St Emily School Council Meeting Minutes

October 6, 2026
St Emily Learning Commons
6:30 PM - 8:00 PM

*		Chelsea Wanvig	Chairperson
*		Grace Fulton	Vice Chair
	*	Elizabeth Fulton	Treasurer
*		Savana Vavros	Assistant treasurer
*		Elizabeth Lorello	Secretary
*		Jessica Taylor	Fundraising chair
	*	Alyssa Kraimaty	Events chair
*		Katherine Rocque	Lunch chair
*		Mourad Graidia	CSPA Representative
*		Winnie Engola	Parish Representative
*		Kevin Smith	Member at large
*		Arslane Nouar	Member at large
	*	Ifeoma Obiefuna	Member at large
*		Vincenza Nicoletti	Principal
*		Angela Watson	Vice Principal
*		Rachel Cleasby	Teacher Representative

Parent guests in attendance:
Samantha Donaldson-Scharf
Michael Kang
Alireza Kahnamoei
Ash Bratty
Chris Cull

6:33 pm – Meeting called to order by Chelsea

The meeting began with a roundtable.

St Emily Prayer and land acknowledgement - Angela

Approval of Agenda motioned by Chelsea, seconded by Jessica.

Approval of September minutes motioned by Chelsea, seconded by Ash.

Principal's Report - Vincenza / Angela

Staffing update: our School Board had some Educational Assistant (EA) reallocation, looking at students with needs who transfer in/out. Our school lost one EA this year. We have 9 EA's for our school of 602 students - this is based on the severity of the needs of our students.

We have a **Literacy/Math Intervention Teacher** (LMIT) who will join us again this year and she will start with some small groups based on the data. It should be noted that this is not based on parent requests but parents would be given advance notice. This LMIT will be with us for 5 years. **Empower reading** is another Tier 2 intervention based on data and consultation with our school psychologist.

The **Safe and Inclusive Committee** is looking for a community rep which can be someone from Council but it would be great to have someone who works in the community, i.e. police officer, school bus driver, etc. The role consists of meeting at least two times a year. This information will all be in the newsletter.

The following **EQAO** results for St. Emily were shared (these are the percentages of our students who achieved level 3 or 4):

<u>Grade 3</u>
Reading - 82%
Writing - 79%
Math - 75%

<u>Grade 6</u>
Reading - 96%
Writing - 94%
Math - 66%

We are proud of our results and all the work our students and teachers have done.

There is a big focus on **math literacy** right now, so a big goal for us will be to move more students into level 3 or 4 in math. Many of our classes are on Jump Math which is a very structured program and we are hoping to improve our math this way.

We will get an update on how many **Chromebooks** will need to be replenished for this year so that we can ask Council for support.

We are working with staff to form some **equity** goals. As part of our equity work we will be working to find a space/time for our Muslim students to pray if they want to and we will need volunteers to supervise this. Note we do not want anyone to lead any prayers, only to supervise.

Angela:

OSTA has suspended the Empty Seat Program for now, as there is uncertainty right now with bus driver shortages.

We will be sending communication home to remind everyone about halloween costumes needing to be appropriate and in line with our code of conduct.

We have done one **fire drill** and are hoping to have another by the end of this week. We will have our first **lockdown** in the next few weeks.

A pick-up reminder: the bell rings at 3:40pm and parents are to stand back, off the curb. No photos or videos are to be taken of the kids on the school yard.

Angela is trying to start a **student council** and instead of having one rep per class, there was an open invitation to all grade 5 & 6 students, and the turnout was much higher than expected so they have broken down into groups - we have one group working on equity & inclusion, another working on kindness. There will be one group working on communication and they will work on weekly or monthly newsletters. One thing the student council will help with is the food drive. Normally we have prizes for the top students, but this year we would like to provide prizes to the top kinder, primary and junior classes. The possible prize will be popcorn and a movie block. Another thing the students would like to work on is to create welcome kits for new students to the school.

Rachel:

We Scare Hunger - our canned food drive - will run from Oct 19-30. The popcorn party will likely be the first Friday in November. A bag of butter popcorn for Kernels will be given to each student in the winning classes.

Chelsea motions to spend $150 to buy the popcorn for top class earners, seconded by Kevin.

Eco Eagles is back and the first event will be a Take Me Outside Day on October 21st. The teachers would like to know if the council would buy more bulbs this year. We have about 7 square planters that were filled with soil last year and could potentially all be filled with bulbs. The Costco bags are about $20/bag.

Chelsea motions to spend $200 to buy bulbs and soil, seconded by Kevin.

The school surpassed its goal of $1500 for the **Terry Fox Run**, a total of $2203 was raised.

Cross Country went very well, we had a 3rd place finish, a lot of top 10's and the grade 5 boys won their whole group.

St. Emily's was nominated for a young **philanthropy award** for our work on **Feed the Future**. Mrs. Cleasby and another teacher will attend a gala in November.

Chair Report

Proposed **by-law** amendments will be shared by Chelsea for a review, with a vote planned for next month.

Summary of proposed changes:

- Create a new Communications Officer position to manage flyers and social media updates.
- Increase Members-at-Large, for a maximum of 5 - this is meant to be flexible and will depend on what Council needs for that year.
- Change the signing authority requirement from a maximum to a minimum number of signatories.
- Remove the term limit for Chair and Vice-Chair positions.

For quorum and voting, we need 50% +1 so the new positions will not have an effect on either.

We have 12 extra yearbooks from last year. Chelsea was thinking of giving them to the library and they could be taken out by the kids. We will send out one more communication to the school community to see if anyone would like to pick one up and the rest will be donated to the library.

Treasurer Report - Savana

September opening balance: $53,397.15
September closing balance: $51,595.56

After allocated funds the remaining balance will be $42,691.06. **Movie Night** expenses are not reflected in these numbers as we haven't received the School Cash Online (SCO) cheque yet.

Chelsea has reached out to **Scotiabank** to start the process of updating signing authorities to remove Emalie and Sarah and add Savana and Elizabeth.

Fundraising & Events - Jessica

Outdoor Movie Night was a success and we had a lot of volunteers who helped everything run smoothly. Unfortunately the ice cream truck canceled an hour before due to mechanical issues but there was still plenty of food and snacks on hand. Pizzas had to be re-ordered 3 times because we kept running out although this did not seem to be an issue for anyone who had to wait, and there were no leftovers in the end. The magician was a great addition this year. There were some issues with some of the bigger kids who came from other schools that we will need to find a way to monitor for future events.

Spirit wear, our school-branded clothing (shirt, hats, hoodies, etc.) will be offered to students again this year. Jess has contacted last year's vendor, **Top Graphic Designs**, to work with them again. The goal is to have orders delivered before Christmas. The vendor has confirmed if orders are in by mid-late November, everything can be delivered to the school by December 18th which is the last day before the holiday break. This is not intended to be a major fundraiser; the focus is to keep everything as affordable as possible. Eddie the Eagle stuffy will also be available for purchase, and all advertising for this will start after the Dance-a-thon.

Last year we motioned $1500 for **Dance-a-thon** prizes. This year, students will again receive glowsticks for a glow dance party. Costumes must be school-appropriate, no masks or props permitted.

As our largest fundraiser of the year, the top 3 fundraisers will receive prizes:

- 1st place: Nintendo Switch
- 2nd place: Chromebook
- 3rd place: $100 gift card (potential options include Funhaven, Escape Room, or Amazon, or a choice of three options for the winner).

We will also aim to purchase enough smaller prizes to offer 1 in 4 odds of winning a raffle prize. Every student will receive one raffle entry with an additional ballot for every $10 raised. A special VIP raffle will also be held for every $50 raised. The winner will receive a VIP lunch with a friend on the day of the dance-a-thon, along with a glowstick party pack.

We have heard back from the **Ottawa 67's** on some potential dates. It will be on a weekend and there will be other activities as well (bounce castles and games). We will coordinate with the grade 6's to see if they are interested in helping out as the money raised would go toward their grade 6 leaving ceremony. If we sell 100 tickets, the grade 6's could have an hour of ice time after the game. Potential dates are February 27, March 6 or 7.

Jessica motions to approve $450, seconded by Chelsea.

Lunch - Katherine / Chelsea

We are about 3 weeks into term 1 and it is going well, there haven't been as many late orders. Chelsea will reach out to Mrs. Blakely's (grade 5/6) class for pizza helpers on Thursdays.

During the first week, chicken nuggets were delivered in pizza boxes, creating a risk of spills if dropped. We requested that Toppers change the packaging, and the nuggets now come in lidded containers to prevent spills

Bins have been purchased to help students carry the pizza.

For term 2 lunch options, we will have a dairy free option. It will be the same price option as the cheese.

CSPA - Mourad

The September 30th meeting included two presentations:

- Mary Donati, Director of Education (CEO), provided an update on board priorities, including the third year of the spiritual theme, Nourishing New Beginnings, with a focus on integration and community.
- An update was provided on the board's financial position, noting that it remains healthy and is operating without a deficit.
- The second presentation was delivered by the OCSB Communications Team and focused on school communications and the use of artificial intelligence (AI).
- Presenters highlighted ways AI tools can support board and school council activities.
- Members were advised that PIC grant funding could potentially be used to purchase software.

The next meeting is scheduled for October 28.

Parish - Winnie

First Communion registration is open and must be done in person. The dates available for registration are October 6, 8 or 13. Registration must be done in person.

Confirmation pre-registration begins in November for grade 6 or older. Meetings will be held at St. Monica Nov 3, 5 & 10 for those wishing to register their children for confirmation.

New Business

Last month we spoke about supporting r**ecess equipment**, i.e re-stocking the soft balls. We now have a number for that, it will be $1,085.83 but that might have been a sale price and they can be hard to find this time of year.

Chelsea motions $1,100 for soft balls and hoola hoops, seconded by Kevin.

It is too late to apply for the grant for **Scientists in the School** this year. Teachers will book the program at a time that best suits their classes and submit their expenses for reimbursement.

The proposed approach is to provide each teacher with an allocated amount to book the program that best suits their class, such as Scientists in the School or Luv 2 Groove. We will review the associated costs and vote on a funding approach for all **in-school events** at the next meeting.

Last year we used the **PRO grant application** to have a Paint Night and there was a large turnout. This grant needs to be used for a family event. The applications open November 21st this year and it is first-come, first served so Chelsea will go ahead and apply for another Paint Night event for this year.

Since we are moving meetings to the first Tuesday of the month we may need to adjust the timings of our treasurer report, so these may now be a month behind moving forward.

Notices going out for immunization 2019 students.

Adjourned at 7:58pm

Next Meeting: November 3, 2026