

Sir Edgar Bauer Catholic School



Catholic School Advisory Council (CSAC) Meeting Minutes

DATE: Tuesday October 1/2024

Present: Eric Thuss, Lanette Kym, Rebecca (Becky) Ernewein, Trevor Tilley, Melissa Wooster, Melanie Ainsworth, Cheryl Beaupre, David Rozek, Paul Zwambag, Michelle Bell, Tanya Hunter (Principal), Melissa Skanes (Teacher Rep), Franco Congi, Jennifer Zefferino, Dario Peralta

Regrets: Melissa Kuntz, Doreen Weise, Haja Nabie, Jelena Loncar-Vines, Lindsay Egan, Haripreeti Gyanesh, Cathy McDonald-Reis

In person meeting began at 6:00pm

- Welcome/Introductions (All)
 - Special welcome to our new members!
- Territorial Acknowledgement/Prayer
- Review of Minutes of Last Meeting
 - Minutes reviewed and approved to be posted on School Website
- Parish Update
 - Confirmation / Holy Communion: Registration sent out via school messenger
 - Grade 2 (First Holy Communicants) Parent Information Meeting – Thursday, October 3, 7pm, St Michael’s Church
 - Grade 7 (Confirmandi) Parent Information Meeting – Thursday, October 10, 7pm, St Michael’s Church
 - Ronald is new liaison and Tanya will check in and invite updates
- Principal Update
 - School Events
 - Shining Stars are back!
 - Strong Start is up and running
 - Choir - Stephanie Schmitke Thursdays starting soon for Advent Liturgy
 - Boys Volleyball
 - Girls Basketball
 - Co-Ed Flag Football
 - Library Club/Games Club - Mrs. Hunter
 - Staff Pickleball after school – staff community building
 - Pizza starting October 2

- Nutrition for Learning – Sir Edgar Bauer selected to receive a special fall harvest treat
- Operations
 - Safety Drills Complete 3 fire; 1 lockdown
 - Bus Patrol training completed with Mrs. Coutts
- Board Update
 - Ignite to believe theme
 - Parent Communication Requirements PPM 170 requires school boards to make parents aware of information, resources and supports available to help them support their child’s education. School is mandated to share this information upon the registration of new students, and at the start of each school year. This information can be found on school and board websites
 - Guest speakers: Beginning this school year, schools are required to notify parents/guardians/caregivers about events and activities with guest speakers or performances at least 14 calendar days before the activity. If an event is scheduled in less than 14 days, school must provide families with details as soon as they are confirmed
 - The following details must be shared with families about the activity:
 - Date, time and topic connections to the curriculum and/or purpose
 - Name(s) of the presenter(s)
 - Details of any handout materials, giveaways or literature to be provided
 - Steps to address questions/concerns
 - In most situations, the child’s classroom educator is the first point of contact, followed by school administration (Principal/Vice-Principal), then Family of Schools Superintendent with any outstanding matters being directed to the Director of Education
 - Board questions or concerns
 - Questions or concerns raised by members of the public relating to Board matters should be directed to the appropriate Board department
 - Response times to parent inquires
 - PPM 170 outlines that schools acknowledge any caregiver inquiries within two (2) business days and make best efforts to provide an estimated date of response if a parent inquiry cannot be fully addressed within five (5) business days of receipt
 - If a response is not possible within five business days, staff are asked to send a follow up email to provide an update on an estimated response time, outlining any next steps in the process
 - PPM 170 requires school boards to have this information available in multiple languages and formats. WCDSB has done so by selecting a language at the top left of a webpage

- Financial Update (Dave)
 - \$1,931.30 account balance available

- Meet the Teacher Night Wrap-Up – Tuesday September 17 2024 5pm – 6:30pm
 - \$267.77 for treats and prizes – lots of leftovers (granola bars to be used for future event)
 - 92 pizzas sold by Pizza 101
 - Well attended, easy to run

- Spook-a-thon
 - \$300 budget for finger lights, and extension cords; \$200 for prizes (two \$5 gift cards per classroom (20 classrooms), one prize for teacher determined contest and one prize for random draw)
 - DJ and music for the event will be provided free of charge by CDJA Services. Special thanks to Melanie and Craig Ainsworth
 - Teachers to do a pie in the face game – certain donation amount will earn tickets for the contest. Tanya to work through the details of the game
 - Spook-a-thon pledge form out before Thanksgiving – Eric and Melissa to update form from previous year, add additional details around funding (sports jerseys, playground accessibility upgrades, Nutrition for Learning)

- Yearbook discussion
 - Not pursuing a traditional yearbook this year, but exploring alternatives (ie memory book or mid-year and end-year slide show)
 - Memory book - Tanya to include information in Friday Flash about the memory book in case parents want to order additional school pictures for kids to exchange
 - Jennifer to gather information about the most recent memory book

- Priorities Discussion
 - Confirmed events
 - Bingo Night – January 28, 6-7:30pm (Lanette and Cathy)
 - Shrove Tuesday – March 4 (Cheryl)
 - Mission Day – March 7 (teacher run)
 - STEAM Night – March 27, 6-7:30pm (Eric and Trevor)
 - End of Year Picnic – June 3, 5-7pm (Lanette and Melanie)
 - Potential events
 - D2L training module (next CSAC meeting – November) or subsequent meeting
 - Science night, health fair, etc – engage school community on what events community is looking for. Cheryl to put together something for Friday Flash
 - Other opportunities
 - Nutrition for Learning
 - Playground accessibility upgrades
 - Sports jerseys (three sets – Lanette to provide quotes)

- School audio equipment (ie microphones)
- Additional fundraising
 - Fundraising concert idea presented by Melanie
- Adjournment at 7:45pm

Next Meetings: In person at SEB at 6pm (virtual link can be made available by talking with Tanya Hunter)

November 5 2024

January 7 2025,

February 4 2025

April 1 2025

May 6 2025

Minutes by Eric Thuss, Co-chair

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