

St. Joseph High School

Catholic School Community Council

Meeting Minutes

October 1, 2025

Present: Rebecca Berg (Chair), David Sumner (Secretary), Erin Lockert (Vice-Chair), Laressa Sander (Treasurer), Tania Hawat (Member-at-Large), Ana Crespo-Martin (Member-at-Large), Diane Murza (Member-at-Large), Janine Tine (Member-at-Large), Janelle Wist (Member-at-Large), Dean Willenborg, Jason Benson (Principal)

Regrets: none

1. Call to Order: 7:12 p.m.
2. Opening Prayer and Welcome (Jason Benson)
3. Approval of Minutes (June 5, 2025): Moved by Ana Crespo-Martin, Seconded by Laressa Sander, Carried
4. Additions to Agenda: none
5. Reports
 - a. Chair's Report (Rebecca Berg)

CSCC-Trustee Meeting: The first meeting of 2025-2026 will be held on Wednesday, November 12, 2025, starting at 7:00 p.m., at the new St. Francis School. The themes include Pilgrims of Hope and Family Engagement. There will also be a tour of St. Francis School. A registration link will be sent to CSCC members soon.

Staff Appreciation Week: This annual event will be February 9-13, 2026. We organise one or more events during this week to express appreciation for school staff. There are 120 staff members at St. Joseph High School, which include 80 FTE teaching staff. We will need some CSCC members to volunteer to plan the event(s) and others to volunteer at the event(s).

The CSCC page on the website needs to be updated with the new CSCC positions for 2025-2026:

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| • Chair: Rebecca Berg | • Member-at-Large: Ana Crespo-Martin |
| • Vice-Chair: Erin Lockert | • Member-at-Large: Janelle Wist |
| • Secretary: David Sumner | • Member-at-Large: Diane Murza |
| • Treasurer: Laressa Sander | • Member-at-Large: Janine Tine |
| • Member-at-Large: Tania Hawat | |

- b. Principal's Report (Jason Benson) – add information from the printed report

Honour Roll Ceremony: A new format will be used this year since the numbers (students, parents, etc.) have become too large. All awards will be handed out in class and recognised on the school monitors. A tea will be held for students receiving great distinction, social awards, and top academic averages. The tea will have a short program. The principal and school chaplain will attend. Athletic awards will be handed out at a pep rally and a new athletic awards banquet.

Enrollment: Last year the school projected 130 to 140 new students for 2025-2026, but the actual number is much higher, at 190 to 200 new students. The school built four new portable classrooms but probably needed to have built six to handle the actual enrollment increase. The school is planning to build more new portable classrooms for 2026-2027: one may be added at the end of the wing to the right of the theatre, which could be used as a large classroom or other purposes; others may be built adjacent to the existing portable classrooms. The school does not want to build on the parking lots and lose parking space for the school. The school is using the Soccer Centre this year because of a shortage of gym space/time slots at the school. The school division is paying the city for the use of the Soccer Centre.

School Memo: The upcoming school memo will include a corrected and updated school calendar PDF document (the school staff retreat is scheduled for December 19, 2025), information on signing-up for parent-teacher interviews (October 17, 2025, from 4:00-5:45 p.m. and 6:30-8:30 p.m.; October 18, 2025, from 8:30 a.m. to 12:30 p.m.), noon lunch supervision, fees and fee collection, the Saint Carlo Acutis community engagement event, media release forms, and the football class.

Learning Improvement Plan: The new Classroom Complexity Teacher (CCT)/Extension room is open and has 22 students in Grades 11 and 12 working with two teachers. Students in this program were selected based on attendance, performance, and behaviour. It adopts the Following Their Voices (FTV) program, which incorporates effective teaching and learning strategies for Indigenous students. A more flexible learning environment is established. It is focused on relationship building, improving engagement and attendance, and helping students successfully complete their high school diplomas. The daily schedule is different from the familiar school day, with ¼ year classes and semester classes that include Catholic Studies, English, Math, Science, etc. There is also tutorial time and an elective class. Improved school attendance has already been noticed.

The school will continue to work with Elementary Schools to improve the transition to high school.

Part of the Learning Improvement Plan includes strengthening Catholic identity through continued connections with the Cathedral (CA night, CWL, Knights of Columbus, Tabernacle). The new school chaplain, Hannah Berry, led a recent Grade 9 retreat.

Use of AI and AI policy will also feature in the Learning Improvement Plan this year, including professional development time for teachers.

Budget: The principal reviewed and discussed the school budget with the CSCC, with a specific focus on two accounts where the CSCC must approve spending requests: the SRC-based account and the school-based fees account. With the start of the new school year, funds must be carried over from the previous school year.

Motion 1: To approve the transfer of \$19,201.66 to the SRC-based 900-numbered accounts, as listed in the Principal's Report (Moved by Erin Lockert, Seconded by Tania Hawat, Carried).

Motion 2: To approve the transfer of \$19,482.00 to the school-based fees 800-numbered accounts, as listed in the Principal's Report (Moved by Ana Crespo-Martin, Seconded by Laressa Sander, Carried).

Motion 3: To approve spending up to \$2,000 from the SRC carryover for a sublimator, mugs, and supplies. (Moved by Tania Hawat, Seconded by Erin Lockert, Carried)

Motion 4: To approve spending, from the school-based fees carryover, up to \$6,000 for hairstyling start-up costs and up to \$3,000 for broom ball and cross country skiing equipment. (Moved by Janine Tine, Seconded by Ana Crespo-Martin, Carried)

c. Other Reports

Parish Report: Diane Murza provided some updates. A fall supper was held in September; student volunteers helped with this event and earned some CAP hours. Conchita is creating new programming, such as a high school youth group on Thursdays, a student-led Alpha program, and a new youth worship music team. She is working with the new school chaplain, Hannah Berry, on Soul Food lunchtime events at the school. The Saint Carlo Acutis community engagement event is on October 21, 2025, which is a church-parent council partnership.

Community Engagement Event: Erin Lockert reported that the event schedule has been set. It will be held on Tuesday, October 21, 2025, from 7:00-9:30 p.m. at the Cathedral. The school choir (120 students) will perform, there will be some testimonies, a speaker who will talk about the life of Saint Carlo Acutis, Adoration led by Father Gerrard, an exhibit on Eucharistic Miracles with a wine and cheese reception. Volunteers include CWL members and students.

Information flyers publicising the event will be handed out at the parent-teacher-interviews (October 17-18, 2025); printing to be done at the school.

A donor is covering the cost of wine, but the event is still seeking donations to cover the cost of food; some spending money may be needed to cover food purchases.

Motion: To spend up to \$500 from the CSCC grant to cover food costs for the Community Engagement Event. (Moved by David Sumner, Seconded by Erin Lockert, Carried)

6. New Business

Grade 9 practical arts options were assigned quite late. The process used to assign students to their selections was unclear. Most, but not all, students were able to get one of their higher ranked choices. Some concerns were expressed that some students did not get any of their choices. There are 440 Grade 9 students this year.

Parents expressed support for the cell phone usage policy but shared concerns that the policy was not being uniformly or consistently applied. Some teachers are allowing students to use their phones in class, listen to music on earbuds in class, etc. The principal will remind staff about following the policy and that there is parental support for it.

There was a brief discussion about the school photographer (currently Edge, but formerly Lifetouch). Parents are welcome to contact the school with feedback.

There was a longer discussion about the new drivers' education company (Alert Driving Academy) now servicing the school. Language/communication challenges and concerns were raised, regarding the classroom and in-vehicle instruction, that negatively impact learning and safety. The principal will make some inquiries. Parents are welcome to contact the school with feedback and concerns.

7. Next Meeting: Wednesday, November 5, 2025, 7:00 p.m., Home Economics Room

Meetings will be held in the Home Economics Room on the first Wednesday of the month starting at 7:00 p.m.

Meeting dates for 2025-2026: October 1, 2025; November 5, 2025; December 3, 2025; January 7, 2026; February 4, 2026; March 4, 2026; April 1, 2026; May 6, 2026; June 4, 2026

The meeting agenda and the minutes of the previous meeting will normally be sent out on the Sunday before the meeting.

8. Adjournment: 9:05 p.m.