
Catholic School Advisory Committee

Thursday September 26, 2024. 6PM St. Columban School

Attendees

Dan Gracey, Principal

Hope Shantz, Teacher representative St. Patrick's School

Pauline Skinner, Teacher representative St. Columban School

Amanda Linton, Chair

Claire Krempien, Treasurer

Kay Cox, Filling in for Outgoing Secretary

Jenny Feltz

Kim Renne

Jessie Nyland

Diamond Terpstra

Jenna Duck

Anna McCreight

Regrets

Dayna Mahon, Outgoing Secretary

Cheryl Coyne

Julie Schoonderwoerd

Amy Ritz

Julie Ryan

Kristin Schoonderwoerd

Katie Louwagie

Ashley Ryan

Resignations

Katie Wydeven

Gwendolyn Broughen

Kelly Drummond

Michelle VanLoon

Opening of the Meeting- 6pm

Prayer and Welcoming to a New School Year

Opening Prayer led by Dan- In the May meeting Dan suggested prayer be led by other CSAC members

Would any CSAC member be wanting to lead the prayer for the next meeting?

Introductions around the table to welcome to our new Parent Council members Ashley Ryan, Jenna Duck and Anna McCreight

Approvals

Approval of the meeting minutes from May 2, 2024: first- Kim, second- Claire

Approval of the September 26, 2024 meeting agenda: first- Kay, second- Anna

Nominations

Nominations for Council Positions for the 2024/2025 School Year

First year using the online platform for nominations as well as in person

Amanda Linton was nominated for Council Chair 2024/2025. Amanda accepted the position

No other nominations brought forward for Council Chair

Dayna Mahon, Secretary 2023/2024 school year, is not interested in remaining Secretary

No nominations brought forward for Secretary

Claire Krempien Treasurer 2023/2024 school year, will remain Treasurer for the 2024/2025 school year

No other nominations brought forward for Treasurer

Dayna Mahon nominated for Community Member 2024/2025 school year, unsure if she wants to take the position

No other nominations brought forward for Community Member

Michelle VanLoon Parish Representative 2023/2024 school year, has retired from parent council

No nominations brought forward for Parish Representative

Hope Shantz and Pauline Skinner will remain on as Staff Representatives for the 2024/2025 school year

Chair and Principal Led Discussions

Fundraising Purchase Comments

Amanda brought forward that some parents were not pleased with how the money was spent from last year's school fundraiser (Swing addition at St. Columban)

The council discussed the transparency in how the money was spent, the amount and the goal of the silent auction from the beginning planning stages.

The swing is for all children to benefit from and is used by many children.

June Family Appreciation Night Feedback

A great no-cost event for our school families to come together to celebrate the end of the school year (Funded using a grant from HPCDSB)

The move from St. Columban to St. Patrick's School worked out well because of the area being fenced in, the baseball diamond beside the school and significantly less traffic than St. Columban on a soccer night

Favourites of the Night: Face Painting, Simplicity of the food, Pie the teachers

Items to discuss for June 2025 - Something for the older kids to do, raffle baskets, small cash items for sale (example croc charms)

Staff Requests (Continued from May Meeting) and Update

Gaga Ball Pit for St. Columban

A local carpentry company donated one after Amanda found out they were doing a giveaway to schools. It was delivered to St. Patrick's School (getting moved to St. Columban on September 27, 2024) Dan is currently in discussions with staff and students as to ideal location for set up

Landscaping at St. Columban

Debbie T is interested in taking this project on. A suggestion for having a cross built to put out front in the garden has been suggested. Discussions still need to be had whether this will be a volunteer project or CSAC funded project. Parent council would like the board to pay for this project, but due to the amount of new paving the school received over the summer, this is not possible currently. Diamond will take the lead on this project

School Sports Jerseys

Claire sourced out two companies; Dunny's and Provision Pro Sports.

Dunnys- Dry fit t-shirt with the logo on the front and a number on the back \$19 per shirt

Sleeveless basketball style jersey with logo and number on the back \$26 per shirt

2 full sets recommended= 130 jerseys

Approximately \$1900 for 100 t-shirts and \$780 for 30 basketball jerseys

Would like to add more dry fit t-shirts for St. Patrick's school

Claire is reaching back out to Dunny's for more samples and information before a final decision is made

Briefly discussed the options from Provision Pro Sports and quickly decided not to use them because of the significant price increase per product

Bussing Costs

Requests have been made to pay for the bussing costs for entire school events

Factors to consider are how to keep it split evenly between both schools and each class and pricing

No one has brought any financials forward for this or any specific event they would like CSAC to cover, so no decision has been made


Snow Toys for St. Columban

Other than the request for plastic igloo block makers, no other items have been requested. These would be purchased with toys for St. Patrick's. A budget of \$400 was approved last year and not spent. Julie and Jenny will confirm what is needed and source some items out

Storage Box for St. Patrick's

This item was approved to be built by Ron with a budget of \$500 for materials

This item was planned to be built over the summer, however due to other factors this did not happen. It is important that this gets built and is higher on the priority list as it was



communicated to the parents that in addition to the swing set, there would be a storage box at St. Patrick's

Amanda has put a message out on the group chat to see if there is interest in building this for the cost of materials. As of current, we have no one committed

Document Camera

This is still being requested for St. Patrick's. The price point is between \$70-\$250 per camera

Information needed: How many need to be purchased, what make/model is wanted and compatible with the school and a final price

Once the above information is provided, a decision can be made whether to purchase or not

Treasurer's Report

CSAC Account

\$19,760.07- once the invoicing gets resolved the account should be around \$14,000.00

All money from the auction has been deposited

Male and Female Athlete award money has not been paid out as of Sept 30. This is \$50 still to come out of the account.

\$258.62 was paid for the Family Appreciation Night. This includes the extension cord that needed to be replaced and the rental cost for the ball diamond.

Grad Expenses

Approval for up to \$800 (CSAC has donated this amount since 2017) Grad committee spent \$803.73

\$542.40 grad expenses put through, which left \$261.33 to pay for remainder of expenses

Notes include that cake, drinks, cups, balloons, some plates and utensils were not covered with the remainder balance after comps were paid

There was a poll to increase the graduation expenses donation from CSAC to \$1000 per year (additional \$200) 11 out of 18 members voted and all 11 were in favour

This item is on the next meeting's agenda

HST Account

\$1283.38

Trust Account

\$55.22

Balance Owed From the Swing Set

Invoice (signed quote) \$19,695.76, Actual Invoice \$20,500.77 Overcharged approximately \$800 if the company is going to honour the original quote

Deposit made by the board in February 2024 for \$7000+ HST= \$7910.00

Balance of swing set was paid by the board in August 2024 \$20,500.77 (price of the overcharged invoice plus the deposit)

Typical CSAC Approved Expenses

\$300 contribution to the St Andre Bessette fund - Amanda motioned \$300, Seconder Jessie Shrove Tuesday will be covered through donations and the Nutritional Program this year
September Open House- CSAC typically covers the cost of pizza for both schools, but decided to try this year without the food and drinks. No negative responses as of yet. A savings of approximately \$700

Christmas Lunch- Last year the majority of the expenses were covered through parent donations made through SCO. With such a healthy balance in the bank account, CSAC will be covering the cost of this event this school year and not asking parents for donations towards this event.

Grad Comps and Grad Celebration Expenses- Touched on above and will discuss at the next meeting

Total of All Accounts

\$21,098.67

It is acknowledged that this is not a true reflection of the accounts balance as money is owed to the board for the cost of the swingset.

Claire will have a true balance at the next meeting once credits and payments have been determined

Principal's Report 7:10pm

3 year theme

2024-2027 Strategic Plan- ON FIRE WITH THE SPIRIT: Awaken- Illuminate- Rejoice

Link provided below to read more about this plan that focuses on Academic Excellence and Faith Formation

<https://huronperthcatholic.ca/catholic-education/our-vision-our-mission>

Line Painting at both Schools

A quote given to a Stratford School was used for reference to decide on items that would be beneficial to each school

4 Square \$95 each x4 (St. Columban)

Basketball Keys \$60 each x4 (St. Columban)

Mirror Me \$125 (St. Columban)

4 Square (St. Patrick's)- Hope and Dan to check for room

Mirror Me (St. Patrick's)- Hope and Dan to check for room

Re-painting the current lines at St. Patrick's

Approximately \$1400-1500 budgeted for this- Ask about a travel charge

Amanda motioned to move ahead; seconder Anna

Basketball Nets for St. Columban

Would like minimum of 1, and possibly 2- Ideally have purchased and ready for Spring

Could search them out online at Canadian Tire

Ask if anyone is willing to donate one- could also search FB Marketplace for cheaper options

Dan to investigate what there is first and respond to the council

Storage Bin for St. Patrick's

(See Staff Requests above)

New Milk

Using Horton's Dairy and New milk is being used because of the number of complaints of spoiled milk last year

Cost of white milk \$0.88 - Charging \$1.00 Cost of chocolate milk \$1.05- Charging \$1.25

This should be communicated to parents so that they are not hesitant to order milk moving forward (Parent council FB page and WAAG)

Thanksgiving Donations

Each school will donate to a different Food Bank for this charitable benefit

Some requests were made to have a Mitchell food bank be one of the recipients because of the amount of families who live there

The Salvation Army in Mitchell is located at the Upper Thames Missionary Church- Kay can provide contact information if interested in going that route

Legion Request for Donation Letter

The Mitchell Legion has sent a letter asking for our annual donation to be increased to a recommended amount of \$100

In the past we have donated \$25 and the Pizza Fund has covered this cost

A suggestion was brought forward that we ask parents for a \$1 or \$2 donation for poppies during Remembrance Day. This should cover the \$100 ask, plus more

Pastoral Plan

What do parents want to see in regards to Faith Formation in our schools?

Retreat Experiences

Guest Speakers

Remote Guest Speakers

Nursing Home: Have the kids make Christmas cards, play games with the residents, listen to music- Kay has a contact who is in this industry and is getting information for this

Not just the FIAT team, but split the school up into different visits

Alm to schedule 3 visits for the school year, and hopefully we can make 1-2 of them work

Guitar Guy and Pizza Party in the Church Basement

Find out who was the man who came to the schools during the day to play for the classes

There was a concert at the church and a pizza and juice party in the basement before the concert started. Free event for our school families. Find out more information on this past event

Involving the kids in more Events/ Making the events more kid friendly

Ideas are Cemetery Sunday (Miles and Grace Linton did this last year and loved it)

Youth Mass every 2-3 months- this idea would be solely parent run

Sub parent committee on how to get kids more involved and wanting to attend church

Safe and Accepting School Team

Dan is requesting a parent and a student that will meet with him, likely over the lunch hour

Amanda has someone in mind for this position, will speak with her outside of the meeting

CPIC

First Meeting is Tuesday October 29 in Dublin 6-7:30pm

Meetings are 4x per year- Dan needs to get the name of this person over to the board

Amanda may be interested in this position

New Business 7:40pm

Student Council 2024/2025 School Year

Dan would like to have this started, recognizes the need for the staff support

The grade 8's are interested

Discussions about how to keep the Student Council nominations and voting fair were had.

The main goal is to keep the interested students in positions while remaining fair to everyone.

Mary Klaver- Retired

We will send an invite to Mary to attend the Family Appreciation Night, as well as all other retired staff members

New Requests from Staff

No new requests at this time from St. Columban (Pauline)

Indoor Badminton/ Volleyball nets for St. Patrick's- Cost that was approved was \$1,035.45

The catalogue that was used was from 2020 and 2 of the items are not available for order any longer. The diagram that was drawn shows 3 games being able to be played at the same time

The current price for PE09602E (Big blue base with tall post and Net) is \$331.75 x3= \$995.25 plus \$129.38 tax= **\$1124.63 (+89.18 plus shipping TBD)**

Can pick up for free at the head office in Ajax, Ontario

Need to contact customer service for a quote for delivery- Kay has emailed customer service (Sept 27) waiting for a response

Things to note: The bases will require sand to fill, are there more items that will need to be purchased to use the nets? Ex, badminton rackets, volleyballs etc

St. Patrick's Toys

Going to be transitioning into snow toys shortly. Hope has not yet had a chance to look at what toys are there. Diamond donated snow scoops

Small shovels- need to be located

Both schools would like the plastic blocks for making igloos

Last year \$400 was approved for snow toys- nothing was purchased. Jenny and Julie will get quotes on items for this upcoming season

Late Auction Items

Hope has 2 bird feeders that her Uncle built. Ideas for what to do with them are using them in a raffle (fundraising)

School Sports Jerseys

Looking at approximately \$3500 for Jerseys- will not make a motion to pass until Claire confirms numbers with Dunnys

Fundraising 2024/2025 School Year- 7:55pm

Fundraising Ideas Presented

Amanda briefly discussed each item that was brought forward from the council as per request over the last couple of weeks. The following list was reviewed by the attending members and narrowed down to a few options (highlighted below). The entire council will vote and discuss at the next meeting. The goal of fundraising this year is to focus on lower ticket items that would be affordable to every family in our schools and the promotion of school spirit and inclusivity.

Krispy Kreme- ringette is doing this one

Starlight Drive In- waiting on numbers for this one, it is taking awhile to receive communication back

Darcie's Hot Cocoa Bombs and Candy Smashers- Not local, would require someone to drive 4 hours, but there is still some interest in this for Christmas or Easter

Mitchell's Soup Company- Need other items to prepare

Jerky in a Box- Price is high compared to local grocery stores

Rubber Shoe Charms with School Logo- Interested

Raffle at year end Open House- Interested, need to figure out how we can make this work. Lots of rules around lottery licences and we are not purchasing one

Raffle ex. 10 large prizes- We made a substantial amount of money last year and these would need to go for big dollars

Mabel's Labels- Not much interest in this for this school year and may be more geared to the little kids. Will keep on the books for next year

Trivia Night- Interested

Pizza Cards- Seaforth Hockey club is doing this

Breakfast Fundraiser-Need a major commitment from volunteers to execute this properly

Food Friday's- This idea would like to be used to generate money for the grade 8 grad trip. A separate meeting will need to be had to discuss

Spirit Wear Online Company or using Dunny's if it can be affordable to the parents and profitable for a fundraiser- Interested

Corner Store Candy Co- They are pretty booked and only have openings in January and June

Cash Calendars- Interested in this idea for next year as we think it will generate a lot of profit

Action Items

1. Jenny to organize the new gaga pit getting moved from St. Patrick's school to St. Columban School
2. Claire to follow up with Dunny's regarding the following: Team Uniforms for both schools, Using our spirit wear as a fundraiser and what additional items can they offer us
3. Amanda to contact Scott Saunders from Rolling Roaster to confirm availability for the upcoming Christmas Lunch for the dates discussed above
4. Diamond will gather information regarding the clean up of the gardens and trees/shrubs from St. Columban and report to Amanda and Dan
5. Dan to confirm number of basketball nets needing to be purchased/donated and pass information to Amanda
6. Pastoral Plan- How to get the ball rolling and should a CSAC member be meeting with Dan to discuss this possibly becoming a role for someone (Dan and Amanda to discuss)
7. Safe and Accepting School Team: Need to fill 2 positions. Amanda has put the word out on the CSAC group chat for anyone who is interested
8. Filling the Following Positions: Parish Representative, Secretary, CPIC
9. Jenny and Julie to provide quotes on snow toys
10. Claire to follow up with the appropriate people regarding the balance being owed from the swing set and money owing to the board
11. Kay to follow up with Nikki regarding the shipping cost and new price of the approved volleyball/badminton nets
12. Anyone who brought ideas forward towards fundraising ideas that the council has chosen to move forward with should be getting all of their information and final details to Amanda ASAP to prepare for the next meeting
13. Details about the items from the Staff Request List from the May meeting last year so the council can vote at the next meeting regarding these potential purchases
14. Dan and Hope to meet regarding the line painting. Follow up with a CSAC member if help is wanted with contacting the company.



Next Meeting Agenda Items

Highlighted Items from the Fundraisers to be discussed in more detail

Christmas Lunch- Date decided was December 10th and a snow date of December 11th

All major planning for this event will be done at the next meeting

Approval of wishlist items

Grants: Who applies for them and how

Grad: Money from CSAC and expectations

Spirit Wear: Will make a decision based on using Spirit wear as a fundraiser

Adjournment of Meeting 8:40pm

Adjournment motioned by Amanda

Next meeting has been scheduled for November 6, 2024 6pm at St. Columban