



*"Together We Build Tomorrow in God's Love"*

## **Neil M Ross Catholic School**

### **Executive Council Meeting Minutes**

April 25, 2023 | 7:00 p.m.

In Person: Staff Room | Virtual: Google Link

**Attendance:** Tia Calderalo, Melissa Giroux, Susan Tarling, Candice Crandall, Courtney Quirk, Rachel Krystopowicz, Joe Becigneul, Shelby Moser, Rob Rawcliffe, Becky Prudhomme, Sheri Holik, Claire Dobrski

**Virtual:** Jenn Kluthe, Elicia Galesloot, Brittany Meaver, Leslie Slanisky

**Regrets:** Courtney Haigh

### **Business Portion of the Meeting**

1. Call to Order: 7:03pm
2. Opening Prayer: Melissa Giroux
3. Acknowledgement of the Territories: Melissa Giroux
4. Introductions
5. Good News to Share
6. Additions to the April 2023 Agenda
  - a. None.
7. Approval of the April 2023 Agenda
  - a. Motion: Courtney Quirk, Second: Susan Tarling
8. Approval of March 2023 School Council Meeting Minutes
  - a. Motion: Candice Crandall, Second: Sheri Holik
9. 2023/2024 School Council Elections: Shelby Moser and Rob Rawcliffe

Chair: Melissa Giroux - by acclamation

Vice Chair: Courtney Haigh - by acclamation

Secretary: Brittany Meaver - by acclamation

Members at Large: Susan Tarling, Courtney Quirk - all in favor

Kindergarten Representative: will be open to NMR parents in September, no names put forward as of April 25, 2023

### **Committee Chairs**

Holy Family Parish Representative: Vacant

Compassion Committee: Susan Tarling

Healthy Hunger/Hot Lunch Committee: Katie McMillan and Sheri Holik

Staff Appreciation Committee: Leslie Slanisky

Playground Committee: Courtney Haigh and Anne Hanson

Year End BBQ Committee: Candice Crandall

Shrove Tuesday Committee: Courtney Quirk

Yearbook Committee: Vacant

10. Fowler Report: Melissa Giroux
  - a. See Attachments at end of document.
11. Old Business
  - a. Staff Appreciation Week: Melissa Giroux
  - b. Recap provided by Courtney Haigh

*Here is our Staff Appreciation recap from March:*

- *Total Funds EMT/Cash Received: \$375.00 (received all EMT except two cash donations at the office)*
- *Total Funds Issued for Monday's Sweet Treat and Thursday's Coffee Treat and minimal decorations: (\$159.16)*
- *Starbucks Cards Received: \$270.00*
- *Funds Remaining - after event: \$306.50*
- *Starbucks Gift Card Purchased: \$306.50 (Admin \$206.50/Diane\$100.00)*
- *Staff Appreciation Balance: \$0.00*

*"Thank you to all the parents who donated their time and items to make Staff Appreciation SO successful! We were able to run the week of special days mostly through items donated from the form, with only minimal items purchased to fill gaps. Starbucks is always a staff favorite, and our Committee was able to provide beverages to any substitutes in the building that day, as well, staff who were absent on Thursday received their drinks earlier in the week."*

-a staff member unable to attend the entire week due to personal bereavement was treated to a gift card using excess funds to recognize and show appreciation for that Staff member, this helped to use up all the funds donated by parents  
-staff really appreciative of all the efforts in contributing and volunteering

- c. Dog Park Working Group: Shelby Moser
    - no meeting since last council meeting, nothing to report
12. Trustee's Report: Joe Becigneul
  - a. See Attachments at end of document.
13. Administration Report: Shelby Moser and Rob Rawcliffe
  - a. See Attachments at end of document.
  - b. Gymnasium Sound System:

***Motion for Council to approach Friends of NMR to fund the new mic/sound system as per the quote from Evolution AV at a cost of \$14 711.05***

Motion: Susan Tarling, Second: Becky Prud'homme; all in favor

- c. Student Code of Conduct: printed copy reviewed with no comments/feedback, no changes from previous year

- d. Second Term Interview Changes: Feb 13 and 15 proposed to be a collaborative interview geared toward intervention and working as parent and teacher to build on skills that need improvement prior to assessments and reporting period. This is preferred to the current interviews occurring after report cards are finalized for the term.

-Shelby to approach staff inquiring whether there is a preference for staff appreciation be changed to that week as well or remain in March

14. Friends of Neil M. Ross Report: Becky Prud'homme

- a. Raffle Winners: Sanna Ryan, Sheri Holik, Susan Tarling
- b. Ski Night we will hopefully be booking for next year, limited dates available, cost and deposit amount increased

c. ***Breakdown of our profits for this year to date (rounded):***

Healthy Hunger Funds from 2021/2022 - \$5252

Art Cards - \$1648

Halloween Dance - \$3417

Little Caesar's - \$ 796

Purdy's - \$622

Snow Valley - \$1326

Mabel's Labels - \$52

Write on Stationary - \$1242

Raffle - \$1023

**Total Profit** (rounded to date) - \$10 126 (\$15 378 including HH)

d. ***Breakdown of Items Funded for this year to date (rounded):***

Grade 4 Bibles - \$1400

Raz Kids - \$2800

Playground Bins - \$425

Prayer Tables - \$3300

Playground Phase 2 - \$30 000 with an additional up to \$3500 for taxes

**Total Funded** (rounded to date) - \$7925 (\$41 425 included playground)

- e. We applied for a grant, Community Services Relief Fund, for Phase 2 Playground and were not awarded funding due to the high volume of applicants in a very competitive application review.
- f. We had four new faces at our last meeting. Lots of great questions and feedback. Everyone will be bringing an idea for fundraising for next year to the next meeting. It will be our last meeting of the year.
- g. As per ASCA we are now required to have members sign a membership form. Please email us and we can send the form to you and will have them available at our next meeting as well.
- h. Elections will be held at the next meeting. Positions include Chair, Vice-Chair, Treasurer, Secretary, and Members at Large (up to 5). We will send out an email this week with an agenda and information on all positions available and what the duties entail.
- i. Next Meeting May 25, 2023 at 7pm in Staff Room or Virtual

15. Healthy Hunger: Sheri Holik

- a. Distribution Conflict in Grade 4 Classroom: lunch was not provided to the appropriate child, healthy hunger volunteers were notified but lunch had already been taken by someone else.

Admin advised that in the future they should be notified right away so that teachers can be made aware, and discussions happening within the classes and with the students supervising.

b. Not Receiving Full Lunches in Grade 2 Classroom: child was reportedly not given the full lunch that their parent paid for, however all food was allocated to the classroom, but had to have been given out to someone else in error. Admin advised that in the future they should be notified right away so that teachers can be made aware, and discussions happening within the classes and with the students supervising.

c. Quality of Food for Div 1/Second Lunch Time (with one early delivery time for food): parents concern over excess food from hot lunch coming home not eaten and being thrown away. When kids are receiving food it is cold, or hard. Lots of food being wasted or thrown out. Admin announced there will be one lunch hour next year, however supervision is lacking. There will be a callout for more lunch supervisors for next year. This is a one hour a day commitment, where the position is paid to a minimum of 1.5hrs.

16. Holy Family Parish Update: Melissa Giroux

a. See Attachments at end of document.

17. Yearbook Update: Becky Prud'homme

a. Congrats to the winners of the cover contest: Ella Burk (front cover) and Aleah Boisvert (back cover). Great work to all that completed art, the finalists as well as the winners chosen by Staff and our NMR Parent Community.

b. Proof 1 was submitted to the committee and admin for feedback. Class pages and candid photos have all been organized and are under way.

c. Kinder Keepsake, Grade 6 Baby Photos and Grade 6 Teacher Message will be included in this year's book.

d. Sold to Date: 153. Current cost if we do not sell 226 contracted copies - approx \$844. We have a balance of \$5615 from previous year's yearbook sales, this is to be used for shortfalls.

e. Purchase your yearbook today!

18. New Business

a. Year End BBQ: Candice Crandall

-June 28, 2023

-will move forward using the Knights to cook and supply burgers, hotdogs, buns, and condiments

-the school will purchase drinks, chips, and veggie burger options

b. 2023-2024 Playground Bins: Claire Dobrski

-reviewed the quality of equipment after the winter, and inventory done on the bins for what is left for the remainder of the school year.

-will be looking at increasing the amount we spend on the equipment for the bins in the future to ensure that we have good quality as well as money to supplement the bins in the spring if inventory is low

-the rise in cost for equipment to be considered as well

-no more skipping ropes will be provided in the bins due to ongoing safety concerns

-skip it toys were a huge hit with the kids and more will be added

-request for feedback from parents for any items they would like to see in the bins

***Motion for Council to approach Friends of NMR to fund the playground bins with an amount of up to \$1000 for the upcoming 2023-2024 school year.***

Motion: Susan Tarling, Second: Becky Prud'homme; all in favor

- c. School Council Meeting Dates 2023-2024: printed copy reviewed with no comments/feedback
  - Dates for 2023/2024: September 26, October 24, November 21, January 23, February 20, March 12, April 23, May 28
  - tentative date discussed for 2023/2024 Halloween Dance as October 20, 2023

***Admin has kindly offered to host the May Council Meeting at Boston Pizza again this year. More details to come with our May Meeting Agenda and Notice.***

Meeting Adjourned: 9:07pm

Next Meeting: May 30, 2023 at 7:00 p.m

### **Attachments**

#### **10.a. Fowler Report**

##### **Richard S Fowler Report**

1. We were so thrilled to have the school walk to Holy Family Parish to re-enact the Way of the Cross, led by Mrs Morgan and the 9-3 homeroom. It was a beautiful reflection on Jesus' journey to the cross.
2. Our Lenten service project raised \$1232 which was donated to Catholic Social Services Ukrainian refugee relief fund. We are so grateful for our school community that made this happen!
3. In March, our gr. 7 band students participated in an overnight band retreat at the school. Our gr. 8 and 9 band students are off to Jasper in May for their retreat. Our band students also participated in the Rotary Music Festival, junior band received gold and senior band gold with distinction.
4. We hosted our Ski Trip to Jasper on March 16th. We had 88 students attend and it was a perfect Bluebird Day! Couldn't have asked for better
5. Tuesday, April 18th a group of students headed to the Young Leaders Conference at the Edmonton Expo Center. We can't wait to focus on developing young leaders who will make a positive difference in the future.
6. RSF badminton is in full swing. Tryouts happened over the weeks prior to break and the week after. Our singles start up this week.

7. RSF's Production of Frozen Jr. is April 27th at 6:30pm at St. Albert Alliance Church. Doors open at 6pm. Tickets are \$10 each. Please join us, tickets can be purchased at the door.
8. Planning is underway for our Grade 9 Farewell so save the date of June 9th if your child is in grade 9. Mass is at 5 with a reception in the hall to follow and we will host a dance for students from 7-9.
9. Final Exam dates are determined and all exams have been entered into the RSF calendar. First PAT is May 15th with Part A of the ELA exam. Then June finals run from June 20th to the 27th.

## 12.a. **Trustees Report**

Board of Trustees Report: April 2023

Our regularly scheduled Board meeting was held on April 17, 2023.

Board Business:

The Board reviewed and approved, or accepted, the following Action items:

- Policy Reviews:
- Policy 3. Role of the Trustee
- Policy 7. Board Operations
- Policy 10. Policy Making
- Policy 12. Role of the Superintendent
- Policy 18. Naming of Schools
- Policy 20. Trustee Determination and Distribution of Elections.
- Edwin Parr Nominee: Elsa Amaya, Morinville Community High School.
- Minister LaGrange's Youth Council – Presentation from Avalina Zenari, ESSACHS
- Reviewed School Fees as submitted by all schools through their School Councils.
- Three Year Faith Theme (2023-2026). Growing in the Trinity: Love, Mercy & Grace.
- 2 nd Quarter Financial Update.

Upcoming Board Initiatives:

- Meeting with All Candidates (St. Albert and Morinville-St. Albert Ridings).
- French Immersion Campus Naming Committee (stay tuned).
- Alberta School Boards Association Zone 2/3 meeting May 1.

Board Strategic Planning Meeting – Second session May 9 th .

Meeting with Legal & Morinville Town Councils scheduled.

GrACE Summit – May 12.

Joint Meeting with St. Albert City Council / St. Albert Public Trustees and Centre Nord Francophone Trustees – May 15.

Ecole Father Jan Commemorative Event – May 18.

Council of Councils Meeting (tentative) – May 23.

ACSTA Spring Meeting – June

ASBA Spring General Meeting – June 5-6.

Canadian School Board Association – Annual Meeting held in Alberta this year – July.

Board Evaluation

Superintendent Evaluation.

The next Regular Meeting of the Board is Tuesday, May 30, 2023, at 3:30 p.m. at the Division Services Centre. All Regular Board Meetings are open to the public.

### 13.a. Administration Report

#### Admin Report for NMR School Council Meeting April 25 '23

#### FAITH & LEARNING NEWS

##### ★ FAITH: ARISE : Get up...Get Going!...**GO WITH GOD!**

- Our Faith retreat was amazing. We started the retreat off in the gym with Colin Loiselle (Division Faith Consultant). The students sang songs with him and had a wonderful time praying as a school community.
- Students then made rosaries together with their classes. These rosaries were then blessed by Father Antony at our Alleluia Mass.
- We raised \$1680 for Catholic Social Services Ukrainian Relief fund.

##### ★ LEARNING:

- Our grades 5 and 6 students are going to see Fowler perform Frozen at the Alliance church.
- 
- Teachers are already planning for next year and the new curriculum. They will begin professional development in the coming weeks with other teachers from the division and our curriculum leads at Division Services Centre.
- Les Bucherons was at our school speaking to all students about the history of the French-Canadian peoples.
- Grade 4 just finished a great afternoon today building catapults with Teacher's Pet.
- We have been selected for the tech pilot project this upcoming school year. Teachers will be switching over to chromebooks and each classroom will have an **interactive** TV (smartboard) installed in it. We are so excited!

#### SCHOOL NEWS / Collaboration

##### ★ Projected NMR Enrollment for 23/24

- Kindergarten 45 (Full day 17, Half day 28)

- Grade 1: 69
- Grade 2: 54
- Grade 3: 65
- Grade 4: 58 (11 sports academy)
- Grade 5: 65 (25 sports academy)
- Grade 6: 45 (13 sports academy)
- At this time, we are not planning any combined classes. Reconfiguration may happen depending on registration
- ★ Gymnasium sound system
  - After receiving 3 quotes, the following quote from Evolution AV was the lowest bid - **\$14,711.05**
- ★ School code of conduct - printed
- ★ PTI's Next Year:
  - October 18 & 19, 2023
  - February 13 & 15, 2024

Please feel free to email or call Shelby or Rob if you have any additional questions or would like to provide us with feedback on any of our school-related items. We would love to hear from you!

- Shelby Moser [smoser@gsacrd.ab.ca](mailto:smoser@gsacrd.ab.ca)
- Rob Rawcliffe [rrowcliffe@gsacrd.ab.ca](mailto:rrowcliffe@gsacrd.ab.ca)

#### 16.a. Holy Family Parish Update

##### Holy Family Parish Report

- First Eucharist Masses will be held on Saturday, April 22nd at 5:00 pm and Sunday, April 23rd at 9:00am.
- Confirmation Masses will be held on Saturday, May 27th at 5:00 pm and Sunday, May 28th at 2:00pm.
- Holy Family Parish continues to look for a part time parish youth coordinator. For more information, please visit the Archdiocese website.
- Our Lady of Victory Camp is still accepting registrations for students in Grades 4-12 next fall.
- The 2023 Annual Society of St. Vincent de Paul (SSVP), North of 60 Project, assists those in need in the North and Arctic. Sea containers of food and necessities are shipped annually from the Edmonton area by truck and sea-barged to many of the far north communities. To support the fundraiser they are accepting funds to the St. Vincent de Paul society. Household items (list of recommended items) can be found at the Holy Family Parish office and can be dropped off on Wednesday, April 26th (7:00-8:30pm), Sunday April 30th 8:30-11am, and Sunday April 30th 4:30 to 5:00pm.