



Cloverdale Catholic School

Cloverdale Catholic School
PEC Meeting Minutes No.6
School Year 2023-2024
February 13, 2024 - 7pm

A. Call to Order

- Meeting called to order at 7:00 pm
- **Present:**
 - Father Rey
 - Clive Heah - Principal
 - Agnes Krammer - Vice Principal
 - Jacqueline Johnson - Chairperson
 - Mike Fortino - Vice Chair
 - Chris Brant - Treasurer
 - Kate Paez - Maintenance Coordinator
 - Fran McNee - Fundraising Coordinator
 - Jonie-May Pascual - Parent Participation Coordinator
 - Kristen Murchison - Secretary

Opening Prayer - Mike Fortino

B. Pastor's Report

- New requisition form policy: when in need of supplies for parish, fill out requisition form for approval prior to purchasing. Forms are available in the parish office.
- Parish subsidy process: Rency fills out category forms and Father signs them. Father will meet with families to get to know them.

C. Chairperson's Report (Jacqueline Johnson) - No report

D. Vice-Chair Report (Mike Fortino) - No report

E. Principal Report (Clive Heah)

- Registration- lots of interest across the grades, but unfortunately, we are full in most grades. We are hoping that we can look at having two Kindergarten classes next year.
- Basketball season is well underway- thank you to all the coaches and sponsor teachers

as well as Mr. K for organizing the season's games and tournaments.

- Badminton season for Gr. 6 and 7 students has started and will continue until April.
- Spelling Bee is under way and students are working towards our in-house competition on March 8
- Our Student Leadership Team met with Archbishop Miller last week and shared the great things that are happening here at CCS. The day before, we had the privilege of being part of an interview panel with Malala's father- he was very inspirational to our students. Thank you to Mrs. Hosein and Mrs. Miller for helping me with the Student Leadership Team- we are loving building capacity in our student leaders!
- Mrs. Hosein is in the process of putting together a Spring performance that will highlight music from around the world.
- Our grade 2 students along with 5 other students from older grades celebrated the sacrament of first confession on February 6. Thank you to Ms. A for her work in preparing our students.
- School growth plans are being worked on in teams. This year and next year, our growth plans are:
 1. Mental Health: To teach students to recognize the need for and accept strategies to Help promote social/emotional well-being
 2. Writing: To build and scaffold foundational writing skills (phonemic and phonological awareness, conventions, grammar, etc.) appropriate to each grade level with consistency and continuity from Kindergarten to grade seven.
 3. Faith: Centering our school community around an encounter of God as relational love, and our identity as his beloved children.

F. LAC Report (Submitted by Agnes Krammer)

- Mid-Year Assessments have been completed. Across the grades there has been steady progress made in Reading and Reading Comprehension. A number of students are continuing to struggle and have been referred to the Learning Resources Department. Referral Process: 1. Exhaust all possible supports and adaptations. 2. Meet with parents. 3. Start the IEP Process.
- February/March Plans
 - Conduct IEP Meetings: Feb. 26th to Mar. 1st
 - Update the current IEPs and distribute by Mar. 8th.
- Cornerstone Workshop: (A series of Workshops designed specifically for Resource Teachers) Agnes attended the latest workshop.
 - Functional Behaviour Assessments - presented by POPARD (Provincial Outreach Program for Autism and related Disorders. It was a very packed day but a lot of valuable information was presented that will be implemented at CCS as needed.
- SCERTS Workshop: Agnes completed a series of 3 Workshops on Social Communication, Emotional Regulation and Transactional Support.

- Excellent approach to working with our students with ASD. This approach is far more in tune with the needs of Autistic children and their underlying nature. They require a firmly established positive relationship with the adults in their environment, an effective means of communication that is realistic and must be well regulated in order to learn. What they learn needs to be taught to them in a way that is of value and meaning to them. Other approaches, such as Applied Behaviour Analysis often overlook these points.
- Our school already ascribes to these principles and now we will fine tune them and continue to develop the strategies according to the needs of our students.

G. Maintenance Report (Kate Paez)

- February Workbee
 - Well attended although some families chose to leave early after a 40 minute downpour. Tasks completed included weeding the gardens, a garbage run, cleaning the school and church.
 - The April and 1st May workbees are almost fully booked.
- Parish Projects
 - School Sign- plans are to remove the current wood sign as it has deteriorated beyond repair and replace it with a smaller sign of a non wood material. The marquee has been removed because it is broken but it will be repaired and reinstalled.
 - School Portable- bids for gutter install and portable repair have been accepted and the winning bid was chosen.
 - Parish Walkthrough - on Saturday Feb 10 from 9:30-3:30 members of the parish maintenance committee completed the first (annual) full property walkthrough to identify and timeline future projects and timelines.
- Boilers- install booked
- Parish HVAC - completed
- School Roof- pending financial approval
- Rectory Roof- deferred for 1 year

H. PFG Report (Fran McNee)

- We just wrapped up another successful family movie night. Our most popular one yet with a lot of positive feedback. Volunteer positions filled up quickly. Final numbers to come within the week.
- We are providing a concession for the GR 7 Basketball Tournament. Concession items are donated, and lunch is being ordered from Captain Ovens pizza. Mike P has also offered to make grilled cheese. Gr 7 and parent volunteers will assist PFG.
- Gala Update and Budget:
 - Our gala theme is Back to the 90's. To stay on theme, we are trying to stick to things that were popular in the 90's especially movies and sitcoms. The Gala will be in the gym and will consist of buffet dinner, silent & live auction, dancing,

arcade & billiards and raffle prizes. Our catering will be provided by Elroy from Captain Oven Pizza. The menu looks delicious and there isn't a slice of pizza on it! The cost currently is \$44 per person plus 15% service charge. Entertainment wise we are looking at a couple arcade games, billiards and nerf darts. We are currently looking for a DJ. Sandra and I have started actively looking for donations and have called on the PFG team for assistance. The KofC have agreed to bartend for us again this year. We are on the hunt for a good auctioneer. As far as volunteers for the gala, we will post for them in March and pray! Our back up plan is to ask high school students that need volunteer hours to fill in where needed. So far, I think we are in great shape.

- We announced our Gala this past week and had a special package available only at movie night. For the remainder of the month, we have presale pricing available.

I. Parent Participation Report (Jonie-May Pascual)

- 5 families with completed hours
- 4 families with zero hours on record
- 2 families not responding to emails, letters to be sent home

J. Treasurer's Report (submitted by Chris Brant)

- Reviewed, overall in good standing

K. Secretary Report (Kristen Murchison) - No report

L. Closing Prayer (Mike Fortino)

M. Meeting adjourned at 8:35 PM following in camera session

Next Meeting: March 5, 2024 at 7:00

