

Pope John Paul II
CATHOLIC SCHOOL

POPE JOHN PAUL II
CATHOLIC ELEMENTARY SCHOOL
3818 Legault Road, Hammond, Ontario K0A 2A0
Ph: (613) 487-3075 Toll Free: 1-888-921-2252
Fax: (613) 487-3083
Principal: Julia Jesmer



Pope John Paul II Catholic School Council Annual Report for the 2016-2017 School Year

CSC meetings were held on the 3rd Wednesday of every month unless otherwise specified. Quorum was attained at 4 of the 9 meetings. The dates were: Sept. 21st, Oct. 19th, Jan 18th, Marth 22nd.

Members and their positions were:

Chair: Cindy Shea

Vice-Chair: Joanne Zuccherato

Secretary: Various (Teacher Rep)

Treasurer: Lynda Matte

Community Rep.: Rachele McBride

Teaching Rep.: Various (monthly rotation)

Non-Teaching Rep.: Sylvie Roy

OAPCE Rep.: Susan Vinters

SEAC Rep.: Jessica Beauchamp

Principal: Julia Jesmer

Parish Rep: No representative this year at meetings

Parent Representatives:

Charmaine Phillips

Cathy Sloan

Tammy Fitzpatrick

Parents at Large:

Jacqueline Crawford

Committees and Sub-Committees consisted of:

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

Our major annual goal was to raise funds for the school to purchase new outdoor play activities. A carry over from last year was to purchase speakers and headphones this year. As in the past, we also fund to help with the year-end trips.

We kept the hot lunch program running this year and it continued to meet the ministry standards.

Topics and activities held each month were:

September:

- Meeting held September 21st, 2016.
- Dissolved old CSC and formed the new 2016-2017 CSC and Committees.

- Julia presented the annual report from last year and council approved the funds of \$14,120.66 but \$1,843.13 belonged to the Library so the total amount for Council was \$12,277.53.
- Set goals for the upcoming year and agreed to the following fundraisers:
 - Samko and Miko Toysale
 - LeBinerie pies
 - Papa Jacks Popcorn
 - Chocolate Bars in the spring time frame
 - Christmas Basket fundraiser at the Advent Concert
 - St-Albert Cheese
- Meet the teacher BBQ night was held by the 2016-2017 CSC. BBQing was done by the Knights of Columbus, who were a wonderful help.
- Hamburger and Hotdogs were covered by council.
- 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 but seemed less parents this year compared to last year.
- 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
- Reviewed action items from last year (headphones and speakers for classrooms, spirit wear)
- Set goals for the upcoming year and council agreed to raise money this year towards a new play structure for the school yard.

October:

- Meeting held October 19th, 2016 and was informational only as quorum was not met.
- Reviewed responsibilities of council members in regards attending meetings and notification to chair when member cannot attend.
- Constitution was sent to all members for review.
- Chair brought up the idea of a school year book as a fundraiser this year (to be voted on next meeting).
- Mabel Label fundraiser continuing again this year.
- Trustee mentioned that PJP is in the top 10 schools in Ontario for Eco-Schools Certification.
- The Regional Catholic Education Coalition will not be part of the Wheels and Heels this year.
- Discussed about having a table at Wheels and Heels to sell used books as a fundraiser (to be voted at next meeting)
- Julia got some paper samples for PJP logo's for spirit wear and council members provided feedback on favorites.
- Registered for Samko and Miko Toy Sale.
- Started discussion for the PRO Grant in May. We received \$1000 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 27th due to bad weather.

November:

- Meeting scheduled for November 16th but quorum was not met so meeting was cancelled ahead of time.
- Meeting was rescheduled for November 30th but did not take place either as quorum was not met ahead of time.
- Email vote went out for Yearbook and only got 6 votes and required 8 via email voting so council will not be proceeding with a yearbook.
- Registered for the Binerie Pie fundraiser and flyers went home with students.

December:

- No Meeting

- The entire school got involved once again by donating themed items for their class baskets that were raffled during the Advent concert. 9 baskets were prepared along with 2 donated Senators hockey tickets.
- LeBinerie pie sales completed and brought in a profit of \$628.30.
- Samko and Miko Toy Sale brought in a profit of \$190.09.
- Hot Dog day held December 16th.
- The students had a great time doing their local shopping for loved ones at the PJP Christmas Store. The Christmas store brought in \$1824.86 which was used towards new technology for the library. This fundraiser is separate from Parent Council.
- Advent concert night raised \$1733.61 between the baskets, 50/50 and bake sale.
- Catholic School Summit held at St.Micheals high school in Kemptville. Summit revolved around mathematics.

January:

- Meeting held January 18th, 2017.
- Email vote for Chocolate Bars. Decision to go with new company. New company supplying free water bottle for each case sold to students.
- A 'Re-Used' book sale will be held during the Heels and Wheels event on May 6th at St.FX high school. The Eco-Club will design some poster to be posted around the school.
- Some Thank You cards were made from students to thank the Knights of Columbus for their help at the BBQ in September. Cards along with a \$100 donation was sent to the Knights of Columbus.
- Information for speakers and headphones sent to Secretary to go through the school board to purchase items for the smartboards.
- A review of the gym audio system was done and a few faulty wires were fixed. A new microphone will be required.
- Considered selling St.Albert Cheese curds at the Re-Used book sale and council member to get more information to report back at next meeting.

February:

- Meeting scheduled for February 15th but was cancelled due to the snowy roads.
- Council decided to go with new company for the chocolate bar fundraiser this year. Chocolate forms went home to parents and bars were delivered February 24th.
- Butterfly garden was canceled.
- Email vote approval: council approved to purchase an incubator for baby chickens instead of butterfly garden. Council had allocated \$700 for butterfly garden last year and only spent \$180 of the \$700. Council approved to purchase an incubator of \$200.00. The actual cost was \$155.26.
- Students from the Eco-Club make posters for the Re-Used book sale to be posted around school.
- Planning of the Pro-Grant night started and tentative date of April 20nd was proposed. Planning with St-Fx as this year was a joint event with the high school.

March:

- Meeting held March 22th, 2017
- Chocolate bar fundraiser ran from March 1st – 23rd, 2017. 125 cases were purchased this year.
- Final hot lunch form sent home for April – June.
- Considered St-Albert cheese curds as a fundraiser for the Heels and Wheels event but it was not worth while as council was not sure if all the curds would have been sold and did not want any left overs so council decided on a bottle drop off instead.
- Sold Chocolate bars as our Easter Fundraiser and raised \$4,106.12 in profit. Council agreed to split the profit with the school so each profited \$2,053.06. This has been the agreement for the past few years between council and the principal.

April:

- No meeting as we did not meet quorum (Meeting was scheduled for April 26th, 2017).
- The Pro Grant workshop was held on April 6th, 2017 and was on Financials. This year was a joint partnership with St.Fx and was held at the high school. Our budget each was \$1000 and PJP only spent \$426.19 as St.Fx paid for the speaker which was \$565.00. The rest of the money went back to the board.

May:

- No Meeting as we did not meet quorum (was scheduled for May 17th, 2017)
- Catholic Education week of May 1 – 5
- Heels and Wheels event was held on May 6th at St.FX school and PJP participated by hosting a re-used book sale and bottle drop off. Raised \$181.20.
- Hot Dog Day was May 26, 2017
- Email Vote approved for council to proceed with the Pro Grant for next year and topic will be on 'Internet scams and Fraud'. Chair submitted form on May 31st, 2017 for approval
- Council agreed to purchase 10 sets of speakers for the classrooms and 25 headsets for primary and junior classes. Total cost was \$1,350.00.
- Chair attended Welcome to Kindergarten and spoke about what council is all about in hope to get new members next year.
- The Cookie Dough fundraiser ran and we profited \$1336.15.

June:

- No Meeting as did not meet quorum (was scheduled for June 7th, 2017)
- Some members of council helped with the canteen for the Track and field
- June 22th was appreciation day for all the volunteers
- Email Vote approved for council to fund \$7.00 per child for year end trip. Total of \$1,239.00
- Chair attended Grade 6 graduation and delivered a speech to thanks parents for their help and support over the years and to congrats the graduating class on behalf of Parent Council.
- The Hot Lunch Program brought in \$19,736.35 in sales with a \$3,872.34 in profit after funding quite a few lunches for kids in need this year.
- Sales of Papa Jacks popcorn profited \$898.90 which is split between the school and council so each made a profit of \$449.45 for the year. A big thanks to Mme Sylvie for selling popcorn weekly.

Our goal this year was to raise money new outdoor play structures but due to the lack of money raised, nothing was purchased for this goal. Hopefully next year's council will continue this goal as the school does need some new equipment in the yard.

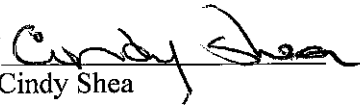
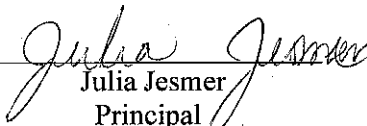
Here is a high-level breakdown of the financials for this school year.

Description	Sales	Expenses	Profit
Council Insurance	0	\$151.20	-\$151.20
Parent Involvement Funding	\$500.00		\$500.00
Note: Council receives \$500 for parent involvement activities			
Welcome Back BBQ	\$299.15	\$465.70	- \$166.55
Donation for Knights of Columbus	0	\$100.00	-\$100.00
Christmas Concert	\$1765.00	\$31.39	\$1733.61
Samko and Miko Fundraiser	\$190.09	\$0.00	\$190.09
La Binerie Pie Fundraiser	\$2,456.00	\$1827.70	\$628.30
Chocolate Bar Fundraiser	\$9,247.50	\$5,141.38	\$4,106.12

Half of the profit is split between the school and Council therefore each profited \$2,053.06			Split: \$2,053.06
Chocolate bar pizza party	0	\$53.12	-\$53.12
Mabel Label	0	0	0
Re-Used book Sale / Bottle drop off	\$181.20	0	\$181.20
Wheels and Heels supplies (chips, condiments)	0	\$307.04	- \$307.04
Popcorn	\$2,395.02	\$1,496.12	Total: \$898.90
Half of the profit is split between the school and council therefore profited \$449.45 each			Split: \$449.45
Hot Lunch (pizza, milk, hot dogs, hot lunch)	\$19,736.35	\$15,864.01	\$3,872.34
Butterfly Garden	0		CANCELLED
Baby Chickens (incubator)	0	\$155.26	-\$155.26
Outdoor Play structure	0	0	0
Cookie Dough Fundraiser	\$2,415.00	\$1,079.85	\$1336.15
Headsets and speakers	0	\$1,350.00	-\$1,350.00
Year End trip (\$7 per child)	0	\$1,239.00	-\$1,239.00
TOTAL	\$39,185.31	\$29,261.77	\$9,924.54

Catholic School Council raised over \$39,000 this year and could not have done it without the support of the parents. The overall profit for this year is \$9,923.54 but some of the profit is split so the **total profit for Catholic School Council is \$7,421.03.**

We end the year with a Balance of \$22,128.62 but \$2,416.81 belongs to the Library therefore a total of \$19,711.81 belongs to Council. The full \$22,128.62 will be carried over to the next school year for 2017/2018 as the Library account is part of the Council accounts.

Submitted by:  agreed: 
Cindy Shea
Chair
Julia Jesmer
Principal