

## Oct 7, 2024 | 📅 School Council Meeting

### 7:00pm

Attendees: Robyn Burns, Jody Eikelboom, Shirah Davis, Gina Anderson  
School Admin: Patti Oxford (Acting Principal, Christina Schneider, Acting VP)  
Community Members: Catherine Williams, Julie Todd, Nancy (last name), Uyanga Wren (?)

Regrets: Sara Poirer

1. Opening Prayer
2. Approval of Agenda
3. Superintendent's Report
  - a. Copy to be sent to Catherine Williams
  - b. Rep from Dept of Ed bringing copies was unable to be there.
4. HFES Council Annual Report 2023-24
  - a. Report will be added
  - b. JE motion to approve, RB second
    - i. Approved pending financials
    - ii. Approved pending Principal's year end report
5. Close 7:10pm

### 7:30pm

Attendees: Robyn Burns, Jody Eikelboom, Shirah Davis, Gina Anderson

Regrets: Sara Poirer

1. Opening Prayer
2. Approval of Agenda
  - a. SH motion to approve agenda as amended
  - b. JE second
3. Approval of Minutes from last meeting
  - a. SH motion to approve
  - b. RB seconds
4. Principals Report
  - a. Report to be added when PDF'd
  - b. RB - Were you satisfied with the police communication
    - i. Yes, it was quick and efficient
  - c. Fundraisings to help supplement the bus cost for trips.
    - i. Further discussion to be had, adding a 10 D fundraising to agenda
    - ii. White bus has arrived seats 16 kids

1. CLASS 4 courses will be offered to get some additional drivers for the white bus.
- d. Grade 4 bible ceremony
- e. RB - Can we please have a student illnesses update
  - i. Grade 2 stomach bug
  - ii. 4 accident report 1 resulting in a broken hand
- f. SD - is anything happening for catholic education week
  - i. Breakfast
  - ii. Blue shirt day in May
  - iii. RB - is there anything that we can help with?
    1. Yes add to agenda
- g. Wild school is doing an after school program
5. Financial Report
  - a. Available \$1,989.23
    - i. \$1,707 - victim services fund
    - ii. \$1,021.38 - outstanding uncashed checks
  - b. Yet to receive yukon government fund for operating School Council
  - c. Reminder to council to please confirm honorariums
  - d. Note from member of the public: Applied for food literacy fund our application was not successful
    - i. RB - through the fund there is a million dollar infrastructure fund. We will be working on applying.
6. CEAY Update
  - a. ACSTA it was a happy visit but we would like better attendance next time
  - b. Upcoming the breakfast for catholic education week we are looking for volunteers
    - i. Patti - I can send out to parents to help
    - ii. Sacred heart parish is doing a retreat open to the public.
7. Mud Kitchen Update
  - a. Design has been provided for the 'Little kids' kitchen
  - b. Waiting on input for the 'Big kids' kitchen
  - c. Waiting on location
  - d. Funding update -Gina is still waiting and will reach out when it comes down
8. Babysitting Course Update
  - a. Date have been set for November 2 & 3
  - b. The course is 10 hours
    - i. Has to be a volunteer from council and a parent
  - c. Once timing has been clarified, information will be sent to Patti who will communicate with families.
9. Pizza Lunch Update
  - a. Thank you to Erin who continues pizza lunch organizing. Council does not need to be involved.
10. November Student 'Fun'
  - a. Brainstorm Ideas
    - i. Survey of parents

- 1. This was done in the past, but it may be a good idea to do again.
- ii. Catholic education week
- iii. Door decorating contest
- iv. Christmas Cards fundraisers
  - 1. RB to looking to pricing and deadlines
  - 2. Julie coordinate
- v. Wrapping paper fundraiser - idea for potentially another year

#### 11. Ideas from Staff

- a. Winter Clothing for School
  - i. Winter clothing drive for holy family
  - ii. Christie Reed would be a good contact
  - iii. JE to coordinate with some staff
- b. Outdoor Learning Supplies
  - i. Teachers currently have a Wagon
- c. School Swag
  - i. There will be mockup are coming
  - ii. Teacher led conference will have samples to try on.
    - 1. JE and RB to help
  - iii. Buffs will order extra to have some to the school.
- d. Fundraising
  - i. Schools creating a non-profit to have access to other fundraising mechanisms.
    - 1. Shelly Peters will inform, GA to make initial contact
  - ii. Kirsten to take on Mabels Labels
  - iii. Related: Patti will have someone get back to us on if donations made to the school are eligible for a tax receipt.
- e. Catholic education week
  - i. Jeans for Jesus
    - 1. RB to make a poster

#### 12. Bussing Committee

- a. Bus 19 was not running for a week, this route has a lot of students so represents a lot of families who are disrupted.
- b. No communication to the bus time change of some other routes
  - i. RB will try to attend the bussing committee to represent Sara who will be away.

#### In Camera

#### Action items

- ~~KB to reach out to Richard re funding~~
- ~~GA to follow up on uncashed checks~~
- PO to ask for parent volunteers for the Catholic Ed Week Breakfast
- RB to email PO confirming dates and time for the babysitting course
- RB to organize Christmas Card fundraiser with JT

- GA to reach out to Shelley for information on non-profit process
- PO to confirm if donations to the school can get a receipt for tax purposes
- ~~KB to look into/coordinate Mabels Labels~~
- PO to ask Lionel about ideas for \_\_\_\_
- ~~GA to notify KB when grant for Mud kitchen comes in~~

Action items - Sept 8

- Council to please email honorarium requests
- Add Annual Report to September Minutes
- RB to check with the First Nation School board
- Council to provide Council Policy Update

**2024 – 2025  
Principal's Monthly Summary  
Holy Family Elementary School (Area 1)**

**Special School Events and Special Days (i.e. Parent Teacher Interviews)**

Date	Event/Day
Sept 25/24	Orange Shirt Day – Truth and Reconciliation

**Religious Education Activities**

**Growth Planning and Assessment Activities**

Benchmark Assessments

**Health and Safety**

Accident Reports	4
Bus Incidents	
Fire Drills	1
Earthquake Drills	1
Lock Down Drills	1
OHS Committee Meeting	Sept 10/24

**Facility Issues – Action Taken to Date**

-move downspouts outside the storage/gym door so water/ice doesn't build up on the sidewalk. Pty management is doing the work.
Install covers for electrical plugs with exposed wires. Pty management electrical is doing the work.
Tap in K/1 replaced with a single faucet
Relay panel #4 repaired by YG electricians
Plumbers came in to check the sprinklers functionality and covers not on the ceiling
Bathroom light changed in Gr.1 by Pty management
white bus

**Any other news/business**

- ✓ choir
- reading assessments
- ✓ a few new TACS
- ✓ orange shirt day liturgy by the fire
- ✓ Terry Fox run
- ✓ literacy + numeracy logs
- ✓ NME pilot
- ✓ padded room
- ✓ O. SEAT to hire

Principal's Signature:

*Patti Oxford*

- students

upcoming events

**2024 – 2025**  
**Principal's Monthly Summary**  
**Holy Family Elementary School (Area 1)**

**Date: September 2024**

**Current Enrolment by Class:**

Class	# of Students total=
K - Sanford/Kim	15
K/1 – Shoenberg/Hougen	14
1 - Todd	15
2 - Schamber	22
3 - Wiggins	22
4 - Doyle	25
5 - Boiteau	23
6/7 - Gillis	24
6/7 - LaLonde	24
<b>TOTAL ENROLLMENT:</b>	<b>184</b>

**Staffing Updates:**

Name	Comment

**Professional Development Activities**

Participant	Date	Type of Activity
Tamara Boiteau	Sept. 25, 2024	R2L Training
All Staff	September 26,27, 2024	YAEP Conference

**Student Activities and Field Trips**

Type of Activity	Date	Program	# of students
Gr. 4-5 Soccerfest	Sept 11/24	sports	25
Gr. 6-7 Volleyball Tournament	Sept 18/24	sports	23
Whole School - Terry Fox Run	Sept. 20/24	Fundraiser	165