

**Ursuline College School Advisory Council Meeting**  
**Monday, September 19, 2011**

**In Attendance:** Gerri Brown, Christine Canniff, Mike Dodok, Michelle Toll, Jeannie VanDenEnden, Claire Latimer, Marilee King, Carolynn Bulsink, Lori Arnold, Sheri Reuten, Claire Smith, Cindy Valley, Marian McEwan, Liz Sedge

**1.0 Prayer:** Gerri Brown invited all to join in the prayer "Instruments of God" by Joyce Rupp.

**2.0 Adoption of Agenda**

Jeannie requested to have a few minutes at the end of the meeting to talk about OAPCE.

**3.0 Adoption of Minutes** - No previous minutes.

**4.0 Correspondence** - None.

**5.0 Reports:**

5.1 Chairperson

5.2 Board Advisory Meetings

October 3, 2011, January 16, 2012, May 14, 2012 at the CEC in Wallaceburg.

5.3 Principal

5.3.1 Elections: Chairperson - Jeannie VanDenEnden;  
Secretary - Christine Canniff;  
Community Representative - Claire Latimer;  
Board Advisory Representative - Mary Anne McEwan

5.3.2 New Staff:

Educational Assistants - Stacy Arnold, Isabel Denomy returns. Both have extensive backgrounds and experience in autism.

There are 13 long term occasional teachers who have been hired to teach in Special Education, English, Computer Science, Math, Science and Religion. Most of these staff has previously worked at UCC.

5.4.3 Enrolment:

UCC continues to retain many of the elementary students from within the St. Clair Catholic District School Board. The school also takes on some new senior students who may not be able to get the variety of courses they need at the smaller schools. There is a small increase in the number of students attending UCC this year.

#### 5.4.4 Facility Review:

All three boilers have been replaced and will be tested September 20th to ensure they provide heat to the school.

The roof over the cafeteria and dance studio has been replaced. If funds allow, the roof over Merici and Xavier buildings will be done next year.

Landscaping has been done in the front of the school and will be ongoing.

#### 5.4.5 Start-up Review

Parents are very happy with the Lancer Link program. There were some suggestions from parents for the future - show students where their lockers are on the orientation day; all volunteers should be able to answer the students questions (have same knowledge); and that there be consistency between the volunteers (calling students, etc.).

Students were given the schools expectations during assemblies and their attendance at school is critical to their success.

Fog days were discussed and Gerri stated that students are to be doing purposeful work while at school. Buses may be delayed or not run in the morning but will bring students home at the end of the day. Students are encouraged to come to school on fog days if it is safe to do so. Unless the school is closed due to weather, the teachers are present and available to teach. Sometimes classes may be combined if there are too few students in a room.

Grade 9 day and parent night was held.

Grade 9 retreats have begun and grade 12 retreats will follow. All will be completed by the end of the semester. Approximately 50 senior students have been trained in a program called "Choices, Beliefs and Challenges". It is a program to increase knowledge on drug awareness and making healthy choices.

SafeTALK and iMatter are 2 programs our grade 12's will receive training in this semester. These programs focus on discussing mental health wellness and supports. The senior students will lead both programs with the grade 10 students. Discussions are ongoing to make this training available for staff and parents as well.

Margaret Palmer, our school Chaplain has further details.

Absolute leadership presentations were made to grade 10, 11, and 12 students. All 4 administrators are attending Risk Assessment Workshops. Department heads and teacher workshops have begun with a focus on increasing student engagement and student achievement. Fall teams and auditions have begun for the Sears drama festival and this year's play Les Miserables. There is a parent meeting on September 29th for grade 11 & 12 students regarding post-secondary information. October 4th all the Ontario Universities will be at the school. October 20 is the first quarter reports and grade level masses. Grade 9's will be selecting the virtue that they will strive for over their years at the school.

October 27th is a tentative date to hold a drug awareness information session for parents. It will be similar to one hosted at the school for students last year that includes information about street and prescribed drugs, how to recognize drug use, where to go to get help and prevention strategies. This session will also be open to elementary parents within our board. All will be welcomed.

October 31st is Halloween for Hunger. Students meet at the school and go out collecting canned goods for the food bank. Gerri encourages all students to participate and it is counted as volunteer hours.

November 2nd is Take Your Kid To Work Day. Tentative date for Grade 8's at UCC. November 3rd is parent/teacher interviews. The week of November 14th is Anti-Bullying week. November 21st report cards go home.

## **6.0 New Business**

### **6.1 Academic Assembly**

Thursday, October 13th at 7:00 p.m. Awards for last year's students.

### **6.2 Gerri encouraged parents to use the schools website for newsletters and information.**

### **6.3 Ontario Comprehension Assessment**

All grade 9's will be given a comprehension test the first week in October. This test is designed to assess seven comprehension skills. They are tested for understanding about setting, purpose, what is important, summarizing, making inferences, making connections and comprehension. This tool will help teachers in their planning by knowing the students strengths and weaknesses.

### **6.4 Christmas in Muskoka**

The St. Clair Catholic District School board will be hosting Christmas in Muskoka in December 2011. The program will be similar to the Festival of Trees and the money

raised will be used to decrease the cost of Muskoka for Grade 7's and UCC student leaders. To date the Armouries, McDonalds, and Teksavvy have all agreed to sponsor this event. There will be a preview night (\$10), Dance (\$25), an art evening and a Seniors Tea. It will be open in the mornings as well for schools to attend and students will volunteer their time (one morning or afternoon) to assist. Gerri asked parents, if interested, to forward any names of people or companies that might be willing to donate a tree to this event.

#### 6.5 Food & Beverage Policy Update

Vending machines now only carry water and juice. It is too early to tell if this will affect the revenues from these machines which go directly into the students. All deep fryers have been removed from the school and all foods served in the cafeteria have been approved by the Public Health Unit. The school is allowed 10 events throughout the year where they do not have to follow these guidelines. If parents are interested in knowing which restaurants and foods have been approved they can access this through the schools website.

#### 6.6 Transportation Policy Changes

Any students wishing to ride a bus that they are not previously approved to ride must have their parents complete an application form online at least 48 hours in advance. This letter must be signed by the parent(s) and given to the principal or designate. This form can be found at [www.schoolbusinfo.com](http://www.schoolbusinfo.com)

#### 6.7 Professional Development Focus for 2011/2012

The focus for professional development days will be to enhance student engagement and increase the number of students achieving a level 3 and 4.

### **7.0 Future Business**

#### 7.1 Early Leaver Initiatives

#### 7.2 Modern Languages - TLLP Xpress Lab

Ms. Vilaranda and Mr. Clark were successful in obtaining a grant for a computer program that helps to enhance student's oral skills in French. They will be demonstrating this at our next meeting.

#### 7.3 Retention Initiatives

#### 7.4 Student Achievement Teacher - Camilla - Comprehension Assessments

7.5 School Improvement Plan

7.6 Student Success - keeping students on track

7.7 Fees and Fundraising Policy

Chocolate bar sales will be phased out by 2014. Schools are unable to fundraise items not deemed healthy choices effective this school year.

Gerri requested that parents send her any agenda items they may like to discuss at future meetings.

Jeannie will be running for her position with OAPCE (Ontario Association of Parents in Catholic Education) for another two years, but is looking for someone to mentor who can eventually take over this role. It is a very positive experience and she has requested that the group forward any names to her of people that may be interested. The election for her position is November 3, 2011.

## **8.0 Next Meeting and Future Meeting Dates**

The meetings set for the year are as follows:

- Monday, November 14, 2011 - 7 p.m.
- Monday, January 23, 2012 - 7 p.m.
- Monday, March 26, 2012 - 7 p.m.
- Monday, May 28, 2012 - 7 p.m.