

NOTRE DAME SCHOOL COUNCIL

Tuesday, May 18, 2021
6:30 p.m. - Online Meeting via Zoom

Minutes of regular monthly meeting.

Present: Charmaine Moeller, Colleen Richard, Fr. Vener Sabacan, Glenda Macarat, Pauline Gerwien, Jim Kinnear, Marika Sherman, Yvonne Becotte, Rachel Veiner, Nikki Chmelyk, & Allison Bijl

Charmaine Moeller, Chairperson, was present. Marika Sherman, Secretary, was present and recorded the minutes.

1) The meeting was called to order at 6:36 pm. Fr. Vener opened in prayer.

2) Adoption of Agenda

MOTION by Charmaine Moeller to adopt the agenda as presented. Seconded by Pauline Gerwien. Carried.

3) Reading and Approval of Minutes

MOTION by Charmaine Moeller to approve the minutes of the April 20, 2021 monthly meeting as circulated. Seconded by Jim Kinnear. Carried.

4) Reports of Officers

a. Treasurer – Glenda Macarat – report circulated prior to meeting

5) Reports of Committees

a. Staff Representative – Nikki Chmelyk – 3 newsletters circulated prior to meeting

b. CIS Regional Representative – report circulated prior to meeting

c. Maintenance & Repairs – Jim Kinnear – nothing to report, will be doing some drywall work in the school

d. Parent Support Group – Charmaine Moeller - Report circulated prior to meeting

e. Parish Council – Pauline Gerwien – Nothing to report.

6) Principal's Report - Report circulated prior to meeting.

MOTION by Charmaine Moeller to accept all of the reports as presented. Seconded by Glenda Macarat. Carried.

7) Unfinished Business - no unfinished business from previous meetings.

8) New Business

MOTION by Charmaine Moeller that our school bookkeeper, Nelo Caguitla, be authorized to have access to information about the school's Royal Bank account and through RBC Express. Seconded by Jim Kinnear. Carried.

- 9) Next Meeting Dates – Upcoming meeting dates were confirmed.
- a. June 15, 6:30 PM
 - b. Future dates TBD

(Rachel Veiner, Nikki Chmelyk, Allison Bijl & Yvonne Becotte left the meeting at 6:52 pm)

10) Executive Session

MOTION by Charmaine Moeller to go into Executive Session. Seconded by Pauline Gerwien. Carried.

MOTION by Charmaine Moeller to come out of Executive Session. Seconded by Jim Kinnear. Carried.

MOTION by Charmaine Moeller to hire an additional part-time EA for the 2021-2022 school year. Seconded by Glenda Macarat. Carried.

MOTION by Charmaine Moeller to give a 3% wage increase, effective August 1, 2021 for the principal, custodians, bookkeeper, and secretary; and effective September 1, 2021 for the teachers and support staff. Seconded by Pauline Gerwien. Carried.

MOTION by Charmaine Moeller that school council approve the 2021-2022 draft budget prepared by Glenda Macarat and Colleen Richard as presented to school council. This draft budget will be presented to the CIS board for final approval at their meeting in June 2021. Seconded by Pauline Gerwien. Carried.

- 11) The meeting adjourned at 7:32 pm. Closing prayer led by Fr. Vener.

Minutes recorded and prepared by Marika Sherman.