



**ST. JAMES**  
CATHOLIC SCHOOL



## **Catholic School Advisory Agenda & Minutes**

September 23, 2024 | 5:30 pm

**Present:** Kerri Lyn Courtney, Jill McIlwain, Kim Carnochan, Jen VanDieten, Emily Hendriks, Danielle Tosetto, Ange Poppe, Mariana A. Gamez

**Regrets:** Mel Denys, Sarah Blake, Diane Young

### **AGENDA:**

#### **1. Welcome Prayer**

*Heavenly Father, we come to you today asking for your guidance, wisdom, and support as we begin this meeting. Help us to engage in meaningful discussion; allow us to grow closer as a group and nurture the bonds of community. Fill us with your grace, Lord God, as we make decisions that might affect the students, staff, and friends of St. James School. We ask these things in your name, Amen.*

#### **2. Review of May 2024 Minutes**

- a. Discussion of Spring Fling - 2024
- b. Communication Practices
- c. Possible Items for Purchase to Improve Recess Experience
- d. Sensory Tools/Ideas for All Students

#### **3. Principal Update**

- a. Health & Safety Update
  - i. School Drills - starting September 23 - October 2
- b. Safe & Healthy School Team
  - i. formation stage of this team - will be confirmed by the end of September
  - ii. Will consist of the principal, office Assistant, Teacher, Support Staff, and two intermediate students
  - iii. Provide insight into how to improve inclusive education within the school community, bullying prevention, and positive mental health and well-being for all students
  - iv. Student leadership committee - opportunities for assemblies, guest speakers, and programs offered by the community to support students - Rural Response Growing Resilience Program and Big Brothers/Big Sisters
- c. Perth Huron Crossroads Family of Parishes Update
  - i. First Communion/Reconciliation Meeting last Thursday evening
  - ii. Karen Doyle to drop items off to families that may have missed for various reasons
  - iii. Continue to leave a space in Family Weekly Update for Parish Connections
- d. School Improvement Plan
  - i. EQAO - waiting for results from the Ministry
  - ii. Working on finalizing plans for this year
  - iii. New spiritual Theme - On Fire with the Spirit (scripture related to the Pentecost)
  - iv. New banners and items throughout the school to support this theme
- e. Open House
  - i. Wonderful success and the book fair earned the high 'reward' (40% return) for school-based funds for fundraising!
- f. Food & Milk Program
  - i. Pizza & Milk begins this Wednesday

- ii. Increase in price and how funds will be used
  - iii. The popularity with the student lunch program is still high - similar numbers to last year
  - iv. Support for families that are interested in pizza but don't have the means have reached out
  - v. Subway day possibility - drivers needed twice a month for delivery
    - 1. Move ahead with Subway Day - the group has connections to drivers - create a signup schedule and share it with the Parent Council Group
    - 2. Plan to set up the program until Christmas
    - 3. Contact Subway and discuss costs/make a plan for beginning
  - vi. Rearranging of pizza days with extra-curricular/class trips occur - change of practice
- g. Terry Fox Run
  - i. Online Donation Link is now open
  - ii. Toonies and Loonies are accepted all week and will be added to the school donation total
- h. Healthy Food Program
  - i. Heather Schoonderwoerd continues to be the lead on this
  - ii. Group snacks on Thursday and a dish of snacks available throughout the week
  - iii. Donations to the snack program are welcomed and help us - supply does not match our demand in the school - a large donation last year assisted with this
- i. Invitation for CPIC
  - i. [CPIC Invitation Letter 2024](#)
  - ii. October 29, 6:00-7:30 in Dublin at the Catholic Education Centre/option to join virtually
- j. Playground and Recess at St. James
  - i. Observations of older students using primary-aged materials at recess
  - ii. Need more options for students
  - iii. Discussion with the staff has begun around making the playground and sand area K-3 only
  - iv. Before making a change - need to have further options for them to engage in

#### **4. Budget Update**

- a. Opening Balance for the year \$2,151.70
- b. Costs to end the year last year: grad gowns and portfolios/composites for certificates

#### **5. Fundraising Goals**

- a. Considerations - Large / Small
  - i. Large - Spring Fling
  - ii. Small - several, some class-based ones for class trips
  - iii. Engage local restaurants with possible special 'food days' for fundraising
- b. Ideas for this year;
  - i. Items to improve recess experience - hockey nets for north yard play (intramural)
    - 1. CSA-approved nets (6 or even 8), safety goggles, and sticks
      - a. Move ahead with quotes to purchase items to begin this at St. James
    - 2. Indoor recess bins to offer classrooms different opportunities to interact with friends during inclement weather positively
      - a. Move ahead with purchasing/gathering quotes for bins/options
    - 3. New volleyball net system - one that goes up and down to support learning the game earlier - approximately \$3,300.00
      - a. Get a quote to share at the November meeting
    - 4. Short Throw Projector for Stage - offset by the cost of capital/school budget (would eliminate the need for a probable cart during assemblies)
      - a. Get a quote to share at the November meeting
  - ii. All are in agreement that these projects are things to work towards this year

#### **6. Possible Fundraisers & Schedule**

- a. Cinabon was successful in the past
- b. Cheese Boxes - Christmas - Horton's Dairy
- c. Ice Cream Fundraiser - Horton's Dairy

- d. Possible Wrapping Paper Fundraiser?
- e. The group is going to explore other possible fundraising options that may do well in the community  
- also explore what fundraisers are occurring for sports/daycares in the community
- f. Plan to follow up through email in a week to see what everyone has gathered - still aim to do a Fall Fundraiser of some kind

**7. CSAC Chair Nominations/Election**

- a. Nominations: Kim Carnochan, Emily Hendriks
- b. Votes indicate: Co-chair/mentorship - Kim Carnochan & Emily Hendriks

**8. Communication & Next Meeting**

- a. All agendas and minutes will be posted in the Weekly Update
- b. Advertising for all fundraising events will include goals
- c. All purchased items will be shared with CSAC
- d. Google Drive accessible through a link will be created and added to all those who attended here or who want to join!
- e. November 18, 2024, at 5:30 pm