

Catholic School Advisory Committee
St. Columban School – November 26, 2024
Minutes

Attending: Amanda Linton, Katie Louwagie, Claire Krempien, Hope Shantz, Jenny Feltz, Anna McCreight, Cheryl Ribey, Kay Madsen, Kim Renne, Julie Schoonderwoerd, Dan Gracey

Regrets: Jessi Nyland, Amy Ritz, Ashley Ryan, Kristen Schoonderwoerd, Diamond Terpstra, Justina Zmuda

1. Opening Business

- 1.1 Opening Prayer – Dan Gracey
- 1.2 Approval of Agenda - Claire motions, Katie seconds
- 1.3 Approval of September 26, 2025 minutes
 - Motioned by: Claire
 - Seconded By: Katie
- 1.4 Secretary election – Jenna Duck
 - Motioned by: Amanda
 - Seconded By: Claire
- 1.5 Resignations – Julie Ryan

2. Reports

- 1.1 Treasurer Report
 - Overcharged on one swing. Claire to send numbers following meeting. Cheque going back in.
 - \$1000 donation made by school community member for St. Columban landscaping project. Sitting in trust, coming back to CSAC account. Will cover everything but \$141 on landscaping expenses
 - Van Pelt donated toy box at St. Pats
 - Expenses discussed:
 - o School Council - \$15, 509.59
 - o HST Rebate - \$1, 283.38
 - o Total - \$ \$16, 792.97
 - o Also to note: \$1000.00 in the Schools Trust Fund at the Board Office. This will be used for the landscaping costs at St. Columban
- 1.2 Principal Report
 - covered in ongoing discussion items
- 1.3 CPIC Report from board meeting
 - 1.3.1 Catholic teachers who follow & teach Catholic faith – motion passed at CPIC in 2024 but still a shortage of staff so issues continue.
 - 1.3.2 EQAO results
 - 1.3.3 ProGrant \$500 per elementary school, Dan to receive info and then we apply.
 - Used this for end of year open house last year (2024) grant request goes to principal, and we just need to apply if we would like to do this.
 - 1.3.4 School attendance since pandemic still a big issue at both elementary & secondary. Anxiety, school disengagement, sports.
 - Discussion: Schools must reach out if they realize someone isn't at school. Social work employed to help with this. This is a Provincial issue, at our schools – no walkers, this helps as kids are all on buses. Attendance counselor each county (Perth and Huron) more work in elementary schools as well as secondary. If the attendance councillor is unsuccessful, not sure what happens after 16 consecutive days. What is our threshold? School schedule should be reposted for parents so that parents have timing. Maybe put on the website, Shamrock. Dan to post the schedule in the WAAG

3. Discussion Items - ongoing

- 1.4 Landscaping, storage box and basketball net status
 - Covered all but approx \$100 of it. Grass seed in the fall. Storage box is completed. Basketball is completed.
- 1.5 Team Jerseys update
 - Claire met with Pauline, does not need to be the same logo on spirit wear.
 - Simple wording. Smaller shamrock on the side with the school name across. Different colouring than St. Pats Kinkora. Figured out sizing and numbers. Can Janis do one with the school logo and one with just the words?
 - Must say St. Columban** Numbers will be on jerseys to help with inventory. Can Shamrocks go on the back as a name bar?

- Basketball jerseys – larger arm holes for the girl’s sports. Can we just wear shirts for basketball? Replacing the basketball jerseys would be more expensive than just ordering the tshirts.
- Still have shirts for St. Pats for Pat Cook run as that is all they attend or they can wear spirit wear as well.
- Claire to continue working on.

1.6 Basketball nets

- To purchase: 2 or 3?
- Temporary nets are easy to break. Permanent nets have an issue with fire exits.
- For Dan: figure out fire exit answers and report back at next meeting.
- Deferred

1.7 Volleyball/badminton nets for St. P

- Quote previously received and forwarded to St. Patrick’s staff & Dan. Gym has been measured and we are awaiting final go-ahead and info if accessories required.
- Deferred to discuss at next staff meeting next week and report at next meeting.

1.8 Spirit Wear update & pick up/delivery -\$649 profit to date. We may have one hoodie that was fulfilled and not wanted if anyone is interested.

- Kay worked with Janis at Dunny’s. Dan is going to look into this hoodie that was not fulfilled.
- December 6th items should be ready by then. Pickup night or distribute? 60 total orders. Split and deliver and then parents don’t have to come out to the school for a pickup night.

1.9 Document camera update

- \$153.77 from amazon \$7 delivery. \$160.77 in total. Start with one and see if this gets utilized. Send the item to Louwagie’s and family will donate it to the school. Thank you Katie Louwagie.

1.10 Sand and snow toys update – last year Julie purchased 16 snow shovels & 10 blocks for approx. \$200. Diamond Terpstra donated sand scoops. Do we still need more?

- Hope found shovels and ice block makers. Scoops are starting to deteriorate. From Diamond, not snow toys. May still need snow toys. Mesh is removed off hockey nets, they do not make these nets anymore. Hockey sticks? Red PVC along the fencing? St. Pats is ready for hockey! How many sticks would they need? Medium sized mini stick? 40” road hockey sticks at Canadian Tire - \$12.00, Goalie sticks 14.99. Do kids at St. Columban have outdoor hockey sticks? Dan to take back to school.
- Motion by Amanda, 2nd by Anna: Buy 12 player sticks and 2 goalie sticks at Canadian Tire for St. Pats. Jenny Feltz to purchase.
- PVC Nets – Julie to discuss with Ron.

1.11 Painting of asphalt

- Previous rough estimate was \$920
- Company came Nov 26 to view plans.
- Pricing: basketball key \$64.00 and four squares \$90.00. \$400 at St. Columban for 3 keys and 3 or 4 four squares. \$500 at St. Patrick’s. Dan to use his discretion of what is needed. Will be painted in spring.

1.12 Student council update – DAN

- Safe Schools and Bullying Awareness, Dan working with Cheryl. Cheryl to come in to display posters to the children. Children to make them “St. Columban” versions. Working on this committee first and then work on Student Council in the new year.

1.13 Christmas Lunch – Dec 10/24

1.13.1 St. P 11am (11:15am serving). St. C 12:20. Done by 2ish.

- Need children at St. Patrick’s to come in and sit down first, leave hats mitts coats etc. at chair.
- St. Patrick’s to be out by 12 for volunteers to turn over table and tidy up for St. Columban

1.13.2 Rolling Roaster has been booked, costs are up \$1 per meal. Rough estimate based on last years #s is \$2846, up \$368 over last year.

1.13.3 Valu-mart is donating 300 buns, we will purchase 3dz extra same as last year. ONE bun per child.

1.13.4 204 cupcakes ordered at \$.80 = \$160, 150 butter tarts donated

1.13.5 Milk donation – by Perth County Dairy Producers and Nooms family

1.13.6 Snack program/CSAC (split TBD) purchasing napkins, plates, some cutlery, water, margarine, oranges, tablecloths. – had roll of tablecloth from year end open house.

1.13.7 Donations opened on School Cash Online if wanted. – Dan to provide an update weekly.

1.13.8 Corn – Debbie/Diamond. Arrival time for heating?

1.13.9 We would like to see mixed classes if wanted this year – teachers ok with this? Dan not opposed, just operational – how does it work. Hope will bring this up to staff to see how they feel about it. Maybe older kids can mix and mingle.

1.13.10 Bus costs? School paid for it last year. 2023 - \$451.00. Pizza funds to cover bus.

- 1.13.11 177 St. Columban, 106 St. Patrick's, Bus 7 drivers max including 3 driving that day, staff #s?
 - Ask Carolyn numbers – needs to confirm numbers by next Thursday.
 - St. Pats students make separate card for Valu-mart, Perth County Dairy Producers, Nooms, Debbie and Diamond.
 - Arrival for setup at 8:30-9am. Wrap cutlery, table clothes. Amanda to send out list of duties a couple days prior so everyone knows what they are doing.
 - Spirit wear for Christmas – Hope to ensure this is a festive date.
- 1.14 Grants – PRO has been approved for \$500 per elementary school. When we host our BBQ should we invite new JK families? All agreed yes.
- 1.15 Fundraising - Need to figure out fundraising plan for the year as soon as possible. Can say we are working with the open house for now, a bigger fundraiser next year.
 - 1.15.1 Starlight Drive-In never responded. Removing from option.
 - 1.15.2 Rubber shoe charms. If we proceed they will be shipped all together and then will be distributed. Will discuss in January, need a logo prepared to go forward. Can purchase rubber shoe charms and sell them at the open house, and years to come. Any events for newer families – can we have the charms available. Need to be specific of when they were available.
 - 1.15.3 Leave motion for January meeting.
 - 1.15.4 Kay to start the process in doing a new logo with a graphic designer – someone in our community may be willing to do this for free - as we do not own the rights to our logo on spirit wear
 - 1.15.5 Raffle at year end open house – other schools did this for the last few years? Dan will look into for us.
 - 1.15.6 Trivia night options - findings below, decided against trivia night at this time.
 - 1.15.6.1 Dublin Hall 190 ppl, Full Day: \$245.50+HST (\$277.42) or Licensed: \$491.01+HST (\$554.84), + license & insurance
 - 1.15.6.2 Mitchell Community Centre – 300 ppl, ringette had 180
Round Tables: 36 tables @ 6 people per table (216 people)
Licensed Event: \$613.30+HST (\$693.03)
Bar: if we bartend, we will receive 35% cut of the bar sales. If we have a group bartend for us, we will receive 20% and they would receive 15%
Do not need to get liquor license. – not having a liquor event anyway.
Insurance required.
Ringette: had \$25 per person @35 tables (\$5250), plus approx. \$800 in funds back to them after accounting for the hall rental. Not sure of cost of Trivia Guy though. (\$6050 total back less whatever the cost of the trivia guy is and any snacks/food etc)
 - 1.15.6.3 Mitchell Golf Course – 200 ppl, \$275 weekday, \$345 Saturday, \$45 bar, all food & drinks through them, no profit to us
 - 1.15.6.4 Maple Lane Haven – 160ish ppl, downtime is Jan – March. Would consider donating venue. If we have cash bar, we could get back 10-15% if we have smart serve bartender volunteers, if no liquor no shared profits. We would plan a buffet based on a budget, cost to be determined depending on when & how many hours. Need to know how fancy.

4. Discussion Items – new

- 1.1 Report cards on same day of interviews
 - Amanda reported that parents did not like this. Dan noted.
- 1.2 Piano lessons
 - Nobody has offered to Dan. External contact. Amanda to ask Burtenshaws or Bakers. Valerie Dalton teaches in Seaforth. Piano Teacher can reach out to Dan to discuss classes at the school. No lessons available at this time.
- 1.3 Craft supplies for St. Patrick's
 - Staff request if classrooms are requiring craft supplies that we can purchase. CSAC is able to provide a budget for each classroom for discretionary items per class. Hope to bring this back to staff meeting with ideas.
- 1.4 Bussing costs for St. Patrick's FIAT team to Ritz Villa. \$198.56
 - Nikki Saunders wrote a letter for CSAC regarding their visit to the Ritz Villa.
 - Outreach program – everyone has the opportunity to join Fiat is grades 1 and 2.
 - o Multiple classes, over 40 classes. In 2023/24 it was only one bus.
 - Amanda motion trip to Ritz Villa, second by Jenna.
- 1.5 Grade 8 Class – glass and clay experience in Waterloo. 25 students. \$42.00 for bussing and experience all together. Have parents been asked yet? No. Parents are rarely happy to spend more than \$30.00 for trips. Approx. \$33.00 for two classes. Arts program - \$10.00 per student each year?
 - Motion: Gave a \$10.00 per student contribution to Intermediate (Grade 7/8) Yearly Arts Program. Motion by Julie, 2nd by Amanda but deferred after meeting as staff were able to come up with a new plan.

- 25 grade 8's, 35 grade 7's – 2024 contribution for arts program - \$600.00. Is there an option for program to come to the school? Senior students rarely leave the school after grade 5. Arts in the school. Dan will go back to class to poll parents for the excitement and support for the trip. How can the students present this back in their class? Should be offered to all of grade 7 and 8's – lacking in their trip experiences. Reevaluate contribution following trip.
- Are there any grants for this type of program?

1.6 Graduation

- Grad committee in 2023/24, motioned last year for \$800 asked for \$1000 in the end.
- Grad Committee must have one purchaser. Can we have a committee again this year? Open up to other CSAC members and any other people who would like to join? Costs on graduation: Children receive composites at a price per. Male and Female athlete (\$25.00). Décor. Some purchases can be used year after year. Ex. Pipe and drape purchase last year can be reused. Grade 8 numbers? Less than last year. Should the motion be done as a cost per amount of students? Previously had everything mixed together. Would like to make this more about the graduation. Understanding that having a Graduation Mass is still required. Could we have the Priest come to the graduation to do a blessing at grad? Graduation Mass was the last school Mass of the year. Could find a way to make it a more special event for the students. Students went to Maple Lane Haven following the event. Parents felt rushed out of the hall last year.
- Motion by Amanda, 2nd by Jenna to approve \$1000.00 and for Claire to start up grad committee (through waag)

5. Date of next meeting

- January 22nd 2025.

6. Adjournment

- Motion by Amanda, 2nd by Jenny to adjourn meeting at 9:00pm
-