

ARCHBISHOP JORDAN CATHOLIC HIGH SCHOOL
School Council Meeting
MINUTES
Wednesday, September 23, 2015 at 6:30 pm (ABJ Library)

ATTENDEES:

21 Parents

Admin: Brett Cox, Principal and Greg Lakeman, Assistant Principal

1. WELCOME AND INTRODUCTIONS

Chair Tracy Lockhart opened the meeting at 6:35 pm. Attendees introduced themselves around the table.

2. OPENING PRAYER – Tracy Lockhart, Chair

Tracy led all Members in prayer.

3. STUDENTS' REPORT - Abby St John and Teagan Deseguin

- General Student Council is open to all Grade 9 to 12 students
- Currently 50+ student members but more students are welcomed to participate
- Mr. Gabinet is the Leadership Teacher
- Executive meet every Thursday morning to create/plan events
- General Group meet every Wednesday at 7:00 am for Breakfast followed by meeting start time of 7:20 am
- Some planned events for Spirit Week: Tye Dye Day; Twin Day; Game Spirit/Pride Day; Canada Day; PJ Day
- Currently four students are currently attending the National Student Council Leadership Conference in Nova Scotia along with Mr. Gabinet, Leadership Teacher. The Alberta conference is scheduled for May 2016 in Calgary
- Goal of Student Council is involvement from school's student body

4. MINUTES of May 26, 2015

MOTION moved by Chris MacDonald, seconded by Le-Ann Ewaskiw

THAT the Minutes of the ABJ School Council Meeting of May 26, 2015 be approved as distributed. CARRIED.

5. PRINCIPAL REPORT / GUEST SPEAKER – Brett Cox

- Hopes to keep all stakeholders in the 'circle of communication' to ensure the best for students, school community, parish community and EICS community. Members and parents of School Council will receive first-hand information, and the opportunity for dialog and the relationship built in meeting face to face
- The idea of 'knowing what is going on and what is coming up' are key but also the collaborative opportunities to be established and built on.

- ABJ Student Dress Code Committee drafted and proposed the 'ABJ Student Attire Policy' for consideration. Document is written in 'kid friendly language' and was developed as a result of student participation. Copy of draft attached. Parents had the opportunity to clarify and ask questions. No changes were suggested from the parent group.
- The draft Technical Device Policy of 'Bring Your Own Device' from the Division, applicable from Kindergarten to Grade 12, is scheduled to be reviewed in December. Our new current document was shared with parents for feedback and discussion. (also attached)
- The Admin team of Principal and three Assistant Principals started meeting weekly in May 2015. Some issues noted immediately to be addressed:
 - o Attendance and late (tardiness)
 - o The wanting for accountability – what are the rules
 - o Grade 9 registration – this should be a positive experience for both student and parents; problems ensued. Process will be revamped for 2016
- Transportation concerns for parent drop off lanes, parking stalls, bussing
- The change to the attendance policy was a means of the administrative and teachers taking a proactive rather than reactive response to absences and tardies; ensure that students have what they need to be successful in their classes
- Students do not use paper agendas – a student handbook application has been created but requires some tweaking yet; cost saving to the school is 50% versus paper. Parents wanting the app can download the link from the school's website
- Current student enrolment is 1202 students
- All staff are requested to update their webpages; only way to ensure that the school calendar stays current with all the activities of the various departments and extracurricular
- Staffing was increased by 2.5 positions in August
- Admin Team want to be in classrooms more frequently to review; meant as a means of coaching teachers; reviewing relevance of curriculum, engagement and meeting student needs
- Admin Team met with Strathcona County to discuss reciprocal use agreement with new Aquatics facility. Great opportunities will be available to students for leadership classes, First Aide, potential Swim Team. Report from Contractor is the pool is slightly ahead of schedule. Mandate of the Aquatic Centre is for Seniors and Swimming Lessons but students will get designated time to use the pool
- Cafeteria is under review – currently running at a deficit that needs to be better understood. Discussion occurring around Culinary Arts Program, Foods class, security of classroom space and area, inventory issues
- Career Centre –establishment of a functional student based room linking RAP, Work Experience, College and University information, Scholarships, combined with the student web 'Career Cruising'. The Centre is for Grade 9 to Grade 12. Mr. Noonan, Counselors and Facilitators will be in the same vicinity for access and availability
- Pending Federal Election – 19 students will be running the polling stations with teacher involvement. Students will receive formal training on the processes they are to follow. Polls will be open from 6:30 am to 10:00 pm

- The school and staff have expressed and appreciate the initiatives of the Grade 12 Prayer Bags and the nominations for Excellence in Teaching awards
- E-Campus and Tutoring information – ran by Mrs. McGhan. Wednesday lunch time tutoring will commence shortly for Math and Science. Students are sign up by Tuesday afternoon. E-Campus is also open during Monday lunch time as a study hall – students can bring their lunch
- Resource Officer – Cst. Jaclyn Wittington has been assigned; will work with Constable Payne until his transfer to the County
- Administration Meeting
 - Each school is drafting a policy titled ‘Assessment Evaluation & Reporting’ for next year.
 - 6 main areas of: Second Chances, Group Work, Zeros, Lates, Homework and Academic Dishonesty
 - Admin will meet with staff to discuss to ensure that expectations and processes area clear. Staff may also utilize some Professional Development (PD) days to collaborate further in the creation of the document
 - Update on One to One – the district has hired a technology person to work with teachers within the division to support integrating technology in the classrooms scheduled at ABJ for October 16
 - Project Reports – a plan is needed and will entered through PowerSchool. This process is for transparency of finances collected and used for student / school learning and improvements
 - BreakOut Groups – discussion regarding the calculation of course averages for awards as well as graduation ceremony requirements
 - School Counsellors –school-based budgeting now used. Job descriptions and standards are being drafted. Currently 2 positions at ABJ
 - Finance – ABJ has approximately \$175,000 in uncollected school fees. Outstanding accounts will go to the collection process sooner this year than last year
 - Technology User Agreement – students are to sign the form each year. Mr. Stecyk has created a specific document which is clear and easy to understand for staff, students and parents
 - Instructional Support Plan – meant as a functional meeting to review needs of the student; practical and not as wordy – more specific and direct for all parties to understand
- Division News
 - New Assurance Model and 3 Year Plan. Addresses the three goals of Faith Formation, Quality Learning, Engaging and Diverse Program Offerings. This year, the Plan will happen twice; October 2015 and May 2016. Afterwards, May only. Plan will be sent to Parent Council Member, staff and students for review
 - School Based PD Plans – due October 1st. Plans tie back to School Goals. Hours of PD tracked with the Division priority. All absences are entered into the SRB system

Mandate of Parent Council is to facilitate Guest Speakers and Communication. Parent Council Members expressed an interest for a formal presentation on Drug Awareness for all parents and students.

6. New Business – Tracy Lockhart

- Vacant School Council Executive Positions

Tracy reviewed vacant School Council Executive Positions for 2015-16.

Positions filled by Members:

Vice – Chair – Abigail Vincent

2nd Member at Large – Le-Ann Ewaskiw

Secretary – Cathy Brecknell-Tighe

7. NEXT MEETING DATE: Thursday, October 29 2015 @ 6:30 pm (School Library)
Guest Speaker on 'Career Counselling for Students'

8. CLOSING PRAYER – Tracy Lockhart led the closing prayer

9. ADJOURNMENT at 20:44