# Holy Name of Mary CATHOLIC SCHOOL ADVISORY COUNCIL

Holy Name of Mary Catholic School
161 Peel St
St. Marys, ON N4X 1C8
(519) 284-2170

Principal: Jennifer Keene

Thursday, September 17th, 2026 5:30 PM
Holy Name of Mary School Library

1. **Welcome/Introduction and Prayer**: Jennifer Keene

Catholic School Advisory Council Prayer:

**God, the source of every good gift,**

**Grant us Your Spirit to guide us in our responsibilities as a School Council.**
**May we work together in harmony for the common good;**
**May we listen to one another in a spirit of genuine respect;**
**May we encourage and reverence one another's unique talents;**
**May we use the gifts of the Spirit in creative Christian leadership;**
**May we approach our decision-making through discernment and prayer;**
**May we respond effectively to the needs of the children in our care.**
**God of Love, May Your blessings radiate from us to others as we strive to do Your will,**
**We ask this through Jesus Christ, the Light of the World. Amen.**

2. **Call to Order & Recording of Attendance**: Leah Verbaan, Drew Shaule, Ashley Low, Sarah Becker, Deanna Lowry, Ashley Agar, Justine Robertson, Rita Maher, Michelle Jackman, Stephanie Bartlett, Emily Windsor, Wooi Keh, Abby Hemstock, Krystin Van Nes and Jennifer Keene
3. **Approval of Agenda**: by Leah Verbaan, Seconded by Michelle Jackman
4. **Approval of Minutes (**from last meeting in May): by Leah Verbaan Seconded by Deanna Lowry
5. **Financial Report & Approval of Financial Report**: **Opening Balance $22 652.18:** by Leah Verbaan Seconded by Ashley Agar
6. **Principal's Report & Business Arising from Report**:

-Numbers at Holy Name have increased to 220 students this school year from 204 last June
-Our classes are completely full- we were not able to accept any cross boundary families or interfaith families this year- this includes families that applied last spring
-Parents need to be aware that until the end of September we can be asked to change the configuration of our classes- nothing is set in stone at this point
-We have a temporary Office Assistant named Ms. Appleman who started this week.
-We began our school year with a beautiful liturgy in the gymnasium led by the staff at Holy Name
-We have some new faces on staff: Mrs. Wolf (Gr. ¾), Ms. Luloff (returning EA), Mrs. Edye (returning EA), and Mrs Rutledge (EA)

**Role of the Catholic School Advisory Council Members:**
Participate in council meetings
All CSAC meetings are held in the school library unless otherwise posted. There must be a minimum of 5 parents/council members (Chair, Vice Chair (or Co-Chairs), Treasurer, Secretary and the chair or delegate from each committee and sub-committee) there in order for voting to be able to take place.

Act in a manner that contributes to the catholicity of the school and the spiritual growth of the students
Participate in information and training programs
Act as a link between the council and the community
Encourage the participation of parents from all groups and of other people within the community

Looking for a parent who would be interested in being part of our Bullying Prevention Team. The role of this team is to establish a Bullying Prevention Plan for Holy Name. The members of this team consist of a parent, teacher and myself: Stephanie Bartlett volunteered

7. **Policy Review**: Jennifer Keene
*Review of Dress Code* (from student handbook)
*Review of Code of Conduct* (from student handbook)

8. **Elections of Officials for CSAC Executive & Committees**:
a) Chair/ Co-Chair :**Chair - Nominations for Deanna Lowry by Leah Verbaan & Drew Shaule, Position Accepted**
b) Vice-Chair: **Co-Chair - Nominations for Emily Windsor by Deanna Lowry, Position Accepted**
c) Treasurer: **Treasurer - Nominations for Drew Shaule, Seconded by many, Position Accepted**
d) Secretary: **Secretary - Nominations for Rita Mauher, Nominated by Justine, Seconded by Ashley Agar, Position Accepted**
e) Teacher Rep :**Teacher Rep - Sarah Becker**
f) Fundraising Committee/ fun Fair: **will ask for names of volunteers later**

**Hot Lunches -** No longer have Melody, Meg Gracey is helping with this - Milk, Pizza & Pitas $1.25 White Milk, $1.50 Chocolate Milk, Pizza $1.75/slice, make $0.50 a slice profit, $6.50 Pitas - 45 - 50 students who ordered pitas - make $1 profit off each pita
We will remain with pitas in the first order to see how our numbers look
Subway requested by parents and The Cheese Shoppe for Grilled Cheese- we will get Meg to look into this option to be shared at our next meeting

Ashley Agar asked to provide staff pizza early before the openhouse, told CSAC funds can't be used for this, CSAC only supports students

9. **Other Business**:
Open House: Thursday September 24th 5:00-6:30

- pizza, timbits, chocolate/white milk will be provided
- Leah will pick up carrots and cucumbers and some parents will come on Wednesday afternoon to prepare them for Thursday evening.
- We are in need of some parents to help that evening to hand out food in the gymnasium

Money Allocation of CSAC Money 2026-2027: suggestions from the teachers
CSAC Request List:

-Skating x 3 bussing - Skating busses to be covered as it's whole school $2250

-Bussing for Sporting Events - Soccer bussing to be paid for through school budget, all sporting events going forward are **$10/student**

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-Baseball Diamond re-vamp - estimates will be brought forward at our next

-Paint & Palette - **Only** Grade 8 mural - $300

-Grade 8 Sunset $15 Gift Card x 12 students $180

-Primary Yard - Sandbox and canopy - looking to get estimates

-$400 towards trips/bussing x 9 classrooms = $3600

-$300 x 9 = $2700 for Science Experiential Learning Materials

-Amazon Wish List - Parents big supporters of this (teachers to establish this and then if parents are looking for ways to support the classroom they have a place to go)

-Potential for Art Club - Can we purchase materials to support this club and be purchased by the Principal or a parent? Does it have to be from a specific vendor? Mrs. Keene will look into this

-Itinerant Teachers - need materials - can this be through "art club" $400 x 3 itinerant = $1200 (Music, VAP, French)

-Christmas Lunch - $1100

-Shrove Tuesday Lunch - $1100

-No longer donate to Ronald McDonald House and Sick Kids Hospital as our popcorn sales bring in over $3000 which are donated to a variety of charities

-Ice Cream End of Year $3.00/student x 220 = $660

-Pizza covered for Open House

About $9000 left to spend

**Next Meeting Date: Thursday October 29th at 5:30 (updated)**
10. **Closing Prayer**: Our Father
11. **Meeting Adjourned**

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