

VANIER CATHOLIC SECONDARY SCHOOL COUNCIL
SSeptember 9, 2014 – VCSS Library – 7:30pm

Meeting Minutes - Approved

ATTENDANCE:

Members:

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

Secretary/Treasurer:

Dianne Tait (taking minutes)

School Administration: Ryan Sikkes
 Jeanette Gallant

Guests/Parents: Maria Trainor
 Tjietke Tjitske van der Eide

SUBJECT:

ACTION

1. OPENING PRAYER

The Chair opened the meeting at 7:30pm with a prayer for beginning of school year.

2. BOUQUETS: For school community involved in memorial service for Clare Cherepak and for large number of students on the honour roll.

3.ADOPTION OF AGENDA

Items added: Signing Authority under Secretary Treasurer section, Adding standard items to agenda, and date for school tour and meeting staff.

Motion to approve the agenda.

Moved by: Michael **Seconded by:** Shanon **All in favour**

*Motion
Carried*

4.ADOPTION OF PREVIOUS MEETING MINUTES (June 3, 2014)

The minutes of the June 3, 2014 meeting were reviewed. It was noted that these minutes had been circulated to previous council and there were no changes requested. Those current members who attended this meeting as guests also reviewed the minutes.

Motion to approve the minutes as presented.

Moved by: Dianne **Seconded by:** Michael **All in favour**

*Motion
Carried*

5.BUSINESS ARISING FROM MINUTES

- Mark Connell received the Excellence in Education award.

Motion to send a letter of congratulations from new council.

Moved by: Michael **Seconded by:** Shanon **All in favour**

*Motion
Carried*

6. PRINCIPAL'S REPORT

Administration highlighted items from the Principal's Report (attached).

- Ryan would like feedback of what is useful in principal's report.
- Staff updates are listed. Welcome to Jeanette Gallant VP. Fr. Paul Nadchethiram will be chaplain.
- Programming similar to June. Bell modified for busing schedule.
- Scimatics included, IT is added to religion classes, Social studies 10 in French offered, tutoring for ELL group.
- Planning Crusaders Day with Terry Fox Run
- Anne Frank House Exhibit Sept 25-Oct 10/14, opportunities for students to train as guides
- Interim reports to be mailed, discussion about parent communication includes mailing, robocall, bulletins, still investigating mass emails to parents to meet ATTIP requirements
- Parent Teacher interviews Oct 9/10, format works well Thurs evening/ Friday
- **School Growth Plan update**
 - School review by external team will be Oct 20-22
 - In implementation phase of SGP- writing goal
 - Progress of SGP will be shared at staff meetings, school council meetings, PLCs every 2nd Friday
 - data from school wide writes will be reviewed at next meeting
 - two innovation funding applications approved
- **Facilities**
 - ventilation in shop not started
 - committee completed selection of cafeteria managers/vendors

7. New Business:

a) Council positions as follows::

Council chair: Edith Elder

Council vice-chair: Michael Lauer

Building Advisory Committee: Michael Lauer

Busing Committee member: Shanon Cooper

CEAY members: Dianne Tait & Edith Elder

School Growth Plan member: Maureen Long

b) Secretary treasurer- Dianne will take minutes and Edith will check with Yolande about position

Motion : Edith Elder and Michael Lauer will have signing authority in addition to secretary treasurer.

Moved: Dianne Seconded; Shanon

Carried

c) Dates for regular monthly meetings October 21 November 18 December 9

(with goal of 2nd Tuesday in month starting January)

d) Guest presenter guidelines- use same document with following additions:

- Add Preamble with Dispute Resolution Guidelines (protocol in place for parent to speak to teacher first, then administrator, then to council.

Add #4) immediacy clause: -Depending on the immediacy of the concern, a parent/guardian may address it

with a council member prior to the meeting and ask to have the concern placed on the agenda.

Motion: To have revised guest guidelines replace previous guidelines on website.

Moved: Michael

Seconded: Shanon

Carried

e) Code of conduct for school council members: distributed document and members will read, sign and keep in our own files. We are all working together for good of students in our school.

f) Spokesperson for council: In general, the chair will be spokesperson and in written form when required.

g) Communication:

Newsletters: There is a school council section in school newsletter with positions and contact information listed. Newsletters are mailed with report cards and one in between reports. (9 per year)

Bulletin board in school entry and website: Two other places to find information and contacts for school council members, photos of council members and minutes of meetings.

h) Busing concerns- Shanon attended meeting at Hidden Valley school on Sept 3 regarding new bus routes. Val Royle facilitated the discussion and problems to be reviewed and new schedule done. City bus passes are available for those eligible for school busing but must opt for city pass OR school bus.

i). School Council Conference: Sept. 25, 26, 27- All members will attend except Michael who will be out of town. Dianne will contact Lori with names of members attending.

j) Michael will be part of building advisory committee to review any possible expansion ideas, especially areas like technical and trades space.

8. School Growth plan

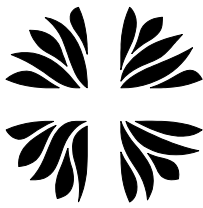
-Maureen is rep. Data from School wide writes will be reviewed at next meeting.

9. CEAY- Meetings will begin when executive members are appointed from other councils.

10. Other-

- **Standard items on agenda;** Michael suggested adding "In Camera Session" to end of agenda and this can be used as needed. All agreed to have this included on future agendas.
- **Joint Health and safety rep-** Shanon volunteered to be rep on this committee.
- **School tour** and council meeting staff-Tues **Nov 4, 4:30pm** after staff meeting.
- **School policies-** Ryan passed out policies and forms to review.

8. ADJOURNMENT- Meeting was adjourned at **9:10pm.**



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Ryan Sikkes, *Principal*

Jeanette Gallant, *Vice-Principal*

School Council Meeting September 9, 2014 Principal's Report

1. Enrolment as of September 5, 2014:

	September 2014	June 2014	September 2013	September 2012
Grade 8	68	66	60	72
Grade 9	69	72	66	79
Grade 10	73	72	73	70
Grade 11	70	74	74	79
Grade 12	76	93	82	75
Secondary Ungraded	20	17	15	25
TOTAL	376	394	370	400

(Class Size Maximums: Grades 8 & 9 – 26; Grades 10-12 – 28)

2. Staffing

	September 2014	September 2013	September 2012
Administration	2.0 FTE	2.0 FTE	2.0 FTE
VCSS Teaching Staff	28.0 FTE	30.0 FTE	31.0 FTE
SRP Teaching Staff	3.5 FTE	3.0 FTE	3.0 FTE
TOTAL Teaching Staff	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

- See attached staff list
- New staff this year: Jeanette Gallant, Tanis Giczi, Stephanie Joyeaux, Dan Reimer
- Returning staff: Melanie Bonar, Maura Sullivan
- Newly married staff(!): Stefans Jackson
- Staffing actions:
 - i. Andrea Fougere-Chou has resigned to take position at Yukon College (she will be working part time until Mia Richard returns)
 - ii. Lauren Wallingham has transferred to ILC, requires backfill
 - iii. Alex Sullivan will be on maternity/parental leave starting in November, looking for 1 year temporary assignment.

3. Programming

- The school schedule did not change from June's preliminary timetable.
- Bell and Class Schedule was modified slightly for busing purposes.

- Limited outdoor education courses are available this year.
- New courses include: Scimatics 8, Scimatics 9, Human Services 10-12, Drama-Film-TV 12, Entrepreneurship 12
- Information Technology outcomes are being incorporated into Religion classes.
- Sciences Humaines 10 was offered to enhance French options.
- Tutoring program is expanding to include ELL group instruction and/or tutoring
- Blended learning is being piloted for English 8-12 and Socials 8-10 through the use of the online tool Moodle.

4. Activities and Events

- Hosted funeral for Clare Cherepak in August
- Hosted Summer Academy for all rural and Catholic schools
- See attached calendars

5. School Growth Plan

- Goal: “to improve student writing”
- Plan was approved by Yukon Education.
- Innovation fund applications were received for Instructional Coaching and for Promethean ActiveExpression units
- Jeanette Gallant is taking the lead on the SGP.
- Staff have prioritized strategies and will work collectively during PLC time and staff meeting time during Semester 1.
- School Wide Write for all grades is scheduled for September 10.
- Triennial School Review will likely take place during the week of October 20.

6. Professional Learning Communities

- PLC time is last block on Fridays, biweekly.
- Students are dismissed early from school.
- During Semester 1, all PLC meetings will focus on the SGP.

7. Facilities/Capital/Budget

- Ventilation work in metal shop will proceed in late summer/early fall.
 - No disruption to classes are anticipated.
- No word on any facilities/capital projects that were requested
- Several classrooms were painted
- Cafeteria was professionally cleaned
- Main counselling office was divided into two separate offices