



**Notre Dame  
Collegiate**

# School Council Board Minutes

*Date | Time* 5/14/2025 6:45 PM

*Location* NDC Library

*You are made for greatness. (Pope Benedict XVI)*

**Location:** Notre Dame Collegiate, High River

**Date:** May 14, 2025

**Attendees:** Lindsay Sager, Jacqui Vanderfluit, Terri Walker, Sara Jerke, SL. S, Christiane Kowich, Jodi deKlerk (Principal), Mark MacDonald (Trustee), Cathy Dudgeon (Teacher/Faith Representative), Nancy Barton (Community Member at Large), Wynter Brown

**Regrets:** Adrienne Maerz

## **I. OPENING PRAYER AND CALL TO ORDER**

Notre dame Collegiate School Council meeting was called to order at 6:50 p.m. on May 14, 2025. Opening prayer lead by **Cathy Dungeon**

## **II. ADDITIONS AND ADOPTION OF AGENDA**

- a. Moved by Sarah J. to add “Fundraising Student Poll” to the agenda for discussion. **CARRIED.**

## **III. ADOPTION OF MINUTES**

- a. Moved by Terri W. to correct the spelling of the name **Mel Vicente**, a Parent of Distinction award winner and accept the Board minutes of April 9, 2025, as presented. **CARRIED.**

## **IV. PRINCIPAL’S REPORT – Presented by Jodi deKlerk**

Principal’s report for May 2025 is attached to these minutes. **See Attachment A.**

- a) Jodi thanked School Council for their efforts toward the Spring Growing Smiles fundraiser.

- b) Jodi provided a summary about the Ward Meeting that was held earlier today on May 14, 2025, at NDC.
- c) Safe and Caring Highlight: *Parent Information Night* took place for the HSA Grade 6 students incoming to NDC next fall. On this same evening, NDC also schedules the *Post Secondary Parent Night* hosted this year by Jason Sekura. Jodi emphasized that NDC is here to support parents and students as our children transition and move on from NDC after Grade 12.
- d) Teachers and admin are readily preparing for Diploma Exams in June.
- e) Stewardship highlight: Federal elections were hosted in the NDC gymnasium. Jodi received community feedback from the electorate remarking how polite our NDC students were when electors came to NDC school to vote in the Federal Election.

## V. TRUSTEE'S REPORT - Presented by Mark MacDonald

- a) Mark took time to briefly explain to SC what Ward meetings are all about. Typically, the Superintendent, SC and Admin from HSA, NDC and Luke's Outreach plan to meet three times per year to provide updates with each other. This year CTR is engaging and expanding participation in the ward meetings by inviting parents and students as well.
- b) A topic of discussion at the Ward meeting: "*What are the qualities of a great teacher?*" This provided students with an engagement opportunity for the students to give the Ward team feedback which subsequently can be reviewed and potentially apply to policy-decision-making where applicable. The students shared feedback about their favourite teachers as well.
- c) Capital Plan – Brooks Medicine Hat approval for new school– visit CTR website for highlights
- d) Mark shared updates about Good Shepard School, a brand-new school scheduled for the Darcy Ranch area in Okotoks. The old school is set for demolition. Mark remarked on our CTR Canmore school continuing to face capacity issues. High River schools continue to be reviewed in response to capacity issues.
- e) Upcoming Events – Board – ASBA meeting coming up – CTR awards ceremony is coming up soon in Strathmore. Look for a very special teacher from NDC that just might be up for an award. Hint: NDC SC knows her well.
- f) Trustee Elections: School Board trustee elections are coming up this Fall. Contact CTR to learn more if you have intent to seek nomination. SC asked if candidates for CTR Catholic must be. Mark indicated that candidates must be of the Catholic faith for CTR.

Jodi denoted that Mass and a Commencement ceremony is upcoming – Jodi will be sending out invitations to SC members for representation at upcoming events. All SC members are welcome.

## VI. CHAIR'S REPORT – Presented by Lindsay Sager

The SC Chair's Ward report for May 2025 is attached to these minutes. **See Attachment B**

- a) Lindsay echoed Jodi's comments about attending today's Ward Meeting. The SC Chair's Ward report for May 2025 is attached to these minutes. **See Attachment B.**

- b) Lindsay shared brief highlights with SC from the Ward report.
- c) Lindsay reminded SC of the upcoming AGM next month and to consider putting your name forth for next year 2025-2026.

## VII. TREASURER'S REPORT – No report this month.

## VIII. FAITH LESSON – Presented by Cathy Dungeon

- a) Cathy presented the theme: ***Back to the Basics – Why do we do the Sign of the Cross?***
- b) Crucifixion – in its origins, by all accounts was a horrific and awful means of capital punishment. Death was agonizing and could take days. It is theorized that Jesus Christ's execution was in shorter duration because executors expedited his death by inflicting torture.
- c) Origin story of the Sign of the Cross – it is believed Emperor Constantine the Great, had a vision of the sign of the cross appearing in the sky just before a crucial battle against his rival, Maxentius (Battle of Milvian Bridge in 312 A.D.). Constantine claims Jesus appeared to him in a dream after his vision commanding that he make a likeness of this sign that appeared to him in his vision. Constantine ordered his soldiers to decorate their shields with a likeness of the sign of the cross. Constantine's conversion to Christianity included a belief in the Christian God. Constantine's mother, Helena, was extremely devoted to the Christian Faith and is credited with discovering the True Cross in Jerusalem during her pilgrimage in the 320's. A.D. Early Christian practises accepted the sign of the cross connected to biblical passages referencing the mark on the forehead. Over time, the practise of marking the forehead and making the sign of the cross has evolved with variations.
- d) The sign of the cross – meaning - A way of calling down God's blessing. As Catholics, a special sign of the cross is made on the recipient's forehead tracing the sign of the cross takes place for Baptism and Anointing of the sick. We have special sign during Ash Wednesday. The typical sign of the cross includes using three fingers (trinity symbolism) and by gesture, touching our forehead, chest then both shoulders with our right hand saying, "In the name of the Father, Son and Holy Spirit."
- e) Sherrylee offered that she has observed variations of the sign of the cross within Catholicism and other orthodox religions which fostered discussion and questions from SC including why some religions use two fingers instead of three and/or modify the sign of the cross that we are most familiar with. Nancy shared examples of the special sign of the cross vs. the typical sign of the cross (Ash Wednesday, Baptism, Anointing of the Sick)

## IX. COUNCIL BUSINESS

- a) **Discussion Item:** Sherrylee shared information she sourced with respect to “What the students would want to see SC provide as a snack” as part of SC’s commitment to small fundraising initiatives, that do not interfere with the purpose of SC, in order to fund future SC events or activities. Students say they are “popcorned out.” Sherryl proposed a “French Fries” day on Friday. Jodi denoted that the cafeteria is not used on Fridays and SC volunteers have the potential to use this AHS approved kitchen subject to completing a food safety course. The idea of “seasoned shakers” was brought forth similar to what Kimmers offers. Nancy shared that no one wants cold or soggy fries so maintaining quality is a big concern. Friday is a ‘non-competition day’ meaning SC would not be competing for sales with NDC administration. There is potential for SC to raise funds, offer students a treat on Friday, without taking anything away from the regular NDC program. Sarah shared her experience about “Frozen Fridays” for Ice cream.
- b) **Action Item:** Growing smiles update: **Jacqui V.** presented the Growing Smiles Spring fundraiser results. Before purchasing cost items to fulfil the “quantity” requirement for shipping, the **Revenue was \$3942.00. Estimated Cost: \$3072.20. Total profit: \$869.81.** Jacqui recommended that whomever will be continuing with the Growing Smiles fundraisers, be made aware of the “bulk quantity requisites” and have donors in place to purchase plants at cost to fulfil orders so that the profit margin will be based on organic sales and SC will not be obliged to spend some of the profit to fulfil orders. **Moved by Sherrylee to accept the Growing Smiles fundraising report as presented and to allocate a “GS refund request” anticipated surplus of \$124.74 towards the purchase of Cornhole game for \$125.99 for a net expenditure of \$1.25 for the Cornhole Game. CARRIED.**
- c) **Action Item:** Jodi shared a Scholarship update with SC: Nobody applied for this scholarship due to the global application conditions presiding for students currently working towards the trades program. Jodi recommended changing the parameters by amending the qualification criteria. For example, eligibility may be expanded to include a student who is applying for a post secondary program or is continuing with apprenticeship hours (Re: Blue book – Trade number). **Moved by Terri W. to change the parameters to accommodate more eligible students who are completing apprenticeship hours. CARRIED.**
- d) **Information Item.** NDC FAMILY FEST 2025– Jacqui presented an update to council. Jacqui has prepared a comprehensive, transition binder to ensure future SC members will be able to host future “year end Family events for NDC” without having to “re-invent the wheel.” **Moved by Terri to accept the report and approve the plan for the activity called NDC Family Fest 2025 for June 25<sup>th</sup>, as presented. CARRIED.**
- e) **Action Item:** Sherrylee approve up to \$650 food and drink in the event for the fall. You bet. **Moved by Sherrylee to approve an SC expenditure of up to \$650 for the purpose of covering costs to buy Hot dog supplies, pop, chips and water (food) if or as needed. CARRIED.**

## **X. NEXT MEETING**

Next meeting is scheduled for **Wednesday, June 11, 2025, at 6:45 pm** at NDC Library. This meeting is also the SC AGM. **Jodi** will make an announcement regarding SC elections, via email, to all parents.

## **XI. CLOSING PRAYER AND ADJOURNMENT**

Closing prayer led by **Lindsay S.** Meeting was adjourned at 8:20 p.m.

### **Appendix A – Principal's Report May 2025**

## **Principal's Report Notre Dame Collegiate**



### **Notre Dame Collegiate Parent Council Report for May 2025**

#### **Faith**

- Ash Wednesday liturgy
- **Lent liturgies** - every Monday of Lent during reading block
- Holy Week - JH and SH masses at the church and stations of the cross
- Religion classes are discussing the conclave
- Several students received their confirmation both here and we had a couple in Okotoks

#### **Safe and Caring**

- Spirit Week
  - Mental Health awareness week activities - Unmasking Mental Health - looking beyond the surface and seeing the whole person
- **Grade 6 Parent Information Night**
- **Grade 6 orientation - grade 6s come here to spend the day**
- **Post Secondary Parent Night**
- High School Parent Information Night in March
- Staff secret spirit week - staff did 1 thing each day to see if students noticed
  - everything but a water bottle
  - dress in black with a red flower
  - dress in casual/student clothing
  - spirit wear
- Grad planning is well underway
- Grad retreat April 30 - lovely time to meet with the Grade 12s
- PSTIs - went very well, lots of positive comments, more parents than normal, positive feedback for continuing with both in person and online options.

## Learning

- **Assessment for mastery** - Divisional Initiative continues for planning for 2025-26
  - departments identifying where this is being done and any new and innovative ways to support students

To be known and cared for as a learner and a human being in the image and likeness of God, learn curricular outcomes to the best of their ability, and be given multiple chances to acquire and demonstrate their understanding.

- Diploma Results from January - look great!
- planning for year end - final exams'
  - Review at home and in class will begin

## Stewardship

- **hosting Elections in school gym- Civic Responsibility**
  - Many great comments from the community about our students and school
- budget - staffing was given a couple weeks ago - working on the schedule and staffing for next year.



**Notre Dame  
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# School Council Chair Report

*You are made for greatness. (Pope Benedict XVI)*

Location : \_\_\_\_\_ NDC May 14, 2025 10:30 a.m. \_\_\_\_\_

## WARD MEETING SC REPORT

*The Mission Statement for NDC: Notre Dame Collegiate nurtures in students a love of Christ and commitment to Catholic ideals. School Council welcomes the opportunity to be included in participating in those aspects of engagement to contribute to an environment that nurtures a love of Christ and commitment to Catholic ideals.*

### NDC SCHOOL COUNCIL PILLARS:

**FAITH:** (Faith Seeking Understanding) We come together to mourn the passing of Pope Francis. In his address to students last year in the “Building Bridges Across Asia Pacific Initiative,” we take this time to celebrate and reflect on his words in discussing how effective education, in his humble opinion, requires, ‘educating’ and ‘coordinating’ our ‘hearts, minds and hands.’ We are reminded of the lesson of our former Pope calling on students and families to show closeness to other and never to exclude. This is so blessedly aligned with Kathy and Nancy’s faith lessons as we focus on inclusion of the marginalized. We celebrate the election of Pope Leo XIV. Our School Council prays for our students and parents as we make this transition.

**SAFE, RESPECTFUL AND CARING:** School Council had an opportunity to engage with our Principal and our School Trustee with respect to how parents go about asking questions concerning school policy. Our Trustee, Mark MacDonald was very open and embraced the opportunity in offering to have a meeting with parents at any time to discuss concerns about provisions in policy that parents may have questions about. Our Principal also demonstrated her support for parents by answering questions in real time about how school policies apply to our students!

**LEARNING:** School Council passed a motion to make a long-term commitment to offering and awarding a minimum of one, \$250.00 Scholarship for Grade 12 Students who are interested in pursuing any form of post secondary education in Trades. The Scholarship criteria was developed by our SC leaders in consultation with our Principal and Mr. Sekura. Students can apply at: <https://notredame.redeemer.ab.ca/scholarships>

#### **Student Council Trade Scholarship**

*The Notre Dame Collegiate School Council Trade Scholarship will be awarded to a Grade 12 student who is pursuing a designated trade program in the fall of 2025. Although attendance at a school based in Alberta is not required, being designated means that there are regulated standards for journeyperson certification in the trade. To access more information on designated trades, you are encouraged to visit [www.trade-secrets.alberta.ca](http://www.trade-secrets.alberta.ca)*

**Application Link**  
**Due May 9, 2025**

**STEWARDSHIP:** NDC SC is proud to be entrusted with hosting end of year celebrations to bring together parents for some key engagement opportunities through our ASCE grant. We welcome students, families and school staff to join us for Family Fest 2025 (Formally known as Night at the T Wolf Den). This year, we will focus on Cultural presentation of the arts through Filipino music and cuisine. We have participation games for all the students and parents. There will be food trucks, a Christian Clothing company, NDC merch, a few door prizes for the parents, and flyers to encourage parents to join school council for next year. Participants who complete all our fun challenges will win a commemorative NDC wristband!



Presented by Lindsay Sager, Notre Dame Collegiate School Council Chair