



ST. LUKE CATHOLIC SCHOOL ADVISORY COUNCIL

We ARE Lightning ...

CATHOLIC SCHOOL ADVISORY COUNCIL AGENDA AND MINUTES

General Information

Date: Tuesday September 19th, 2023

Time: 6:30 to 8:00 p.m.

Location: St. Luke Learning Commons

Attendees: Melinda Hannusch; Xiaohong Xu; Shani Pregelj;
Virginia Young; Pamela Youngberg; Theresa Devine; Anthony
Oladele; Denise Action; Michelle LeDuc; Rosemary Kavanagh;
Alicia Cunningham;

AGENDA

Item #	Item / Description	Responsibility	Time	Notes & Minutes
1	Welcome	Melinda	2 min	
2	Prayer and Acknowledgement	Melinda	5 min	
3	Approval Of Agenda	Melinda	2 min	Approved by Virginia and Michelle
4	Orientation Session	Rosemary	15 min	• Review of Role of CSAC (Catholic School Advisory Council) • WCDSB AP Memo School Council & Catholic Schools Handbook • Questions and Answers
5	Election of Positions	Melinda	10 min	• Chair/ Co-Chair - Melinda and Virginia ◦ Nominated by Theresa & Pamela • Treasurer - Shani ◦ Nominated by Melinda & Virginia • Secretary - Pamela ◦ Nominated by Melinda & Theresa • Parish Rep - Theresa ◦ Nominated by Shani & Virginia • Staff Rep Michelle LeDuc • Community Rep Denise Acton/Vanessa Karkheck Rising Oaks

				Committees? - Potential Committees: Events, Fundraising, Greening Action: Discussion on committees to carry forward to the October meeting. Melinda to add to the agenda. Action: Call for volunteers to go out via NewsWire. Melinda and Rosemary to coordinate.
6	Principal's Report	Rosemary	20 min	School Improvement and Planning - New exterior door (INT/SR) - New utility sink (JR) - New HVAC system - New accessible washroom in nurse's room - New Kindergarten playground fence This year at St. Luke Catholic School: 511 students 34 teachers (full and part time) 24 classrooms (including 3 new) 1 new bus - Many new supports via EA, special education, VP, language learning Many improvements have been seen related to traffic in the school parking lot. Parents are encouraged to "do the drive to 5". Any questions related to busing should be addressed to STSWR: https://www.stswr.ca/. School focus is on faith and wellbeing as well as numeracy and literacy. The new book for 2023-2024 is Be You by Peter H. Reynolds.
7	Fundraising for this Year	Melinda	15 min	Halloween Dance-a-thon - October 31 - DJ Chris Mihas has been booked. - Planning to start with Grade 8 students. - Call for parent volunteers - early October. Determine how funds to be distributed - Pop up tents to provide shade for outdoor sports/events - Sports equipment - replacements - Pop up signage to identify St. Luke at events

				Support for: Kindergarten outdoor space, teachers, library, STEM and faith resources.
8	Funds Raised Last Year / Budget Review	Melinda Shani	20 min	\$ for Teachers Action: Rosemary to confirm the number of full and part time teachers to Shani. Additional Allocations - Purchase supplies for pancake Tuesday event: 2 griddles; 6 chafing dishes, aluminum foil. - Provide supplies to new classrooms for faith tables and refresh supplies in existing classrooms as needed. Action: Melinda to continue to investigate supplies needed for pancake Tuesday. Action: Rosemary to reach out to staff re: request list for faith tables.
9	Parent Events	Melinda	5 min	- Planned partnership with St Agnes and St Matthew - Benefits: pooled grant money, better attendance - Focus for 2023-2024 STEM Lab. Action: Melinda to reach out to St. Agnes and St. Matthew to confirm interest. Action: Alicia to reach out to see if WCDSB Saturday STEAM event will repeat in 2024.
10	Closing	Melinda	1 min	Other: - School Picture Day will be November 1 - Yearbook plans are underway with a teacher volunteer. - CSAC to discuss updates to page on St. Luke website as well as marketing material for September 21 open house. Action: Photo to be taken of CSAC at October meeting. Action: Virginia/Melinda to look for prior brochures and promotional material to print for Thursday.

NEXT MEETING: October 10th @ 6:30 pm St. Luke Learning Commons