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Tuesday January 9, 2018

6:30 PM - 8:30 PM

Learning Commons

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| Present | Absent | 2017-18 Council Members |
|  |  | Mark McMahon | Chair |
|  |  | Ingrid Meza-McDonald | Vice-Chair |
|  |  | Brynn McMahon | Treasurer |
|  |  | Helen Svoboda Dorner | Assistant Treasurer |
|  |  | Janice Vanderwel | Secretary |
|  |  | Lori McIntosh Belanger | CSPA representative |
|  |  | Milva Calla | Parish representative |
|  |  | Megan Pettit | Fundraising representative |
|  |  | Vicki Russett | Lunch Chair |
|  |  | Reneé Cooper | Member at large |
|  |  | Fidelia Addison | Member at large |
|  |  | Monica Jagdev | Member at large |
|  |  | Taylor Davis | Member at large |
|  |  | Sarah Eady | Teacher Representative |
|  |  | Mary Stone  | Support Staff Representative |
|  |  | Lori-Ann Hannigan | Vice-Principal |
|  |  | Tracy Mertz | Principal |

1. **Call to order**

Ingrid welcomed council and non-council members and called the meeting to order at 6:35 PM.

1. **Opening Prayer**

Lori led the opening prayer.

1. **Approval of Agenda**

The agenda was approved as presented

Motioned by: Milva Seconded by: Megan

1. **Approval of November Minutes**

The November minutes were approved as presented

Motioned by: Megan Seconded by: Milva

1. **Chair’s Report**

Christmas Café report <http://bit.ly/2D4WfVO>

Big THANK YOU to Mark McMahon for donating all the hot chocolate, coffee and tea for this event.

1. **Principal Report**

Advent hampers

Tracy thanked parents and council for the success of the advent hampers. 39 hampers were delivered to our sister school.

Advent concert

The concert was well attended and there was a great deal of positive feedback from families

Citizenship and community

Partnership between grade 6 classes and the Carleton Lodge retirement home. Four visits are scheduled. Literacy connection “tell my story”

Kindergarten registration

Registration has begun. We currently have 106 JKs. Budgets are planned based on the number of registrations. Early registration reduces the risk of class shuffles in the next school year.

Safe Schools

Peer mediators planning date is January 25. Grade 5 students will work to reduce conflicts in the school yard with peer to peer resolutions.

CAA School Safety Patrol – Tracy and Lori Ann are looking into bus monitors and how we can benefit from this program

Flying Eagles group started mid-November. The group pairs primary and junior students together to ensure a buddy system.

Dates to remember:

January 26: PD day

February 15: Curriculum reports come home

Math Mentors

Focus on learning math with non-permanent vertical learning surfaces (white boards on the walls)

Students will use Number Talks method approach to learning math. The idea behind Number Talks is to have short discussions about how to solve a particular mental math problem. The focus is not on the correct answer, but on all the possible methods of finding the answer.

Comprehensive literacy

Lori Ann presented the Let’s Read program. Students are selected based on a need to reach their grade level in reading.

Parents in the community have volunteered 1 morning/afternoon per week to read with students. Students are identified by their teachers who may require additional instruction to reach their grade level.

Staffing

Wendy Kenny and Maria Hempy are our new office administrators.

Milo

St Emily is one of 2 schools who have been selected in a pilot project to work with students on the autism spectrum to teach children to identify facial expressions.

Mary gave council a demonstration. For more info on say hello to Milo visit the website: <https://robots4autism.com/milo/>

1. **Treasurer Report**

Brynn presented the November report closing balance $28,600.00. December payments for Pizza, Subs, Christmas Café, advent top up, teacher wish list.

Current Cash balance is approximately $8000.00

1. **School Report**

Students and teachers are returning to routines after the Christmas break. Nothing further to report. Future meetings will merge the school report with the principal’s report.

1. **Committee Report**

**Lunch**

Janice presented the results of the lunch survey. <http://stemilycouncil.weebly.com/lunch-programs.html>

Lunch committee will coordinate with Tracy in inviting Mazzola to a council meeting for a presentation and testing.

Vicky explained that a price increase will be necessary for pizza due to price increase from our supplier.

Cheese Pizza $2.25

Pepperoni $2.50

Vegetarian $2.75

Gluten Free Cheese $3.25

Gluten Free Pepperoni $3.50

The subway program will remain unchanged with a biweekly offering. Our supplier offered assurances that he will oversee our orders to ensure that the issues we’ve seen are cleared up.

Flyers will be delivered to parents Friday January 12, 2018. Order deadline will be scheduled for February 2, 2018

Brynn Motioned to provide pizza on a weekly basis (currently offered by weekly)

9 council members present. Vote was 8 YES, 1 NO

Brynn Motioned to process the all ordering in one payment deadline.

9 council members present. Vote was 7 YES, 2 NO

**Fundraising**

Megan presented the ideas for the final two fundraisers for this school year.

Council set the date for the Cake walk as February 13 and Wendy’s night is tentatively booked for April 24 & 25. Megan will arrange a meeting to plan the Cake Walk. Volunteers will be required to set up and run the event.

**PRO Grant subcommittee**

Budget (on target)

* Speaker $500-550
* Promo $26.28
* Food $200
* Childminders budget $150

Numbers so far 33 / 19 some may be attendee +1

Possibly switch parents in learning commons and kids in gym

Volunteer web site: <https://goo.gl/qq1yxH>

6/21 spots filled

Mark will purchase the refreshments and drop them off earlier in the day of the event. k

Brynn will contact St Joseph for volunteers.

Janice will set up criteria for hiring 3 ECEs

Tracy will send out a synervoice

The event is open to the St Emily community including teachers and

Update: since the synervoice and they flyers went out, the registration is now at 81 attendees, 36 children. We are still low on volunteers

1. **CSPA Report**

November meeting minutes: <http://bit.ly/2qO4AIa>

Event: [Advocating for Your Child with Special Needs](http://www.ottawacspa.ca/cspa/news-and-events/upcoming-events/14-advocating-for-your-child-with-special-needs): Thursday November 30, 2017

1. **Parish Report**

Students must return their completed "We prepare for reconciliation" purple workbook by to the parish by Sunday January 14.

Our celebration for first reconciliation will take place at St Emily on Tuesday, January 30 at 7:00PM

Any questions can be directed to Janice Pilgrim at mailto:sacraments.schoolage@gmail.com

1. **New Business**

Skate night

Ingrid has finalized the details and will confirm with Mark for the available dates. We will use simplybookme.com to organize the times.

subscription fee 29.90USD/1 Month

1. **Next meeting**

February 13, 2018 at 6:30 PM in the learning commons

Meeting adjourned at 8:43 PM

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