



SAA School Committee Meeting Minutes January 2021

ST. ANN'S ACADEMY
ESTABLISHED 1880

Date: Jan 26, 2021 (Zoom meeting)
Call to Order At: 6:05 pm
Recorded By: Jacob
Committee Attendance: Steve, Jacob, April, Greg, Jeanne, Fr. Derrick

Admin Attendance: Patrick, Katherine, Brent
Staff Representative: Tony, Deanna
Guests Present: None
Regrets:

Opening Prayer: April

Adoption of Agenda: Motion to adopt the agenda was moved by Jeanne .

Adoption of Previous Minutes: Adoption of minutes of November meeting which was circulated via email was moved by April and seconded by Jeanne.

Correspondence (Jacob):

- Thank you cards from Helen Ferguson and Jeanne expressing gratitude to the school committee were presented.
- Correspondence received from the CISKD board on guidelines regarding formal channels and procedures of communication with the CISKD board was presented to the committee.

New Business

Tuition subcommittee update (Greg):

- The committee recommends a 3% increase in tuition for the next academic year after due consideration of all the prevailing factors like inflation rate and a potential decline in the number of registered international students next year due to covid. A motion in support of this increase was moved by Greg and seconded by April. Motion was passed.

Highlights from Meeting with CISKD on SAA's restricted capital funds:

- Committee members presented their impressions of the meeting held with the CISKD board in January, 2021.
- The SAA school committee proposed to send a follow up letter to the CISKD board for their clarification on the Diocese's financial capacity to fund future capital projects at SAA.
- Several capital project recommendations especially those posing safety concerns were suggested. The SAA school Committee resolved to put forward a proposal to investigate

and prioritize the type of capital projects that could be embarked upon in the school. A committee will be set up to work with Patrick/teachers to review these priorities by gathering the right information and presenting a detailed action plan moving forward.

Advancement Officer Hiring updates (Patrick):

- Fr. Derrick recommends that the CISKD be informed of reposting the position.
- Patrick will reach out to Holly (the Superintendent) about reposting the position.

Parent Handbook Revision (Patrick):

- Presented some updates (revised the wordings) of the handbook with regards to these sections: uniform (dress code), roles and responsibilities, cold weather and tuition payment.
- Indexing was added to the handbook to improve information search.
- The former name of the school council was updated to what is now known as school committee.
- Concerns have been raised by some parents/students about how uncomfortable the skorts are as they are quite short with tight waists. As a result of this issue Patrick is looking at different uniform suppliers.
- This revision was made to ensure only a change in language but the intent remains the same. The policies in the handbook were not changed and if this is needed, another meeting will be required to table the items requiring changes, such as changes to the school uniform. Inputs from parents and students may be requested for a town hall forum.

Introduction of new members: None

Committee and School Administration's Reports

Financial Report and Annual Budget: (Greg/Patrick)

- No formal report was presented.
- Financial statement indicates that the budget is on track.
- Provincial grants are being expected by the end of January or in February.
- Revenue is currently about \$90,000 ahead of expenditure.
- There was a \$50,000 donation that will be added to capital revenue.

Pastor's Report: (Fr. Derrick):

- Plans are in place for catholic school week.
- Posters are being produced for the catholic school week with key questions about the catholic faith.
- There are plans to celebrate Confirmation and First Holy Communion sometime this year - dates to be announced.

Reports and Presentations from SAA Administration:

Principal's Report: Patrick - report was presented
VP Elementary: Katherine - report was presented
VP High School: Brent - report was presented

Principal's Report (Patrick):

- The forthcoming information night for kindergarten and Grade 8 will hold via zoom.
- 27 persons have registered in Kindergarten and 20 in Grade 8.
- Catholic school week to commence next week.
- Adverts to be put in place for the school's student enrollment.
- Lent is being planned with Fr. Derrick with regards to ash distribution.
- Family to be able to use an online re-registration system which is currently being developed.
- Initiatives are being investigated in order to provide tools to support the mental health and well-being of both staff and students.
- Open parachute is a potential new program aimed at helping students understand their emotional health. There are three modules being developed for staff, students and parents. The cost is yet to be determined.
- New approach in restorative justice is being explored to ensure student discipline across all grades. This is expected to help with student behaviours that affect others.
- Career path planning form from CISKD was issued to all staff members on continuing contract to determine who will be returning in the next academic year as well as their career goal. This also provides an opportunity for staff to voice out their concerns.

VP High School report (Brent):

- Grade 8 and 9 students are currently preparing for a virtual Science Fair.
- Catholic school week starts this Sunday. Daily prayers will be led by Grade 5 during this period and Lent begins with Ash Wednesday on Feb., 17, 2021.
- Grades 8-9 and 10-12 boys and girls basketball is currently ongoing throughout the week to help students to be more active during this pandemic.
- Graduation photo retake has been fixed for Feb., 2, 2021.
- Orientation for potential Grade 8 students for the next academic year will take place virtually on Jan., 28, 2021.

VP Elementary report (Katherine):

- Mass was held virtually and live-streamed from the Chapel on Jan 12th, 2021. It was led by Grade 6 students.
- Catholic school week to start on Jan 31 - Feb 5, 2021 with some planned events.
- Basketball skills being held after school for Grades 6 - 7 on Tuesdays and 4 - 5 on Thursdays.

- There are plans to integrate technology in the classrooms as the computer lab will not be in use going forward. Staff are being asked for suggestions on what can make this effort successful, especially against the next academic year.
- Website (Munch-a-Lunch) is currently being used to track canteen orders for the elementary students. Families are able to log on to put in their orders. This allows for easy tracking for the school canteen.

Public Relations, Planning, and Policy (Patrick & Jeanne):

- No report

Building Maintenance/Project (Patrick/April):

- Things generally slowed down between December and January due to the winter weather.

Faith Development Team (April):

- The committee report was prepared by April and presented by Patrick.

Other Business:

- None

Staff Rep (Tony, Deanna):

- No report

Next Meeting: Feb. 23, 2021 @ 6:00 pm

Meeting Adjourned: Meeting was adjourned by Greg @ 8:32 pm

Closing Prayer: Fr. Derrick.