council Minutes

Date	Monday, September 25, 2017
Time:	6:30 p.m.
Location:	St. Mary's Catholic High School – Seminar Room 2.1 (Beside main office)
Next Meeting:	Monday, November 27, 2017

Attendees:	<p><b><u>Committee Members:</u></b>          John Dietrich – Principal          Erick Caceros – Student Activity Council Co- President          Naomie Seth – Student Activity Council Co-President          Bose Blokland – Co-Chair          Julie Hofstetter – Co-Chair          Frank Abbinett          Maryanne Cahill          Bob Carder          Dan Corrin          Lisa Dietrich          Amanda Isley          Cathy Koccevar          Colin Lafferty          Lilibeth Legado          Greta Radisic-Machado          Liz Rajic-Gibbs          Linda Tester          Iveta Voll          Julie Weiler          Michelle Willig</p>
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	<b><u>Presenter</u></b>
<b>1. Opening Prayer</b>	Julie Hofstetter
<b>2. Introductions:</b> Each member introduced themselves, providing a brief introduction and what they hope to gain or learn from attending the meetings.	All Attendees.
<b>3. Student Activity Council (SAC):</b> Activities for the months of September included: <ul style="list-style-type: none"> <li>• Grade 9 week the first week of school organized with SAC and LINK Crew activities included a BBQ for all grade 9s, scavenger hunt, Oreo cookie contest, Skittles give away for getting involved in sport or club offered at the school, concluded with 242 students attending the grade 9 dance on the Friday.</li> <li>• SAC members completed a 3 day retreat at Camp Kintail just outside of Goderich. Members spent time team building and learning about each</li> </ul>	Erick Caceros and Naomie Seh

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<p>other. Understanding values and the importance of getting involved to be leaders within the school.</p> <ul style="list-style-type: none"> <li>• Screenagers – a documentary around the use of technology was seen by most students and teachers within the school. Approximately 15 parents viewed the documentary in the evening. It provoked conversation on how technology is used, the need/use for technology as a global citizen, and the need to teach and limit the use of technology. We need to understand how we grow with technology as it changes and use it to improve our communications and learning.</li> <li>• Theme for the year is Technological Use</li> </ul> <p>Activities for the month of October include:</p> <ul style="list-style-type: none"> <li>• Opening assembly on October 6<sup>th</sup> – students will be showcasing their talents during this.</li> <li>• Sock to Boot – fill a boot with socks.</li> <li>• Coffee House – October 25<sup>th</sup> from 6:00 pm – 9:00 pm students showcase their talents and it is open to everyone.</li> <li>• Thanksgiving Food Drive – October 1<sup>st</sup> – 6<sup>th</sup>.</li> <li>• A Halloween activity is being planned – parents suggested a dance based on the positive feedback received from their students after attending the Gr. 9 dance.</li> <li>• Football Charity Game – Proposal has been submitted to administration waiting for final approval, it would be on October 13<sup>th</sup> during the regular season against St Benedicts, looking for donations for a charity bowl.</li> <li>• Dress down days will continue – first one will be October 25<sup>th</sup> students will purchase a bracelet for \$2.00 to take part. This will happen 6 times throughout the school year and there is a proposal for a 7<sup>th</sup>, where students will be asked to give up their phone for the day. Need to work out the logistics for collecting/returning cellphones to students, would be an interesting metric to record from 1 year to the next as to the number students will to participate and is in keeping with Technological Use theme.</li> <li>• SAC and the schoolboard is migrating to a new reminder application for parents that is FOY office approved. You are always able to see the calendar of events on the schools new website which over the summer was migrated to WordPress. Also parents are welcome to connect on SAC's twitter account: <a href="#">st_marys_kitch</a> or their Instagram account: <a href="#">smhkitchener</a> .</li> </ul>	
<p><b>4. Budget:</b>  Preliminary budget information was shared with parents and once finalized parents will be updated. Information included:  <b>Demographics:</b> 929 Females 1045 Males  148 ELD or ESL A-D Students</p>	<p>John Dietrich</p>



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	<p>668 Students 1<sup>st</sup> language is something other than English. Making our school community very diverse, which brings challenges but is also a tremendous opportunity for learning, growth and sharing.</p> <p><b>Staffing:</b> 135 Teaching Staff 23.5 Classroom Support Staff (one child youth care worker is currently shared with St. Benedict's based on numbers this will be full time at St. Mary's) 15 Support Staff</p> <p><b>Budget:</b></p> <table style="margin-left: 20px;"> <tr> <td><b>Total</b></td> <td><b>\$290,952.00</b></td> </tr> <tr> <td>Classroom:</td> <td>\$184,800.00 (64%)</td> </tr> <tr> <td>Supply:</td> <td>\$ 32,000.00</td> </tr> <tr> <td>Library:</td> <td>\$ 29,095.00 (10% board mandated)</td> </tr> <tr> <td>Office/Materials:</td> <td>\$ 29,095.00 (10%)</td> </tr> <tr> <td>SAC:</td> <td>\$ 17,000.00 (5%)</td> </tr> </table> <p>Classroom purchase of the budget includes resources, consumables, text books and when you know some text books cost \$120.00 each you understand why it is so high. Not each course receives new books etc. each year so funds are shared with departments to meet the needs of the students.</p> <p>We do receive some funding from our cafeteria contract with Aramark – which is currently in its 3<sup>rd</sup> year out of 5 but this is not as high as it used to be.</p> <p>Our funding/commission from the uniform sales by McCarthy is also not as high as in the past. Therefore will be looking for other sources of funding to support marginalized SMH families.</p>	<b>Total</b>	<b>\$290,952.00</b>	Classroom:	\$184,800.00 (64%)	Supply:	\$ 32,000.00	Library:	\$ 29,095.00 (10% board mandated)	Office/Materials:	\$ 29,095.00 (10%)	SAC:	\$ 17,000.00 (5%)	
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<p><b>5. PIC Grant:</b></p> <p>Each year School Parent Council receives \$500.00 – the 2015/2016 and 2016/2017 grant were used to create “Welcome”, Office, Chapel signage in different languages with the help of the ESL class to allow parents of other cultures who are not comfortable with English to find their way around the school. M&amp;T Printing was just completing the signage and it should be completed shortly.</p> <p>The 2017/2018 grant will be used to create a banner with St. Mary's crest in the middle and all of the feeder schools around it, each feeder school as well as St. Mary's would receive one of these banners so that elementary students and</p>		<p>Linda Tester &amp; John Dietrich</p>												



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<p>families knew what high school they would be attending. Consensus from the group was received.</p> <p>Discussion about St. Mary's Council members going to the feeder schools parent council meetings were had. Thought was a good idea, but felt needed something to show and explain why St. Mary's was a great school, suggested making a video that could be shared with the parents and students of the feeder schools. St. Agnes does a great job of messaging to their parents and students. Felt need to start talking students in grade 6 and 7 because by grade 8 decision has already been made. Have more 7-Up Days.</p>	
<p><b>6. PRO Grant:</b>          Application for a \$ 1000.00 grant had been applied for to assist the school with the creation of a multicultural day/night on May 10, 2018.  <i>Approval of the grant was received October 2, 2017.</i>          This will be a school event with a few members of this council sitting on the subcommittee. Linda Tester would like to be on the subcommittee, once the school administration has chosen their team an email will be sent out to see if other parents would like to sit on the subcommittee.</p> <p>SAC had also wanted to do a multicultural event this year and would like to be involved with this event.</p> <p>Bob Carder has reached out to colleagues at Conestoga College, and they have expressed interest in supporting the students and their parents are so new to Canada that they don't have a clear understanding of the educational pathways, services and career opportunities to be able to meet their needs and dreams of a fulfilling a sustainable life in our society.          Bose Blokland has also reached out to Indigenous and Muslim community representatives who are also interested in supporting the event.</p>	<p>Julie Hofstetter &amp; Bose Blokland</p>
<p><b>7. Uniform Collection and Sale:</b>          This past year 964 uniform pieces were collected and currently just over \$3000.00 has been raised.          The money collected is to go back to the school. These funds have been used in the past to cover uniform purchases for families in need.          This year we would like to consider allowing groups within the school to apply to the parent council for some of these funds for some of their activities.          Council would review and approve accordingly.</p>	<p>Julie Hofstetter &amp; John Dietrich</p>



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<p><i>Attached to these minutes is a proposed application for council members to review and provide their feedback on the form and process/mechanism for the distribution of funds at the next meeting.</i></p> <p>Parents also expressed an interest in doing this more than once a year, as students grow out of their uniforms. Wondered is a facebook clothing swap page could be set up or even the possibility of a collection and sale around Christmas time. No resolution at this time.</p>	
<p><b>8. Booster Club:</b> This idea is borrowed from St. David's, a list of parents who are willing to volunteer time for certain activities at the school but do not wish to attend the regular council meetings would be gathered and then as certain events arise these individuals would be contacted to see if available. Information is planned to go out with the progress report cards, as well as during student, parent, teacher conferences council volunteers will gather names and emails of parents interested.</p>	<p>Bose Blokland, John Dietrich &amp; Julie Hofstetter</p>
<p><b>9. Parent Volunteers:</b> <i>A calendar will be set up for members to sign up by Monday, October 9, 2017 and link emailed to council members.</i></p> <ul style="list-style-type: none"> <li>• <b><u>October 26<sup>th</sup> from 1:30 pm – 8:00 pm</u></b> volunteers are needed for an hour or two to meet/greet parents as this come in for their interviews and let them know about council, answer any questions they may have parent to parent, also to get parents to sign up for the booster club. <b><i>Julie Weiler and Iveta Voll have volunteered but asked that we provide coffee to the parents, something to attract them to the booth. It has been agreed that coffee will be available.</i></b></li> <li>• <b><u>November 16<sup>th</sup> 7:00pm-8:30pm:</u></b> Volunteers would be needed to sit with administrative/teaching staff as students arrive to check them into the semi-formal.</li> <li>• <b><u>November 30<sup>th</sup> from 6:30 pm – 8:30 pm:</u></b> volunteers are needed for an hour or two to meet/greet parents as this come in for their interviews and let them know about council, answer any questions they may have parent to parent, also to let parents know how to sign up for the booster club.</li> </ul>	<p>Bose Blokland &amp; Julie Hofstetter</p>
<p><b>10. Elections:</b></p> <ul style="list-style-type: none"> <li>• Amanda Isley agreed to be Secretary for the 2017/2018 school year.</li> <li>• Bose Blokland and Julie Hofstetter agreed to be Co-Chairs for the 2017/2018 school year.</li> </ul>	<p>Bose Blokland &amp; Julie Hofstetter</p>
<p><b>11. Future Agenda Ideas/Items:</b></p> <ul style="list-style-type: none"> <li>• D2L vs. Google Class</li> <li>• Achievement Trends –School Improvement Plan for Student Achievement (SIPSA)</li> <li>• eLearning – do you have to take in class, how does it work</li> </ul>	<p>Bose Blokland, John Dietrich &amp; Julie Hofstetter</p>

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<ul style="list-style-type: none"> <li>• Used Uniform Donations/Sale More than end of year</li> <li>• Review of new website</li> <li>• 3 Fold FAQ for Parents</li> </ul>	
<p><b>12. Other Discussion Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Where/How do students get their volunteer hours?</b> Students are able to get their hours from many sources SAC members suggested signing up for KeyClub and Mr. Dietrich showed the website Hours Republic that will match opportunities with interests and availability. Students can also do scorekeeping at school games etc. 65% of grade 12 students will not have their volunteer hours in at the beginning of the year. Students are encouraged to complete their hours in grade 9 &amp; 10, remember that they can start the summer they graduate grade 8.</li> <li>• <b>Bus routes- Are there late buses for students involved in after school teams/clubs?</b> No there are no buses available to drive students home outside of normal drop off and pick up. Grand River Transit (GRT) is available or parents will have to pick up. Tickets for GRT can be picked up at Sobey's, Shoppers Drug Mart and the corner store by the school to name a few. The cost for 5 tickets is \$12.00 and you do not require a student id card.</li> <li>• <i>Parents are asked for November's meeting please provide one question and answer that you wish you have known to help new/existing parents. These questions will be used to create an FAQ for distribution to parents.</i></li> </ul>	
<p><b>13. Adjournment</b></p>	
<p><b>Action Items for November Meeting</b></p>	<p><b>Who's Responsible</b></p>
<p><i>Review and provide their feedback on the form and process/mechanism for the distribution of funds at the next meeting</i></p>	<p>Members of Council</p>
<p><i>Set up volunteer calendar by Monday, October 9, 2017 and link emailed to council members.</i></p>	<p>Bose Blokland &amp; Julie Hofstetter</p>
<p><i>Sign up for volunteer hours if at all possible</i></p>	<p>Members of Council</p>
<p><i>Provide one question and answer that you wish you have known to help new/existing parents. These questions will be used to create an FAQ for distribution to parents</i></p>	<p>Members of Council</p>