



Meeting Minutes

Immaculate Conception Catholic School Council

Wednesday, February 2, 2022, at 6:30 PM (Zoom)

Meeting called to order by Guy Mathieu (Principal) and Susan Traverse-Wong (Chair)

1. Attendance

In Attendance: Guy Mathieu, Susan Traverse-Wong, Stella Holloway, Moira Swiatek, Ellen Balfe, Toni Leclair, Maggie Paton, Noah Maxwell, and Monique Martin

Regrets: De-Anne Szwed, Sarah Tousignant, Sarah Coulombe, Meghan Simon, Lisa-Lynn Hunter, Delila Coutu, and Tina Dubois

Opening Prayer and Welcome

- Catholic School Council meeting opened in prayer at 6:32 PM
- the meeting was recorded for notetaking/minutes purposes
- the agenda was adopted as presented

2. Approval of Minutes from Previous Meeting

- Mr. Mathieu guided the group in a review of the minutes of the previous meeting
- the minutes from the November 17, 2021, meeting were accepted as presented and will be posted on the school website
- Mr. Mathieu reviewed where the archived Catholic School Council agenda and minutes can be found on the school website

3. Financial Update

- a financial update was provided by the principal
- Parent Involvement Funds account balance currently stands at \$783.00
- \$1000.00 of Catholic School Council funds were spent towards the purchase of 11 Bluetooth speakers (1 for each homeroom)
- these funds are traditionally used to promote parent involvement at the school
- since there have been no expenses related to parental involvement due to Covid-19, the Council team agreed unanimously to divert \$1000.00 of Parent Involvement funds to support student activities and/or enhance student learning
- the remaining balance was paid with general school fundraising dollars
- the Christmas Food Drive generated \$327.90, and these funds were donated to St. Vincent de Paul in Val Caron

4. Report from the Learning Hearts Daycare

- Tina Dubois is not able to attend today's council meeting
- Tina provided the following questions to the council/principal for their consideration; Mr. Mathieu will follow-up with the daycare after the meeting
- when the school gets their next shipment of Rapid Tests are we getting another batch from the school?
- we haven't received the cloth masks for the children yet, have you received yours?
- our classrooms are filling up and we now have three groups in our Infant, Toddler and Preschool room so we are working hard to get timing just right so we are not disturbing the children/teachers that are going outside for recess or when coming in from recess as well as not being in the boot room when classes are going to and coming out of the gym - we will work on this
- I know you mentioned doing a Pizza fundraiser and I was telling you how well we usually do with this one - we just finished ours and we profited \$738.00, so I'm sure the school will do great
- we continue to follow all Public Health Guidelines.

5. Report from the Principal

- communication with parents (modes, accessibility, efficiency) seem to be working well
- a letter providing direction for Valentine's Day will be sent home to parent soon
- some student services are currently on pause (extra-curricular, pizza)
- these services may start coming back as early as March 2022
- snack program and Fruit and Vegetables program all continue for students who rely on these services; all health and safety protocols are followed by staff and students
- recycling program (blue box) is currently being managed by the custodial staff
- the "You and Your Pet" photo contest on Facebook was a great success and wonderful community building activity – all enjoyed it very much – congratulations to our winners!
- staffing continues to be a challenge due to current isolation requirements – positions are being filled by unqualified staff where necessary

- student attendance (monitoring the 30% threshold); so far, we have not exceeded the 30% threshold; we average about 12% to 15% daily
- we continue to support students who are absent due to Covid-19 (we are offering options such as homework packages, work on Google Classroom, and loaning iPads to the students who need access to technology at home)
- rapid tests for students were handed out as per the directives from the school board; additional test kits are available if requests meet the guidelines provided
- a student vaccination clinic will be held at Immaculate at a date to be determined soon
- Term 1 report cards are going home on February 11 (digital report card delivery via email); paper copies will be provided to parents upon request
- new mental health service delivery model is starting soon
- EQAO will be done electronically for all students in Gr. 3 and 6; it will be held some time in May or June
- mTransport bus tracking utility is now available to administrative staff; this allows us to see the exact position of school buses in real time and better manage issues pertaining to late buses

6. Round Table Discussion

- Mr. Mathieu is retiring on May 1, 2022
- members of the Catholic School Council developed an incoming administrator profile that will be submitted to the Director of Education for her consideration
- a copy of the profile will also be shared with the incoming principal so that he/she is aware of the priorities that are important to the students and parents in this community
- a copy of the profile is attached

7. Fundraising Plan

- the school has purchased a high-quality Bluetooth speaker for each homeroom
- the school will continue to investigate the possibility of fundraising with Little Caesar's Pizza Kits in the spring to help fund new initiatives
- we may do another round of school spirit wear sales with King Sportswear in the spring
- a Spring Book fair may be organized for the spring, depending on restrictions

8. Future Meeting Dates

- Wednesday evening works best for most Council members
- meetings will be held every six to eight weeks on Wednesdays at 6:30 p.m.
- there will be a minimum of two meetings before and two meetings after Christmas
- parents will be offered opportunities to participate in board-wide events through the RPIC (Regional Parent Involvement Committee)
- next meeting date is to be determined and shared with everyone as soon as possible

9. Adjournment

- the meeting was adjourned at 7:22 p.m.