

April 8, 2015

St. Charles Catholic School Parent Advisory Committee Meeting

1. Meeting called to order 6:37 pm
2. Prayer
3. Adoption of Agenda: Gord Currie, second by Bill Ivey
4. Adoption of Minutes posted online: Janice Compton, second by Denise George
5. No business arising from the minutes
6. Principal's Report:
 - a. Thank you to those who helped with the Shrove Breakfast and staff appreciation luncheon. Both were very successful.
 - b. Teachers are completing report cards on Power School but too many schools online caused the server to crash and other issues are being worked out.
 - c. Middle years are testing a Parent Portal which will be for assignments and mark update. The goal is to implement for next year.
 - d. New phones were installed by Brian Quick in all areas throughout the school. New system allows calls to go to voice mail or send a text to the teacher. Eliminates the need to go through Norm.
 - e. Father Jose Eduardo is moving to Brazil June 14th.
 - f. Parents are encouraged to complete the short survey on school goals if they haven't already.
 - g. Camp information meeting coming up.
 - h. Three separate orientation meetings have been scheduled to talk about school issues, lists, trips etc.
 - i. Class school supply lists presented in spreadsheet format with all grade levels on one page. Grade 3's will wear the gym uniform due to the 3/4 split and eliminates some children changing and not others. The company providing supplies to order from is waiting for list approval but cost is not yet determined.
7. Chair Report:
 - a. Thank you to Parent Class Reps who helped with the school closure (due to the water situation) by using what lists and contact information they had to get the word out to families. Positive comments were heard and emails went out quickly. Kim was at the school redirecting those who arrived at school. Even though procedures weren't in place, the situation was still handled well.
8. School Board Report:
9. Fundraising:
 - a. Mabel's Labels are available to order online. When a code is entered upon ordering, the school gets money. The money will go to support kids for extra-curricular activities or other needs. Information will go out with class supply lists. A link will be posted on the school website with school supplies.
 - b. Plant Sale will need volunteers when the plants arrive to help sort the orders.

- c. Golf tournament planning is going well and plans for next year will begin.

10. Buildings and Grounds:

- a. Phones were updated by Tele Experts.
- b. Roof repairs are moving along but no new dates for completion were given.
- c. The environmental testing was done and came back with good news.
- d. The structure of the old building is good except for the far southwest corner which will need attention.
- e. Construction managers have been selected and expected to send project out for tender. Hope is to begin in June and be completed by September.
- f. Spring Spruce Up The School weekend has yet to be determined and is a good opportunity for volunteer hours.

11. Community Events:

- a. Staff Appreciation Lunch was well received by staff with the event catered by Olympia Diner and treats by supporting parents.
- b. Grade 8 Farewell is June 29. Kathy and Fiona need grade 7 parents to help and will be contacting families soon.
- c. New Family BBQ in the fall is in the beginning planning stages. No date yet. A letter for the uniform fitting and orientation meeting will be available to hand out.
- d. Uniform Fitting is April 29 from 11:30am – 7:00 pm in the lower gym. A new slim pant is available. Boys pleated front pant and girls stretch pant will no longer be available. There is a new gym uniform but families do not need to purchase the new style if they have the old style of gym uniform. There has been a small price increase to the cost of the uniforms. A new format for the uniform fitting will be tried where families need to book appointment times online to try on uniform clothing and a volunteer will be assigned to help the family.

12. Class Rep Report:

- a. Class Rep brought forth a parent concern over end of year awards not being publicized enough.

Issue addressed by Dr. Penny: Honor Roll and Honor Roll Gold awards are put into report card instead of students being recognized individually due to the large number of kids on the Honor Roll versus the small number of students who are not on the Honor Roll.

Rep would like this to be explained to parents or put in a letter and asked to possibly have a list for recognizing student achievement.

Other members vocalized the list would create the same issue as addressed by Dr. Penny.

13. New Business:

- a. This is the last PAC meeting of the year. Next meeting will be September 16.
- b. Meet the Teacher is September 23.
- c. PAC elections:
 - i. Position of secretary is open. Krysten D. nominated but was not in attendance to accept the nomination.

- ii. PAC Chair: Stacey K. nominated and second by members of PAC
- iii. PAC Vice Chair: Heather S. nominated and second by members of PAC
- d. Question: Will there be a summer camp at BASC? Answer: Yes, Kim is already taking registrations.

14. Meeting adjourned 7:25pm