

VANIER CATHOLIC SECONDARY SCHOOL COUNCIL
April 14th, 2015 - VCSS Library – 7:00pm

Meeting Minutes

ATTENDANCE:

Members:

Edith Elder (Chair)
 Michael Lauer
 Maureen Long
 Dianne Tait
 Shanon Cooper

School Administration: Ryan Sikkes

Jeanette Gallant

Secretary/Treasurer: Yolande Cherepak

Regrets: None

Guests/Parents:

SUBJECT:

ACTION

1. OPENING PRAYER

Sister Edith opened the meeting 7:05pm a declaration of gratitude prayer.

2. BOUQUETS TO:

- Valerie Royle who was a strong advocate for education
- Maria who organized the successful Think Fast event and to staff who participated
- Maria for her leadership in the planning of the upcoming PD Day
- The SGP committee who have been enthusiastic and well-organized, and who have shared their good ideas
- Michael Gallant for organizing a student pizza night during the NCAA Basketball finals
- Ryan for his presentations to grade 7 students transitioning into grade 8
- Learning assistant teacher, Barb Bergsma, and learning assistants, Maura Sullivan and Amanda Cann.

3.ADOPTION OF AGENDA

Motion to approve the agenda with the following additions:

- Under 7. New Business, add 7.7 ASPEN

Moved by: Michael

Seconded by: Dianne

All in favour

*Motion
Carried*

4.ADOPTION OF PREVIOUS MEETING MINUTES (March 10th, 2015)

The draft minutes of the March 10th, 2015 meeting were reviewed.

Motion to approve the minutes with amendments.

Moved by: Maureen

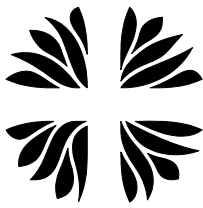
Seconded by: Shanon

All in favour

*Motion
Carried*

<p>5. BUSINESS ARISING FROM MINUTES –</p> <p>Secretary-Treasury – To date, no response from Yukon Ed regarding maximum expenditure limit for school councils without ministerial approval.</p> <p>Administration followed up on some of the SGP recommendations:</p> <ul style="list-style-type: none"> • A meeting was held with the Filipino Association with positive results • A Filipino Independence Day has been organized at the school for June • A course in Tagalog, and Filipino culture and history is under development for next year • Administration has made contact with the new parish priest coming in July 	
<p>6. REPORTS</p> <p>6.1 Secretary-Treasurer</p> <ul style="list-style-type: none"> • The bank balance is \$5627.98. The ledger balance is \$ 5382.98 which includes cheques issued at this meeting. <p>ACTION: Inquire with Yukon Ed about the council member donated honouraria</p>	Sec-Trea
<p>6.2 Principal/Vice-Principal</p> <p>School Administration highlighted items from the Principal's Report .</p>	
<p>6.3 SGP & PLC</p> <p>School Administration gave an update on the School Growth Plan, as well as Professional Learning Communities (PLC).</p>	
<p>6.4 CEAY Update</p> <ul style="list-style-type: none"> • The Vanier Chair described her positive experience at the ACSTA Board of Directors' Meeting she attended on behalf of CEAY • There is a general meeting on April 23rd • There will be a presentation/meeting with Dean on May 7th • Faith formation inventory forms have been distributed • Summary of CEAY representation on Yukon Ed committees 	
<p>7. NEW BUSINESS</p> <p>7.1 Faith Formation Inventory</p> <p>The faith formation inventory as it relates to VCSS Council was discussed</p> <p>ACTION: Send summary to council members for final input</p>	Chair
<p>7.2 School Council Retreat</p> <p>Decision to have another retreat at the end of August before the start of the next school year</p>	

<p>7.3 Symposium: Mark Two: Catholic Worldview</p> <p>Roundtable on this topic.</p>	
<p>7.4 Recognition of School Bus Drivers</p> <p>Discussion on parent's inquiry about recognizing school bus drivers</p> <p>ACTION: Write a letter of thanks to each of the Vanier bus drivers by the end of June and submit a letter to the editor in the local newspaper</p>	Chair
<p>7.5 Date change for June 2015 Council Meeting</p> <p>Decision to change the June meeting from the 9th to the 2nd.</p> <p>ACTION: Change date on school council web pages</p>	Sec-Trea
<p>7.6 World Catholic Education Week – May 3 – 8, 2015</p> <p>Youth mass is May 3rd.</p>	
<p>7.7 ASPEN</p> <p>Discussion about ASPEN training and how it will affect administration's current plans for PD days during the next school year.</p> <p>ACTION: Clarify with Yukon Ed about ASPEN training requirements including amount of time needed.</p>	Admin
<p>8. INFORMATION ITEMS</p> <p>8.1 Reminder: School Council Conference: April 16-18/15</p>	
<p>9. ITEMS FOR FUTURE AGENDA – none</p>	
<p>10. IN-CAMERA SESSION - none</p>	
<p>11. ADJOURNMENT</p> <p>The next monthly meeting is Tuesday, May 12th , 2015 at 7:00pm.</p> <p>Motion to adjourn the meeting at 10:10pm</p> <p>Moved by: Chair</p>	



Vanier Catholic Secondary

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Ryan Sikkes, *Principal*

Jeanette Gallant, *Vice-Principal*

School Council Meeting April 14, 2015 Principal's Report

1. Enrolment as of April 9, 2015:

	April 2015	March 2015	June 2014	September 2013
Grade 8	66	65	66	60
Grade 9	69	69	72	66
Grade 10	73	74	72	73
Grade 11	72	73	74	74
Grade 12	76	76	93	82
Secondary Ungraded	21	20	17	15
TOTAL	377	377	394	370

As of March 31, there were 74 students in Grade 7 at CKES and HFES
(Class Size Maximums: Grades 8 & 9 = 26; Grades 10-12 = 28)

2. Staffing

	September 2015	September 2014	September 2013	September 2012
Administration	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE
VCSS Teaching Staff	26.7 FTE	28.0 FTE	30.0 FTE	31.0 FTE
SRP Teaching Staff	3.7 FTE	3.5 FTE	3.0 FTE	3.0 FTE
TOTAL Teaching Staff	32.4 FTE	33.5 FTE	35.0 FTE	36.0 FTE
Educational Assistants/RT	?	9.75 FTE	8.5 FTE	8.5 FTE
Office Staff	?	2.5 FTE	2.5 FTE	2.5 FTE

SRP = Young Offenders Facility, Youth Achievement Centre, Riverfront School, Room 1 Resource Room

- Draft Staffing Plan for 2015-2016 was submitted to the superintendent on March 31
- Staffing Changes:
 - Mr. Thomson has returned from his medical leave.
 - LWOP requests have been submitted to department.
 - Mr. Connell has been granted a two year leave to join the YNTEP faculty at Yukon College.
 - We have several other leaves for next year pending which will prevent any forced transfers or layoffs due to the staffing reduction.

3. Teaching and Learning

- Term III has concluded and Term IV has begun.
- Term III report cards will be issued by April 22.
- Timetabling for 2015-2016 has begun in earnest.

- Highest ever participation in ThinkFAST!
- Transition activities for incoming students are ongoing:
 - i. Gr. 7 activities
 - ii. Gr. 10 rural students
 - iii. SRP students
- Teacher and Support Staff evaluations are in progress
- Systematic class walk-thoughts are not happening as planned

4. Activities and Events

- See attached calendars for April/May/June
- Vanier Day – May 1
- Putting on the Jazz – May 5-8
- CSOW PD Day – May 8
- Grad Weekend – May 22/23

5. Facilities/Capital/Budget

- April 1 was a happy day for us!
- New budgets have been provided to the school.
- Capital and O&M Requests are being considered
- Looking at old FHC fixtures that we might want/get
- Ventilation work in metal shop has not yet proceeded.

6. School Growth Plan

- School Growth Plan Steering Committee has met to review current year's plan.
- See Jeanette's report

7. Professional Learning Communities

- See Jeanette's report

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 29	30	31	Apr 1	2	3	4
				11:00 AM Stations of the Cross	All Day Event Good Friday - No school	
5	6	7	8	9	10	11
	All Day Event Easter Monday - No School	All Day Event Review Week 3:30 PM Staff Meeting	All Day Event Review Week All Day Event Rotary Music Festival	All Day Event Review Week All Day Event Rotary Music Festival	All Day Event Review Week All Day Event Rotary Music Festival All Day Event End of Term II 9:00 AM Thinkfast 2:00 PM X = 4	All Day Event Rotary Music Festival
12	13	14	15	16	17	18
All Day Event Rotary Music Festival	All Day Event Rotary Music Festival All Day Event Gr 12 marks (only) due in YSIS 9:00 AM TRAX Spring/interim submission of data	All Day Event Rotary Music Festival All Day Event Fire Drill 7:30 PM School Council	All Day Event Rotary Music Festival All Day Event Grade 8 retreat 12:00 PM Marks Due	All Day Event Rotary Music Festival All Day Event PARTY -901 9:00 AM Catholic Admin Team Meeting 12:00 PM Choir Rotary Festival 1:00 PM Skills Canada (gr 8-10)	All Day Event Rotary Music Festival 2:00 PM X = PLC	All Day Event Rotary Music Festival
19	20	21	22	23	24	25
	All Day Event Newsletter and Reports Mailed All Day Event SWW - All Grades	All Day Event SWW - All Grades 1:00 PM Young Worker Safety Assembly 3:30 PM Department Heads		All Day Event PARTY -902 All Day Event Ryan and Jeanette away	All Day Event Ryan and Jeanette away 2:00 PM X = 3	All Day Event YTA AGM
26	27	28	29	30	May 1	2
	All Day Event SWW Scoring	All Day Event PARTY -903 All Day Event DART - Gr. 8/9 All Day Event SWW Scoring	All Day Event DART - Gr. 8/9	All Day Event DART - Gr. 8/9 All Day Event Yuk on Youth for SJ Conference @ Yukon College 9:00 AM Law 12 Mock Trial	All Day Event DART - Gr. 8/9 All Day Event Vanier Day All Day Event CARMACKS RUN 2:00 PM X = PLC	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>May 31</p>	<p>Jun 1</p> <p>All Day Event Gr 7 Retreat All Day Event Philippines Independence Day</p>	<p>2</p> <p>3:30 PM Staff Meeting</p>	<p>3</p> <p>All Day Event Review Week 7:00 PM Awards I</p>	<p>4</p> <p>All Day Event Review Week</p>	<p>5</p> <p>All Day Event Review Week 2:00 PM X = 4</p>	<p>6</p> <p>All Day Event Review Week</p>
<p>7</p> <p>All Day Event Review Week</p>	<p>8</p> <p>All Day Event Review Week</p>	<p>9</p> <p>All Day Event Review Week 7:30 PM School Council</p>	<p>10</p> <p>All Day Event Review Week All Day Event Last Day of Classes 7:30 AM End of S II / T IV</p>	<p>11</p> <p>All Day Event School-based Exams</p>	<p>12</p> <p>All Day Event School-based Exams 2:00 PM X = PLC</p>	<p>13</p> <p>All Day Event School-based Exams All Day Event Staff Party</p>
<p>14</p> <p>All Day Event School-based Exams</p>	<p>15</p> <p>All Day Event School-based Exams All Day Event Last Day of School Year 8:00 AM Marks Due</p>	<p>16</p> <p>3:30 PM Department Heads</p>	<p>17</p>	<p>18</p> <p>All Day Event BC Government Exams?? 9:00 AM Catholic Admin Team Meeting</p>	<p>19</p> <p>All Day Event BC Government Exams??</p>	<p>20</p> <p>All Day Event BC Government Exams??</p>
<p>21</p> <p>All Day Event BC Government Exams??</p>	<p>22</p> <p>All Day Event BC Government Exams??</p>	<p>23</p> <p>All Day Event BC Government Exams??</p>	<p>24</p> <p>All Day Event BC Government Exams??</p>	<p>25</p> <p>All Day Event BC Government Exams??</p>	<p>26</p> <p>9:00 AM Final submission of grades - until July 8 10:00 AM</p>	<p>27</p>
<p>28</p>	<p>29</p>	<p>30</p>	<p>Jul 1</p>	<p>2</p>	<p>3</p>	<p>4</p>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 26	27	28	29	30	May 1	2
	All Day Event SWW Scoring	All Day Event PARTY -903 All Day Event DART - Gr. 8/9 All Day Event SWW Scoring	All Day Event DART - Gr. 8/9	All Day Event DART - Gr. 8/9 All Day Event Yukon Youth for SJ Conference @ Yukon College 9:00 AM Law 12 Mock Trial	All Day Event DART - Gr. 8/9 All Day Event Vanier Day All Day Event CARMACKS RUN 2:00 PM X = PLC	
3	4	5	6	7	8	9
	All Day Event DART scoring 9:00 AM Aprilexam results released	1:00 PM PUTJ Dress Rehearsal/Elem. 3:30 PM Staff Meeting	All Day Event Grad retreat 9:00 AM Interim transcript data available to BC PSIs and OUAC 10:00 AM PUTJ - School Perf.	9:00 AM Grade 9 retreat? 7:00 PM PUTJ	All Day Event Catholic PD day All Day Event No Classes 7:00 PM PUTJ	
10	11	12	13	14	15	16
	All Day Event Newsletter and Exam Schedule Mailed 9:00 AM MADD Presentation	All Day Event Music Program Juneau Trip 9:00 AM June exam registration deadline 7:30 PM School Council	All Day Event Music Program Juneau Trip All Day Event SECONDAIRE EN SPECTACLE (pm) YAC	All Day Event Music Program Juneau Trip	All Day Event Music Program Juneau Trip 1:00 PM Ridge Run 2:00 PM X = 8	All Day Event Music Program Juneau Trip
17	18	19	20	21	22	23
	All Day Event Victoria Day - no school	3:30 PM Department Heads	All Day Event Grade 10 retreat	9:00 AM Catholic Admin Team Meeting 7:00 PM Rock Fest	All Day Event Grad Weekend 2:00 PM X = 2	All Day Event Grad Weekend
24	25	26	27	28	29	30
					2:00 PM X = PLC	
31	Jun 1	2	3	4	5	6
	All Day Event Gr 7 Retreat All Day Event Philippines Independence Day	3:30 PM Staff Meeting	All Day Event Review Week 7:00 PM Awards I	All Day Event Review Week	All Day Event Review Week 2:00 PM X = 4	All Day Event Review Week

School Growth Plan and PLC Update:

April 13, 2015

Our Inquiry: How will an all-school focus on improved writing instruction influence student performance?

What are we learning?

- To summarize our learning this year, the general focus has been how to better facilitate writing instruction and to create lessons based on the “universal design” model – where everyone has an entry point to the lesson and learning can be differentiated to match student need
- We held a School Growth Planning Committee meeting on Thursday, April 9. There was excellent discussion about our present school growth plan. It was decided to maintain our current goal, but perhaps to focus it more in the area of ELL / universal design practices.

How's it going?

- More teachers are using methods of instruction to support vulnerable learners in lesson design across all subject areas. Although our focus is writing, these instructional methods have “creeped” into all subject areas. Writing is so closely attached to reading and vocabulary that the transfer is quite seamless.

What's next?

- Our next PLC is April 17. Discipline groups will be reporting back on the work they have been doing. We will also be preparing teachers for facilitation of the SWW
- The spring SWW is scheduled for Monday and Tuesday, April 20-21. Once scoring has occurred, the staff will be comparing and analyzing the results at the May 1 PLC.