St. Thomas More

Meeting Minutes

Date: October 13, 2026

In attendance (Voting Members)
Co-Chairs: Melanie C.
Secretary: Tessa B.
Treasurer: Melanie K.
Parents-At-Large: Han W., Tina

In attendance (Non-Voting Members)
Principal: Ryan B.
Teacher Rep: Stephanie F.

Regrets
Co-chairs: Nada
Parents-at-large:

Welcome & Call to Order - *Melanie & Nada*
- Meeting called to order at 6:02pm

Prayer - *Ryan*

Approval of the Current Agenda Council and Minutes - *Melanie & Nada*
- All were in favour

Co-Chair Report
Melanie & Nada
- School clothing – 34 orders have been placed for the bulk sale; the store will remain open year-round but the option to ship to the school ends this week.
- Facebook group is up to 32 members
- New council members – Han, Tessa, and Melanie K
- Craft night and bake sale:
    - 21 student volunteers have come forward to help with the event.
    - To date, 3 parents have volunteered to make baked goods
    - Discussed having 2 stations to pay vs. 1 as last year was busy
    - Decided to have 10 crafting stations/tables throughout the gym

Treasurer's Report - *Melanie K.*
- Total after withdrawals and future deposits will be $14,565.66

Principal's Report **-** *Ryan*

- **Student Progress & Academics**
  - Individual Education Plans (IEPs): IEPs are going home to families tomorrow (Wednesday, Oct. 14).
  - Progress Reports & Conferences: Progress reports go home on Thursday, Nov. 12. Parent-Teacher Conferences will take place the following week on Thursday, Nov. 19, using an online booking system.

- **School Operations & Scheduling**
  - Kindergarten Schedule Adjustment: Updates have been made to the Kindergarten "flow of the day" schedule to optimize daily routines and literacy lessons.

- **School Achievement Plan (SAP) & Literacy Focus**
  - Early Years Screening: All Kindergarten, Grade 1, and Grade 2 students have completed screening. Teachers are continuing to implement the Heggerty literacy program in classrooms.
  - Junior Screening: Junior students completed the DIBELS screening (conducted three times per year) to identify students needing further skill development.
  - Risk Classification & Targeted Support: Based on screening results, students are classified by risk level (*Negligible, Minimal, Some, At Risk*) to provide tailored, targeted instruction.
  - Targeted Support: EIS Teacher Ms. Bird is withdrawing specific students who will benefit from additional literacy support based on these classifications.

- **Deep Learning (DL) Focus**
  - October's Deep Learning focus is Environment, which is one of the four key elements of DL (alongside Pedagogy, Partnerships, and Leveraging Digital).

- **Health, Safety & Facilities**
  - Fire Drills: We are required to complete six fire drills per school year. To date, we have successfully completed three, with the remaining three scheduled for the spring.
  - Lockdown Drills: We are required to conduct two lockdown practices per year; the first practice is scheduled for next week.
  - Grounds & Inspection: Trees in the front of the school have been trimmed up to at least 8 feet. The Joint Health and Safety Committee (JHSC) continues to monitor the building—everything looks great with no major concerns.

- **Upcoming Events & Student Opportunities**
  - Ottawa 67's School Game: Outdoor/field trip opportunity for students in Grades 4, 5, and 6.
  - CEFO Pumpkin Fundraiser: Upcoming fundraiser with support from the Parent Council.

- **Staff Recognition & Staff Appreciation**
  - Caretaker Appreciation: Thank you for providing Tim Hortons gift cards to acknowledge National Caretaker Day.
  - Library Workers Day: Library Workers Day is this Friday (*Consideration: Tim Hortons gift cards for library staff?*).

Teacher's Report – *Stephanie*

- **Strong community engagement:** The school year began with a successful Open House/Meet the Teacher Night, School Photo Day, and ongoing family participation in school events.
- **Academic and literacy support:** Students participated in Acadience and DIBELS literacy assessments, while staff engaged in professional learning focused on inclusive literacy strategies and supporting diverse learners.
- **Student leadership and enrichment:** Students took on leadership roles such as morning announcements, lunch monitoring, milk and pizza delivery, and kindergarten support, while others represented the school at the Cross Country Meet.
- **Community spirit and charitable giving:** Through Terry Fox fundraising activities and the annual Terry Fox Run/Walk, the STM community raised **$2,693** for cancer research and demonstrated outstanding school spirit.
- **Celebrating diversity, faith, and inclusion:** Students and staff recognized Franco-Ontarian Day, Orange Shirt Day/Truth and Reconciliation Day, and participated in faith-based activities including Christian Community Day and classroom visits from Fr. Rick.
- **Building capacity through partnerships:** The school welcomed co-op students, Child and Youth Care students, and teacher candidates, while also benefiting from the support of board staff, mentors, and community partners.
- **Enhancing student resources:** STM received **$8,173** through Indigo's Adopt a School Program, providing significant new funding for the school library.

Parish Report – *Ryan*

- Father Rick will be coming 8 times this year to meet with a specific class. This will be an opportunity for the teacher to use Father Rick to assist with a curriculum item or to answer questions that have come up from students

CSPA Report - *Melanie C.*

- Additions/new schools will be in Stittsville, Orleans, and Kanata. In our area, St. Pat's which will receive an addition in 2029
- Communication strategies were discussed along with AI
- Next meeting is October 28th
- All meetings are recorded and minutes can be reviewed afterward

Adjournment - *Melanie & Nada*

- Adjourned at 6:44pm

Next Meeting: November 10, 2026