



ST. ANN'S ACADEMY
ESTABLISHED 1880

SAA School Committee Meeting Minutes September 2020

Date: September 29, 2020 (Zoom meeting)
Call to Order At: 6:05 pm
Recorded By: Jacob
Council Attendance: Jacob, Greg, Alfred, April, Steve, Jeanne

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

Opening Prayer: Fr Derrick

Adoption of Agenda: Moved by Greg and seconded by April

Adoption of Previous Minutes: Adoption of minutes of August meeting which was circulated *via* email was moved by Greg and seconded by Alfred.

Correspondence:

- Pro Life Society of Kamloops had requested to use the SAA hillside facing the hospital for a pro-life campaign. Although this campaign was already held the previous week, the SAA school committee will reach out to the pro-life society *via* a correspondence explaining why approval was not given. There was a delay in receiving correspondence from the pro-life society due to covid and hence the SAA school committee could not respond to their request in good time.
- Jacob will send a correspondence on behalf of the SAA school committee to the society approving a future use of the SAA hillside. Greg has volunteered to deliver the letter to the Kamloops Pro-life society.

New Business

Election and acclamation of committee members' position for the 2020/2021 school year was concluded:

- Steve agreed to serve as Chair for one more year
- Jeanne is the new Vice Chair
- Greg was acclaimed as Treasurer
- Jacob is the new Secretary
- April will be responsible for Maintenance/facilities and as Faith Development Rep.

- Confirmation of the activity of SAPA by the SAA school committee was suggested by Fr. Derrick to ensure alignment with that of the SAA school committee. This will be discussed in detail in a subsequent meeting.

Strategic Plan:

- Steve encouraged everyone to read the SAA strategic plan once again and that the executive summary from it will eventually be posted on SAA website.
- To advance some of the goals of the strategic plan, the committee members were encouraged to review the goals therein once more and suggest ways to improve them. This will be discussed further in our subsequent meeting.

Introduction of new members:The VP Elementary (Katherine) gave a brief on how she is settling into her new role while Alfred introduced himself, talked briefly about his family and work to the committee.

Committee and School Administration's Reports

Financial Report and Annual Budget: (Greg/Patrick)

- Holly to ask the Bishop for an extension of the budget timeline to allow for ample time to present more realistic budget figures.
- Patrick reported that budget surplus for the year should be close to a million dollars while there is a potential deficit of about \$360,000 in the proposed budget.
- Most of the budget predictions are difficult to make right now and the current numbers are based on guesswork due to covid.
- As a result of covid there will be no pro-D outing and this will help to reduce the budget cost for this item.
- There might be an increase in the cost of maintenance with regards to the new budget as one of the buses might be written off. Suggestions are being put forward for a campaign to raise funds for a new bus.

Pastor's Report: (Fr. Derrick):

- Fr Derrick was able to visit students in class rooms, during lunch breaks and will also lead the SAA retreat with the Grade 8 students.
- Grade 8 students are very open and excited about the retreat.
- Steve and Fr Derrick met with the Bishop and discussed the strategic plan, especially its desire to strengthen the Catholic virtues in the school and foster the Catholic faith. There was also the idea to work with a group of teachers and with Partick to reach out to more families.
- Fr. Derrick will work with the faith development team and then send invitations to parents interested in learning about the catholic faith.
- Fr. Derrick will share information on Formed.Org (a catholic movie streaming site) with the SAA teachers - he encouraged everyone to watch the movie: The Search.

Reports and Presentations:

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

Principal's Report (Patrick):

- Staggered dismissal due to covid has been implemented.
- Moved parking stops to create physical barriers between students and parents.
- Safety protocols have been outlined with regards to covid.
- About \$3,000 was spent on covid related expenses e.g. reusable masks, barriers, sanitizers, floor stickers. Students have received two reusable masks while teachers have three based on the Ministry of Education's requirements.
- There is one international student currently enrolled in the school due to covid.
- The new Canteen manager (Mrs. Lorraine) is working on preparing the food in the canteen instead of depending on frozen foods. Staggered lunch times has been implemented and some volunteering students help to deliver food to the classrooms
- It is being suggested to increase the meal price to \$5 per meal as the cost of meals like cheese hamburger and a bottled drink is higher than what is currently being charged - announcement to this effect will probably be after Thanksgiving. Parents will be communicated accordingly.
- All staff to participate in an annual retreat scheduled for Oct 5-6th, 2020 and to be held at SAA. Fr Derrick to facilitate the retreat.
- Resources to help with students and staff mental health support are currently being looked into. Alfred being a professional in the mental health sector has volunteered to provide the school with links to some resources that would help with mental health especially during this unique period of the covid-19 pandemic.

VP High School report (Brent):

- First school mass was successful and this was live-streamed so that other students could participate within the comfort of their classes.
- Grade 11 students led the Grade 8 retreat, giving them opportunity for leadership. This full day retreat was coordinated by Mr. Langevin.
- Student council executive is working on some ideas which includes a food drive in October with a competition between house teams.
- Covid-19 has prevented athletic activities from happening in full scale - there is however a sharing of equipment at SAA between the cohorts. Boy's soccer, volleyball and a virtual cross country will be happening but there will be no swimming this year.

VP Elementary report (Katherine):

- Students were not happy that they could not attend mass in the gym but were very understanding of the situation due to covid.

- The next school mass is scheduled for Oct 14, 2020 and to be potentially led by Grade 7 from the Cathedral.
- Meet-the-teacher went very well but the participation was lower than expected.
- The Terry Fox run went very well while Mr Pierce will start volleyball soon with Grades 4-7.
- The i-Mac lab space will potentially be changed into a music space due to the current music space being unsafe as a result of low air quality.
- Funds are needed for another cart of chromebooks since the i-Mac lab is being phased out.

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

Building Maintenance/Project (Patrick/April):

- Changing room renovation plan was presented by Patrick as designed by Mr. Blake, an alumnus of SAA. Patrick will consult with the SAA teachers involved so as to make a final decision on adopting one of the plans for the project.
- Mr. Blake to get back regarding some cost estimates for the renovation plans - April to follow up.
- Patrick updated and reiterated once more on the school's HVAC system that was completed this summer.

Faith Development Team (April):

- April expressed appreciation to Danielle (Greg's wife) for helping to keep the faith development team going. Currently Danielle is working with April to put up a welcome video for all the families at SAA.
- The welcome video will be ready sometime in October.

Advancement office:

- The previous advancement officer left and hence the position needs to be filled.
- Patrick is working on the details of this position and will get back to the committee in due course.
- Steve suggested that committee members could recommend any suitable candidate for the role of an advancement officer. Committee members to think about this.

Other Business:

- Steve to talk to both Bishop and CISKD about SAA's reserve capital funds and what needs to be done with it regarding capital projects - Greg to send a letter to CISKD regarding the way forward on the utilization of this fund for capital projects at SAA.
- Fr. Derrick to reach out to Parishes regarding participation in the SAA School committee as there are some available vacancies.

Staff Rep (Tony):

- No report - This happened to be Tony's first meeting for the school year and he was glad to be present.

Next Meeting: October, 27 2020 @ 6pm

Meeting Adjourned: Adjournment was moved by Jeanne at 8:11 PM

Closing Prayer: Fr. Derrick