



**POPE JOHN PAUL II
CATHOLIC ELEMENTARY SCHOOL**
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Principal: Julia Jesmer



Pope John Paul II Catholic School Council Annual Report for the 2015-2016 School Year

CSC meetings were held on the 4th Tuesdays of every month unless otherwise specified. Quorum was attained at 4 of the 6 meetings. The dates were: Sept 29th, Oct. 27th, Nov. 24th, and in 2016, Feb 11th, Apr 13th, and May 11th.

Members and their positions were:

Chair: Cindy Shea

Vice-Chair: N/A

Secretary: Joanne Zuccherato

Treasurer: Lynda Matte

Community Rep.: Rachelle McBride

Teaching Rep.: Grace McHale

Non-Teaching Rep.: Sylvie Roy

OAPCE Rep.: Charmaine Phillips

SEAC Rep.: Jacqueline Crawford

Principal: Julia Jesmer

Parish Rep: Deacon Rick Gervais

Parent Representatives:

Natalie Dupuis

Susan Vinters

Tamlyn Earnshaw-Richards

Christina Orelana

Parents at Large:

Jillian Lush

Jacqueline Crawford

Committees and Sub-Committees consisted of:

1. Hot Lunch
2. Fundraising
3. Pro Grant planning Committee
4. Reviewing Constitution
5. Volunteer Rep
6. Faith Formation

Our major annual goal was to raise funds for the school to purchase new electronics and to help supplement year end trips. We also worked towards keeping the hot lunch program with the ministry standards.

Topics and activities held each month were:

September:

- Meeting held September 29th, 2015.
- Dissolved old CSC and formed the new 2015-2016 CSC and Committees.
- Julia presented the annual report from last year and council approved the funds of \$9,896.89 in council accounts.
- Formed sub-committee to review the PJP constitution.
- Set goals for the upcoming year and agreed to the following fundraisers:
 - Samko and Miko Toysale
 - LeBinerie pies
 - Papa Jacks Popcorn
 - E-Waste but in the spring instead of the winter
 - Chocolate Bars in the spring time frame
 - Christmas Basket fundraiser at the Advent Concert
 - Agreed to look into St-Albert Cheese fundraiser this year as a new fundraiser.
- Meet the teacher BBQ night was held by the 2015-2016 CSC. BBQing was done by the Knights of Columbus, who were a wonderful help.
- Hamburger and Hotdogs were covered by council.
- Donated \$100.00 to the Knights of Columbus for their generosity in helping out at the BBQ.
- CSC members and PJP staff were pleased with the turnout this year at the BBQ as well with the visits to the classrooms by parents.
- Started selling Papa Jacks Popcorn as one of our fundraisers for the year.
- Received letter of compliance from hot lunch and pizza suppliers.
- Purchased school council insurance. Cost \$151.20
- Council has also agreed to sponsor the Scouts. They hold their meetings at PJP every Thursday. No money incurred.

October:

- Meeting held October 27th, 2015.
- Reviewed responsibilities of council members in regards attending meetings and notification to chair when member cannot attend.
- Julia provided an update on CUPE.
- Julie talked about the new board theme and awarded a super hero ticket to students who showed good deeds.
- Julia talked about introducing Buddy Benches and Best Buddies programs.

- Started discussion for the PRO Grant in May. We received \$600 to use this year.
- The Hot lunch program will remain a council fundraiser.
- Hot Lunch Program started. Monday's Pizza day, Thursday, Hot meals
- Catholic School Council Summit was cancelled for October 22nd due to CUPE.

November:

- Meeting held November 24th, 2015.
- Council did not meet quorum so the meeting was informational only (no voting took place).
- Started Best Buddies and 8 peers helping with the program. This program connects students with special needs with another student in the school to share treats during lunch time, and engage in companionship through extracurricular activities.
- Reviewed part of the constitution with council members.
- Set dates for some of the fundraisers.
- Donated \$100 to the Knights of Columbus for helping out at the BBQ.
- Registered for Samko and Miko Toysale.
- Registered for Le Binerie Pies.
- Some CSC members attended the Pilgrimage mass in Kemptville on November 19th, 2015. The school's Holly Door was presented and blessed by the Bishop at the mass.
- Planned for December Advent Activities.
- The entire school got involved once again by donating themed items to their class baskets that were raffled during the Advent concert. 9 baskets were prepared along with 2 donated Senators hockey tickets.
- Prepared for Christmas Store in the library.

December:

- No Meeting
- The students had a great time doing their local shopping for loved ones at the PJP Christmas Store. The Christmas store brought in \$1713 which will be used towards new technology for the library.
- Advent concert night raised \$1719.68 between the baskets, 50/50 and bake sale.

January:

- No Meeting
- Samko and Miko fundraiser brought in \$175.34
- Le Binerie fundraiser brought in \$934.15
- Hot Dog day was held on January 15th, 2016.

February:

- Meeting held February 11th, 2016.

- Council did not meet quorum so the meeting was informational only (no voting took place).
- Started Cash Online.
- Grace McHale and Cindy Shea volunteered to create a pamphlet for CSC Council.
- Started to talk about workshop on Math Manipulatives that will be held in May.
- Started to talk about Catholic Education Week and Wheels and Heels that will be held once again at St.FX on May 7th, 2016.
- Approval received from council members via email to purchase a new smartboard for the remaining class that did not have one. Cost \$3090

March:

- Meeting was cancelled.
- Money from the Christmas store sales went into buying new library books and a new book scanner.
- Sold Chocolate bars as our Easter Fundraiser and raised \$5,921.80 in profit. Council agreed to split the profit with the school so each profited \$2,960.90. This has been the agreement for the past few years between council and the principal.

April:

- Meeting held April 13th, 2016.
- Postponed St-Albert Cheese fundraiser until next school year.
- Registered for E-Waste fundraiser.
- Agreed to proceed with Mabel Label fundraiser.
- Divided tasks for the Math Manipulative workshop scheduled for next month.
- Talked about school spirit wear and Julia to look into companies for next year.
- Reviewed feedback from constitution review from members.
- Email voted for purchase of Butterfly garden. Cost of \$700.00
- Smartboard purchased and installed.

May:

- Meeting held May 11th, 2016.
- Hot Dog Day was May 13th, 2016.
- Completed CSC pamphlets.
- Catholic Education week May 2 – 6
- The Regional Catholic Coalition/Wheel and Heels event was held on May 6th at St.FX school.
- E-Waste fundraiser on May 6th and 7th. Raised \$327.45
- We ran our third workshop using the Parent Reaching out Grant money we received (\$600). The workshop this year was held on May 16th and

was on Math Manipulatives. Great session and too bad we did not get more attendance. \$140 was donated to the Good Samaritan Trust Fund from the remaining funds from the ProGrant.

- Council agreed to join up with St.FX next year for the Pro Grant Workshop. Both school councils agreed and workshop will be on 'Money Management and Budgeting' next year. Both schools registered before the deadline.
- Council agreed to help fund the magic show that was held during Catholic Education Week. Council agreed to \$300.
- Council agreed to help fund year end trip. \$7.00 will be allocated for each child. Grade 6: \$168, Grade 1-5: \$742, JK/SK: \$273
- Council agreed to purchase 10 sets of speakers for the classrooms (\$400) and 25 headsets for primary and junior classes (\$625).
- The completion of the butterfly garden will not be completed this school year and Julia asked if council will support funding over next fiscal year. Council agreed.

June:

- No Meeting
- Some members of council helped with the canteen for the Track and
- June 17th was appreciation day for all the volunteers over the year.
- The Hot Lunch Program brought in \$21,738.70 in sales with a \$2132.69 in profit after funding quite a few lunches for kids in need this year.
- Sales of Papa Jacks popcorn profited \$330.24 for the year. A big thanks to Mme Sylvie for selling popcorn weekly.
- We end the year with a bank Balance of \$14,210.66. This will be a good starting point for the new council year.

Our biggest for the year was to raise money for electronics for the school as well to fund year end trips and other activities for the children during the school year.

Here is a high-level breakdown of the financials for this school year.

Description	Sales	Expenses	Profit
Council Insurance		\$151.20	-\$151.20
Welcome Back BBQ	\$251.25	\$431.87	-\$180.62
Donation for Knights of Columbus		\$100.00	-\$100.00
Christmas Concert	\$1,767.40	\$47.72	\$1,719.68
Samko and Miko Fundraiser	\$175.34		\$175.34
La Binerie Pie Fundraiser	\$3,879.60	\$2,945.45	\$934.15
Chocolate Bar Fundraiser	\$11,659.15	\$5,737.35	\$2960.90
Half of the profit is split between the school and Council therefore each profited \$2,960.90			(\$5,921.80/2)
Mabel Label		\$88.14	-\$88.14
E-Waste	\$327.45	\$13.22	\$314.23

