



ST. JAMES CATHOLIC SCHOOL



Catholic School Advisory Agenda & Minutes

Monday, November 18, 2024 | 5:30 pm

Present: Kerri Lyn Courtney, Jill McIlwain, Kim Carnochan, Emily Hendriks, Mel Denys, Mariana A. Gamez, Jen Van Dieten, Danielle Tosetto, Patrick Kemp

Regrets: 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 September 2024 Minutes

- a. [September 23, 2024 Minutes](#)

3. Principal Update

- a. Health & Safety Update
 - i. Bus Evacuation - November 5
 - ii. Fall Safety Drills & Plan Complete
 - iii. Concerns over dismissal from Church parking lot
- b. Perth-Huron Crossroads Family of Parishes Update
 - i. First Communion/Reconciliation Meeting last Thursday evening
 - ii. Confirmation Meetings & Preparations have begun
 1. Confusion and clarification of event/dates/times
 2. See [Parish Website](#) for more information
 3. All found information will be added to the Weekly Update for Parents
- c. Catholic School Initiatives
 - i. Pastoral Plan - final touches
 1. Statement from co-chairs around goals for the 24-25 year on behalf of council
 - ii. Ontario Catholic Graduate Expectation Assembly
 1. Focus for November - A Discerning Believer
 - iii. Preparation for Advent/Christmas
 1. Advent Liturgies - every Monday and the last Thursday before Christmas Break
 2. Christmas Concert - December 12
 3. Christmas Food Drive / Socks & Mitts for Women's Shelter
 - a. Reach out to community agencies to better understand needs and response as a school community
 4. Christmas theme days - all posted in the weekly update
- d. Christmas Dinner - **New Tradition Alert!**
 - i. Dinner for all staff, students, and volunteers to celebrate Christmas!
 - ii. Wednesday, December 18, 2024 - Seaforth Arena Rental 10:30 - 2 pm
 - iii. Catered by Scot Saunders - turkey, gravy, potatoes
 1. Dietary Needs/Considerations
 - iv. School/CSAC/Snack Program will take care of;

1. Corn, stuffing, drinks, dessert, veggie trays, buns
- v. Cost Per Plate:
 1. Catering;
 - a. Kindergarten-Grade 3 - \$6.74
 - b. Grade 4-8 - \$8.75
 2. Remainder of Items
- vi. Ask of families - School Cash Online
 1. Catering only & an optional \$5.00 donation to offset any remaining costs - tablecloths, plates, cutlery, etc.
 2. Reduce the catering fee to a slightly lower more rounded amount through OSNP and snack donations
- vii. Volunteers Needed during the meal
 1. An ask will be placed in Weekly Update for meal set up/serving/take down
 2. Classroom teachers will host a couple of volunteers to support classroom dining assistance
 3. Parents will be asked to pay for their meals through School Cash Online (same as Grade 4-8 meals) - a message will be sent directly once proper Police Check pieces are in place at the school level.
- e. School Improvement Plan
 - i. EQAO Results
 1. The public-facing website link will be shared in the Weekly update for parents
 2. Results are very good within the district - comparable to province
 - ii. Early Literacy Reading Results & Next Steps
 1. Very strong literacy reading results and supporters are in place for all learners
 - iii. Junior/Intermediate Math Intervention - 'Do the Math'
 1. Intervention starting late November for Grade 6-8 learners who have number sense learning gaps - small group instruction in addition to regular math instruction daily
- f. Recess Engagement Project
 - i. Purchasing & Assembling Indoor/Outdoor Bins for Students
 1. An ask in the weekly update for anyone interested in supporting getting assembling some additional recess options for students during indoor and outdoor recesses
 - ii. Road Hockey
 1. Success & Next Steps
 - a. Reviewing options for stronger sticks for play - indoor sticks that meet Ministry safety requirements are being explored
 - b. Sticks will now be assigned to classrooms not general use - more access and accountability of equipment
- g. Healthy Food Program
 - i. Donations from Huron County Hot Rods \$520.00
 1. Some of this funding will support Christmas dinner
- h. Invitation for CPIC
 - i. Update from Emily after attending the meeting
 1. Shared ideas regarding PRO grants use in schools, other parent engagement practices in other school communities
- i. Recent Events at St. James
 - i. Halloween Activities
 - ii. Remembrance Day
 - iii. Volleyball Tournament
 - iv. Preparation for the HPCDSB Skills Competition
- j. Upcoming Events at St. James
 - i. Discover St. Anne's

- ii. United Way Campaign - staff/school spirit days

4. Budget Update

- a. Opening Balance for the year \$1,750.43
- b. Costs so far this year: Goggle for Road Hockey

5. Fundraising Goals

- a. Christmas Charcuterie & Other Fundraisers
 - i. The success of Christmas Fundraiser - currently sold 18
 - ii. Other considerations were the Cinnabon and FundScrip - return and logistics were not worth the effort at this time
- b. Playground
 - i. Typically a 20-year life cycle
 - 1. Depending on how busy the playground is, maintenance patterns/costs
 - 2. St. James playground was installed in 2004
 - ii. Create a multi-year plan for fundraising
 - 1. An agreement that a multi-year strategy would need to be put in place
 - 2. Consideration over beginning our campaign at the end of the school in time for Seaforth Homecoming?
- c. Grilled Cheese Days - Grade 7/8 Class Trip Costs
 - i. Fundraiser for year end trip and option of donation to a local charity
- d. Quotes for Potential Purchases this year:
 - i. Quotes were shared about the costs of the new volleyball system and short throw projector for the gym stage - costs were as predicted (together around \$5,000).

6. Possible Fundraisers & Schedule

- a. New Year fundraiser ideas
 - i. Other ideas that involve no prep/little effort
 - 1. Host a pizza night at a local pizza
 - 2. Elmira Chicken
- b. Spring - Ice Cream Fundraiser - Horton's Dairy
 - i. Sell ice cream like last spring - successful
 - ii. Potentially scoop ice cream on the street at homecoming in support of our playground fundraiser

7. Pizza Day Discussion

- a. Parent Concerns over pizza being delivered earlier than normal
- b. Concerns over children not enjoying the pizza quality
- c. This may impact the ability to use this as a fundraiser moving forward
- d. School will reach out to New Orleans to share concerns
- e. Parent volunteer to explore the possibility of trying Pizza Train pizza - can they meet the requirements for Ministry requirements for food in schools
- f. Will explore results for the new year

8. Communication & Next Meeting

- a. All communication related to the CSAC will go in the standing section for CSAC in the Weekly Update
- b. Next meeting - January 20, 2024, at 5:30 pm