

St. Peter's Catholic Secondary School
CSCC Meeting Minutes
Monday, January 16th, 2012 @ 6:30 pm

Present: Mr. Lonnie Bolton (Principal), Toni Imtiaz, Maria Hardie, Melinda Baker, Susan van Amelsvoort, Vicki Cole, Rose Michitsch, Catherine Manson, Diane Beamish

Regrets: Kim Komes

1. Opening Prayer
2. Welcome and Introductions
3. Approval of Agenda: moved by Susan vA, seconded by Melinda B; carried
4. Approval of Previous Minutes: moved by Melinda B, seconded by Vicki C; carried
5. Business Arising from Minutes:
 - Rational Oven: oven still not installed; hopefully during exams
 - Cafeteria gift cards can still be purchased but no discounts will be offered
6. Cafeteria Board Session:

Treasurer Report: Melinda Baker

-Fridge and freezer compressors were powered off due to some contract work during the Christmas holidays and were not reset upon completion of the job...all contents spoiled; a request was put to the school board to compensate for all losses including food, loss of sales, wages paid to clean up and prep time to remake all pre-prepped food in fridges/freezers – food costs were agreed upon and Mr. Bolton will submit other numbers to the school board on behalf of the Caf corp for consideration. Follow-up: Cafeteria staff and school administration staff will ensure procedures are in place to reset compressors after any water work is done.

-Cafeteria sales were slower the first week back after holidays but are continuing to improve; vending machine sales continue to be weak.

-Rational Oven: still needs to be installed...perhaps during exam week and then all would be up and running for the beginning of 2nd semester

- Signage in cafeteria: a white board was purchased and will be installed; regular menu will be displayed on whiteboard.
- Smoothies: still being investigated
- Staffing: food service updates are ongoing.
- Credit applications: board wants cafeteria corp to streamline purchases; caf corp looking into credit card for purchases and a motion was put forth by Susan vA and seconded by Catherine M to make necessary changes to chequing account to facilitate easier purchasing methods. Motion carried.
- School board is also requesting accountability tracking but the question was raised as to whether or not the board has any jurisdiction over independent corporation funds vs Council fundraising efforts. Mr. Bolton and Melinda B will investigate further and report back.
- Cafeteria clean-up: garbage emptying has been an issue as custodial staff has recently been instructed by the Board not to service cafeteria garbage cans; caf staff will dump/change garbage cans until further notice.
- Financial assistance requests are not possible at this time.

7. CSCC Session:

PRO Grant/Pathway Night Discussion:

- Pathway Night has been organized and is set for February 8th from 6:30 -8:00 pm
- The Pathway Night committee met again on January 12th to finalize details and an invitation to parents/students and elementary feeder schools will be sent out advising the purpose of the evening and encouraging participation.

Principal's Report: Mr. Bolton

- Literacy: Grade 10 literacy test will be administered in March; there are 57 students who are requiring extra assistance and the focus will be on getting them ready and being able to pass; otherwise those students will be required to take an additional 110 hour course. Teachers will also be provided a 75 minute training program and will complete literacy exercises in all subject classes each week (math, science, etc) to better prepare all Grade 10 students for the literacy test.
- Technology/Programming: St. Peter's school vision is to create a "SMART SUITE" which will include smartboards, laptops (but will not be a lab), tablets, a document reader, a table projector and other necessary enhancements to enable the school

to become a “teaching school”. This room will also be a teacher training room. The goal is to have it up and running by May but realistically it will probably be September.

Chair Report: nothing to report at this time.

Parish Report: nothing to report at this time.

8. Future Meeting Dates: March 19, April 16, May 14 and June 4

9. Closing Prayer

Meeting adjourned.