



**Cloverdale**  
Catholic School

## Parish Education Committee Meeting

**12 November 2019**

**Start: 7:00pm**

### Present:

Deborah Harms  
Francine Poelstra  
Jennifer Friesen  
Megan Poulin  
Jacqueline Johnson  
Mike Fortino  
Jason Borkowski  
Chris Brant

### Regrets:

Fr. Paul

### AGENDA

#### **1. Opening Prayer**

- Opening prayer by Francine

#### **2. Chairperson's Report – Deborah Harms**

##### a. CISVA AGM

- Deborah attended the CISVA AGM
- Note, society delegate is the only person that is allowed to partake in the AGM. For next year, when we name our society delegate, lets name who is most likely to attend the meetings
- Generally all well in CISVA; stable financial position

##### b. Top Marks Contract

- Jason and Deborah met with representatives a few weeks ago
- Contract expires in 2020 and requires renewal for next school year
- Supplier will provide costing when the figures are available

### **3. Principal's Report – Jason Borkowski**

#### **a. Behavioural challenges at school**

- Some classes have seen increase in behavioural challenges this year
- Steps to address behavioural challenges include visual reminders for students on expectations. explicit instruction on expected behaviours, consistent enforcement by all members of the staff, refocussing on classroom management, better supervision, and the implementation of positive reinforcement of expected behaviours through a student recognition program and a values program
- Positive spin on behavioural challenges has lead to change in behaviour in right direction for children

#### **b. Walk-a-thon**

- \$22,000 raised. Most successful fall fundraiser in years
- School will do this fundraiser again next year
- Playground equipment has been ordered
- Wheelchair ramp has been built

#### **c. Staffing**

- EA on 3-4 month leave
- EA heading off on leave in January
- One additional EA to be hired

#### **d. Class Size and Enrolment**

- School has grown in record numbers – 323 total enrolment; growing pains have been seen as a result of the recent success in school growth
- Currently there are four combined classes – leading to increased demands on teachers to adequately address the unique needs of students
- Possibility to restructuring classes next year

### **4. Treasurer's Report – Chris Brant**

- Financials are in good shape
- Tuition fees are competitive

### **5. PFG Report – Jen Friesen**

#### **a. Updates**

- Movie Night fundraising on November 15
- Poinsettia and Epicure fundraisers

b. Christmas Concert

- Concession in afternoon and evening

c. Tree Chipping

- January 4 and 11 are current dates – subject to change

d. Pub Night and Gala

- Pub night mid-January
- Gala April 25

e. Outdoor Sign

- Looking for outdoor sign for information
- Jen, Tereen and Chris to discuss

f. Parish Fundraising Committee

- Jen is school rep on the Parish Fundraising Committee
- Decision that look for an internal parish fundraiser

**6. Maintenance Report – Jacqueline Johnson**

a. Work Bee Update

- Successful work bee
- The space between the asphalt and the wood playground barrier has now been filled

b. Waste Bags

- Discussion regarding costs regarding yard waste bags v. purchasing new green bins
- Discussion about purchasing waste bags from the City as they are substantially cheaper than from commercial retailers

c. Bathroom Floor

- Before replacing the floors, flooring company has recommended to steam clean the bathroom and then apply Mipei Grout Refresh. Applying the grout refresh should only take about an hour and might need to be done once a year.

## **7. Parent Participation Report – Megan Poulin**

- Discussion to send a reminder in December to remind parents to complete hours and possibility of second reminder in February for families who have completed less than half of their hours

## **8. Other Business**

- Progress made in moving towards electronic registration
- Spring 2020 to be online registration
- January meeting deadline for PEC changes to policies and handbook

## **9. In Camera Session**

Meeting Adjourned at 9:15pm following the in camera session

Next meeting will be Tuesday December 10, 2019 at 7:00pm