

**NOTRE DAME SCHOOL COUNCIL**

March 9, 2020 at 6:30 pm  
Notre Dame School Board Room

Minutes of regular monthly meeting.

**Present:**

Charmaine Moeller	Maddy de Castro	Fr. Vener Sabacan
Terri Haynal	Colleen Richard	Pauline Gerwien
Rachel Veiner	Yvonne Becotte	Allison Bijl

Regrets: Janice Depositar, Glenda Macarat, Cristina Amano, Jim Kinnear

Opening prayer led by Fr. Vener @ 6:30pm

**1. Approval of Agenda** – to approve as presented with 2 additions:

- 1) Under #8 – New Business – add “Survey from CIS”
- 2) Under #10 – In Camera – add “Request for unpaid leave” ;

Motion by Charmaine Moeller  
Seconded by Maddy de Castro  
Carried.

**2. Adoption of Minutes** – to adopt the minutes from February 18, 2020 regular meeting with 2 changes:

- 1) Under # 7 – Committee Reports – Staff Representative – delete sentence “Noted that salary was higher in Halifax”
- 2) Under #10 – Next Meeting – April meeting will be Apr 15 (not the 21<sup>st</sup>) because Terri Haynal will be away for the Principals’ Meeting;

Motion by Charmaine Moeller  
Seconded by Pauline Gerwien  
Carried.

**3. Correspondence** - none

**4. Old Business**

- School council lead the Stations of the Cross on March 6. Thank you to those who volunteered to help.

**5. Financial Report** - Glenda Macarat

- Report emailed to all prior to meeting. Glenda was not able to be present at the meeting to answer any questions.

To accept the February 2020 Financial Report as presented;  
Motion by Charmaine Moeller

Seconded by Maddy de Castro  
Carried.

## 6. Committee Reports

- Staff Representative – Colleen Richard
  - Emailed to all prior to meeting.
- CIS REPORT – Yvonne Becotte
  - Emailed to all prior to meeting.
- Maintenance and Repairs - Jim Kinnear
  - Not available.
- Staff/School Council Liaison – Maddy de Castro
  - Emailed to all prior to meeting.
- Parent Support Group – Charmaine Moeller
  - Emailed to all prior to meeting. Rachel Venier noted that a parent is going to donate a blow up screen for the next movie night.
- Parish/School Council Liaison – Pauline Gerwien
  - Nothing to report. Next meeting is tomorrow.
- Filipino Community Liaison - Cristina Amano
  - Emailed to all prior to meeting.

To accept all reports as presented;  
Motion by Charmaine Moeller  
Seconded by Pauline Gerwien.  
Carried.

## 7. Principals Report – Terri Haynal

Emailed to everyone prior to meeting. Father Vener noted that we can use religious materials from the back of the student agendas as resources.

## 8. New Business –

- Gravel Fundraiser – Details were emailed to all prior to meeting. Decision was made not to participate this spring because it's difficult to find enough volunteers.
- Survey from CIS – CIS sent a survey to all School Council & PSG members, and Notre Dame School Staff. The survey is to gather feedback on qualities you think we should seek in a school principal. The survey closes Mar 10, 2020. If you didn't receive the link, please let Charmaine Moeller know ASAP.

9. Next Meeting Wednesday, Apr 15 at 6:30pm  
Tuesday, May 19 at 6:30pm  
Tuesday, June 16 at 6:30pm

Items for next meeting: 1. Discretionary Days draft policy  
2. Leave Requests draft policy  
3. Financial Review draft policy  
4. 2020-2021 Budget

(Rachel, Allison, Yvonne & Colleen left the meeting.)

**10. In Camera** Motion to go in camera by Charmaine Moeller  
Seconded by Pauline Gerwien  
Carried.

Motion to come out of camera by Charmaine Moeller;  
Seconded by Maddy de Castro  
Carried.

A motion could not be made regarding a request for leave without pay, because we did not have quorum present at the meeting. Terri Haynal will follow up with the staff member who made the request to let them know this.

**11. Closing Prayer by Father Vener**

Meeting adjourned at 7:23pm

Minutes recorded and prepared by Charmaine Moeller