



ST. ANN'S ACADEMY  
ESTABLISHED 1880

## SAA School Committee Meeting Minutes October 2020

Date: October 27, 2020 (Zoom meeting)  
Call to Order At: 6:05 pm  
Recorded By: Jacob  
Council Attendance: Jacob, April, Steve, Jeanne

Admin Attendance: Patrick, Brent, Katherine  
Staff Representative: Tony, Deanna  
Guests Present: None  
Regrets: Greg, Fr. Derrick, Alfred

Opening Prayer: Jacob

Adoption of Agenda: Jacob suggested that the agenda be organized in such a way that all reports are delivered together instead of being separated. The agenda was then adopted by April and the motion to amend the agenda was carried.

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

### **Correspondence:**

- A correspondence was received and currently with Holly and will be discussed in-camera according to Patrick.

### **New Business**

#### **Posting of minutes on SAA Websites (Jacob):**

- Jacob raised the question of posting and updating minutes on SAA websites, updating the school committee information and recommending a way forward.
- Patrick will find out how Jacob could be given login access in order to post school committee minutes on the SAA website going forward.

**Introduction of new members:** None

### **Committee and School Administration's Reports**

#### **Financial Report and Annual Budget: (Greg/Patrick)**

- Greg sent in the financial report for the year 2019-2020.
- The 2020 school year budget was presented for deliberation and approval.
- Patrick and the administration to review the activity funds and make recommendations on how to utilize the fund in the November meeting.

- Steve did ask about purchasing catechism booklets and whether there is an item in the budget for this. Patrick will confirm if this is coded under approved resources within the budget. It was recommended that the booklets be ordered if not yet done.
- The carpets in the High school computer lab and classes have been identified as tripping hazards as they have not been replaced since the 80s. Steve suggested the possibility of adding this as an allowance in the budget. Patrick suggested that it is a Diocesan expense and will get a quote and then approach the Diocese about replacing them.
- Steve did raise some issues on the changing room, whether this should be coded as a capital expense in the budget or off the budget as a separate item and then sent to the CISKD for approval. Patrick will look into this as it was recommended that this should be submitted separately to CISKD since it is a capital expense.
- Motion to adopt the budget was moved by Jeanne and supported by April. Motion was carried.

**Pastor's Report:** (Fr. Derrick): No reports as Fr Derrick sent his regrets.

### **Reports and Presentations:**

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

### **Principal's Report (Patrick):**

- Annual staff retreat was held in October and Fr Derrick was considered very generous by the teachers as he shares his story, rejuvenating everyone.
- Enrolment numbers are pretty stable, only losing one student.
- Raised over 20, 000 dollars and exceeded budget expectations for this year's walk-a-thon.
- Canteen prices was raised from \$3 to \$5 per meal but there were no complaints nor negative feedback from parents. April raised the question about the reduction in meal portions but Partrick reiterated that it was done to avoid food waste but would consider an increase if needed.
- There was an intruder in the school on October 8th who stole several chromebooks and ipads but was arrested after RCMP gathered enough intelligence data on him. The school does not know when or if the property will be returned. When asked about the security of SAA due to the reported case of theft, Patrick assured everyone that controls are in place to ensure that all doors are properly closed and teachers have also been asked to double check that doors are closed at all times. This is in addition to the ongoing security patrol of the SAA building.
- Two Pro-D days were successful.
- Patrick to stay on the CISKD salary review committee to ensure that teachers are compensated fairly.

**VP High School report (Brent):**

- Unprecedented thanksgiving food drive with food donated to St. Vincent DePaul.
- All masses in Oct were celebrated by Grade 8.
- First youth ministry mass will be celebrated by Grades 11 & 12 on Oct 29th.
- Looking for potential ideas for a Grade 12 retreat for the school year since it is their grad year.
- Principal's award to be held sometime in Nov or Dec to celebrate students' academic success.
- Athletics skills sections are currently going on. Grade 8-12 doing volleyball and soccer.
- Student council proposed some ideas: Halloween, pumpkin decoration for the school and classes and would like to start peer tutoring with the school.

**VP Elementary report (Katherine):**

- School liturgy was led by Grade 7 at the Cathedral and a youtube video of the mass was live-streamed courtesy of Alfred. Next mass will be held on November 26.
- Grade 7 has been helping to deliver lunches to classrooms.
- Kids were disappointed that the walk-a-thon was cancelled but were understanding of the prevailing situation.
- Staff development: Pro-Ds were successful.
- Volleyball skill sessions are being offered after school by Mr Pierce.
- Mrs. Lorraine was able to put out canteen orders for the whole month so that parents could place a one time order. In order to offset the rising cost of meals, punch cards are now \$50 from a previous \$30.
- Jacob did ask how the teachers are currently fairing during the pandemic and Mrs Watson pointed out that they are all very stressed. Patrick added that he was going to meet with teachers regarding a way forward to boost their morale while Steve suggested organizing teachers in groups/cohorts with the possibility of meeting virtually for activities to support their mental health.

**Public Relations, Planning, and Policy (Patrick & Jeanne): No report**

- No policy work is currently underway according to Patrick
- Steve did suggest that the uniform policy should be reviewed as this is one key aspect of the strategic plans.

**Building Maintenance/Project (Patrick/April):**

- April reported that change room plan option number 1 was unanimously agreed upon and Partrick will involve other teachers about the adopted plan for inputs. Blake provided a guess estimate of between \$350-390,000. Suggestion to raise funds to help pay off the cost of this project was put forward by Brent (e.g. naming the changing room after someone (like an alumni). Consultation with faculty for feedback, then sending this to CISKD for the possibility of supporting the project was recommended by the committee. A letter to this effect will be added as an addendum when submitting the budget to CISKD for approval.

- Patrick presented a maintenance report from James regarding preparation for the winter season.
- There are questions about the way forward for the Sister's apartment. The Bishop is currently looking into this.

**Faith Development Team (April):**

- Danielle is in the process of compiling a welcome video for the school.

**Other Business:** None

**Staff Rep (Tony, Deanna):**

- No report from the staff reps.

Next Meeting: November, 24th 2020 @ 6 pm

Meeting Adjourned: Meeting was adjourned at 8: 24 PM

Closing Prayer: April