

Meeting Minutes from April 17, 2013

Attendees: Gabrielle Benedek, Anna Iwasykiw, Adam Grnak, Tanya Giaquinto, Domenic Ruso, Alessia Ribeiro, Anne Mishko, Nadine Lustri, Luana Fanelli, Phil Vokins, Vince Arone, Lori Tenuta, Lisette Santos, Jennifer Pyz, Melanie Fernandez-Alvarez, Maria Skinner, Daniela Balsamo, Nancy Donnaperna, Gina D'Alessandro

7:00p.m. Welcome — Adam Grnak and Opening Prayer – Ms. Gabrielle Benedek.

CSAC Chair Report – Adam Grnak

- 1) February 2013 Meeting Minutes were approved and uploaded to the website.
- 2) \$500 cheque from Loblaw was received and deposited.
- 3) **Dance-A-Thon Fundraiser** on Thursday, March 21, 2013 was a huge success: Go Green! Go Irish Theme raised \$7819.51 in cash/cheques and \$735.25 through Canada Helps to a total of \$8554.75.
The class winners are Ms Yetman (Gr 2/3) for the Primary Division, Ms. Stephonaitis (Gr4) for the Junior Division, and Mme. Carniel (Gr8 - FI) for the Intermediate Division. Each class has their choice of a pizza lunch or ice cream snack. The individual winners are as follows: 1st Place Sofia D'Aprile (SK), 2nd Place Jaqueline McLean (Gr8), and 3rd Place is shared by Matthew Gravira (Gr3) and Micheal Thompson (Gr4)
- 4) **Family BINGO Night** was very successful on Thursday April 11, 2013: 220 parents/students attended. After expenses, \$755 was raised. Perhaps next year we give two options for the purchase of cards (purchase 6 or 12 cards depending on age of children) as the evening goes a bit late for our youngest crowd.
- 5) The **Run-A-Thon Fundraiser** scheduled for Thursday May 2, 2013 (rain date May 3, 2013): A full day event for all students. Each group of students will be encouraged to walk/run a designated distance. CSAC will be running the BBQ. Notices will go home the week of April 22.
- 6) **BBQ Fun Night** scheduled for Thursday June 6, 2013.
- 7) **BBQ Curriculum Night** scheduled for Tuesday, September 24, 2013.

Principal's Report – Ms. Benedek

- 8) **Tax Receipts** for the 2012 Marathon Fundraiser have been issued from the Board for all those who have not yet received their receipts. CSAC would undertake to contact donors to confirm that receipts had been issued and should have been received. Done subsequently for major donors by N. Lustri.
- 9) **Mulch** for the kindergarten yard and other areas of our yard has been ordered and will be put in place soon.
- 10) **Funds for Literacy:** Ms. Benedek and Ms. Martin spent just under \$2000 on new books for the JK/SK literacy program. The books will be labeled according to where they will be used (some books will stay in the classroom and some will be rotated between the JK/SK rooms).
- 11) **License for Sumdog** (<http://www.sumdog.com/>) has been purchased for the Grade 4 teachers to help enhance the numeracy program emphasizing the basic operators in math.
- 12) **Computers:** 14 notebooks (+ appropriate security systems) have been purchased through the School Board at a cost of \$7500. Additional repairs required for some computers and plan to be taken care of before the end of the school year.
- 13) **Emails from School Administration for next year** - There will no longer be emails sent that are specific to newsletter, calendar and week-at-a-glance. Parents are invited to go to our school website to keep informed. More details to come.

Treasurer's Report – Domenic Ruso

- 14) Current budget for 2013 is \$52 800.
- 15) Expenses coming in more rapidly for Teacher allocation, Scientist in the School and other programs.
- 16) Request made for financial reports to 'note' that pizza revenues reported based on cash received in advance of future pizza day costs yet to be incurred.
- 17) Please see financial statements on our website for actual figures.

Sub-Committee Reports

- 18) **ST GREGORY T-Shirt** – Anne Misko placed the order today, April 17, 2013 for 385 T-shirts. 25 additional T-shirts will be ordered for the school with numbers on them for the sports teams. Another order may be placed before the end of the year but one will likely be placed again in September. \$500 was allotted by CSAC. \$150 was used for the samples and patterning. Additional \$100 required to complete the order. Tanya to adopt motion. Luana seconded. **Motion passed to increase Sports Wear to \$600.**
- 19) **SPIRIT WEAR** – Tanya looking into a new supplier and a new clothing line; perhaps one that will provide the ability to order online when parents need the items.

- 20) **MILK PROGRAM** – Tanya still researching best ways to re-implement the program for September. Class reps for each class? Refrigerators on each floor? More details to come at our next meeting.
- 21) **HEALTH ACTION TEAM**
- a) **Sunscreen Safety:** Grade 4-8 will have a presentation on being safe when out in the sun by an expert on Sun Safety. Question asked about primary grade coverage and response provided that risks considered lower due to parent supervision. Suggestion made that information be shared with Teachers to encourage sharing of key messages/reminders to younger grades as well.
 - b) **Bullying and Anaphylaxis Handbooks:** Both these books are in the final stages of revision and publication. They will be available shortly on our website. Stay tuned.
 - c) **BRICKS** - Tanya spoke to the Grade 7/8 classes about Bricks. And, will talk to the grade 6s in June. **Nominations due May 31, 2013.**
- 22) **PIZZA LUNCH** – 341 students getting pizza lunch this session. 5 pizza lunches left until the end of the year.
- 23) **AIR CONDITIONERS** to be installed on the second floor as soon as they are available for sale at Home Depot. Adam to take care of this.
- 24) **WEBSITE** - Ms Benedek has approved the new website. We have someone who will administer our new website and therefore we will get it online very soon. Stay tuned. In progress site: <http://www.pebblesmedia.com/~staging/www.stgregorytoronto.com/index.html>
- 25) **MUCH MUSIC DANCE for 2013-2014** – Alie Ribeiro looked into MUCH MUSIC as a possible fund raiser for the next school year. Dave at Much Music says a school our size could easily raise between \$18,000 and \$30,000. MUCH MUSIC comes in 4 weeks prior to the event and gets the kids excited about it – free t-shirts and other items are distributed and the race to raise funds begins. There are some concerns about content however a few schools in the area have used it successfully as a fundraiser including *Our Lady of Sorrows* and *Nativity of our Lord*. We will look more closely at this option in the months to come. More discussion needs to take place with council and the Administration. More to come.
- 26) **SK and GRADE 8 GRADUATION:**
- The **Grade 8 Graduation** will be Thursday, June 20th: the plan is to purchase picture frames and have them engraved as was done last year by CSAC. **SK Graduation** will be held on Friday, June 21st. More details to come.
- ADDITIONAL ITEMS:**
- 27) **HST REFUND FOR LCDs** – Ms. Benedek advised CSAC that we are not eligible for an HST refund on the LCD's purchased in 2010 due to specific School Board requirements.
- 28) Request from Teachers for initiatives to be considered as part of CSAC's 2013/14 Budget.
- 29) **REALLOCATION OF CSAC FUNDS:**
- a) Mme. Carnier requesting \$682.70 plus tax to purchase **French Language Board Games** for the E. French classrooms (Grades 5-8).
 - b) **Grade 8 Trip** – 5 students cannot afford the trip this year. The Grade 8s have raised just over \$3,000 but they are still \$1,000 short.
 - c) Ms. Benedek is not using all the funds for **Bullying Plays** as it is difficult to find good plays. One presentation has been booked through Performance Group for a presentation and workshop for all students in grades 4 through 8 for May 1 at a cost of \$700 therefore leaving funds to be re-allocated.
- Motion Passed to adopt the reallocation of funds to cover expenses listed above.** Phil motioned to adopt. Luana seconded the motion. The funds initially allocated for numerous Bullying Plays (that are not being used), \$500 Donation from Loblaw's was made to the school for the **choir** - an application was submitted in September 2012 (based this request) as well Cynthia Li has voluntarily agreed to forgo any payments that she was entitled for the Choir Program from the last CSAC meeting in March 2013, and Field Maintenance (\$500) will be reallocated to purchasing French Language Board Games and additional funds provided for the Grade 8 Field Trip.
- 30) **Sponsor St Mark's Elementary School.**
- St Mark's CSAC Treasurer approached Adam at the CSAC Chair Meeting to ask if St Gregory's would help them raise funds this year to purchase portable computer station at a cost of \$5500. The school does not have any computers as the school board no longer supports the school's computer lab. Anne motioned to adopt. Vito and Lori 2nd the motion. **Motion Passed to raise funds during our Run-A-Thon and share up to \$5500 to St Mark's for their new portable computer station.**
- 31) **CSAC SUBCOMMITTEE MEETING AGENDA** - It was requested that the following 4 points on the last CSAC agenda be discussed at the next Subcommittee Meeting on May 8th:
- Ensure we have a clear process on submitting and assessing proposals for approval at CSAC.
 - Guidance on preparation and presentation of motions, how to handle proxies and provide regular updates.
 - Clarify the role of CSAC at St. Gregory – particular with curriculum augmentation with the arts/music and drama.
 - Create a more formal Follow-up process for "Action Items"

9:30 p.m. – meeting adjourned.

CSAC members are asked to review minutes as soon as possible after receiving the email. Once they are approved they can be posted to the website. It is noted that minutes are not a verbatim record of the meetings, but a review of items discussed.

Notes: A **CSAC Subcommittee Meeting** for BBQ Fun Night and Grad will be held on **Wednesday May 8, 2013**.

The next **CSAC Meeting** is scheduled for **Wednesday, May 22, 2013**.

Please find **ACTION ITEMS** below.

CSAC ACTION ITEMS

ITEM	RESPONSIBLE	DETAILS	STATUS
Spiritual Bouquet for Ms Grella	Melanie & the Administration	Letting Ms Grella know she is in our thoughts and prayers, a spiritual bouquet and a Mass card sent to her home.	Completed on April 23, 2013
Purchase and Install Air conditioners	Adam Grnak	To be installed in each second floor classroom and in the library as soon as they are available to be purchased at <i>Home Depot</i> .	In progress.
St Gregory T-Shirts	Anne Misko	First batch of T-shirts were ordered. Anne is looking into a second order in September. The shirts were well received.	Handed out on May 2 & 3, 2013
Bullying and Anaphylaxis Handbooks	Ms Benedek	Once they are approved, we can publish them online.	In final review.
Additional Technology Items & Repairs	Adam & Tanya	Review list of items missing in classrooms and purchase them ASAP.	Before the end of the school year.
Photographer for 2014	CSAC	Choose one photographer to take care of all our needs for the 2013-2014 school year.	Vote to take place at the June CSAC Meeting to be held June 19, 2013.
New St Gregory Website	Alie Ribeiro & Adam Grnak	Finalize transfer of files to new web master. Upload new website.	To be launched before the end of this school year.
Milk Program	Tanya Giaquinto	Working out the details to start the program again in September 2013	Details to be ironed out before the end of the year.
Spirit Wear	Tanya Giaquinto	Deciding on a new provider and a schedule parents for parents to order multiple times per year.	TBD
MUCH MUSIC VIDEO DANCE	Alie Ribeiro	Get all details in order for possible 2013-2014 Fundraiser. Possibly talk to other CSACs in the area who have had a MUCH MUSIC Dance (fundraiser).	TBD
BBQ Fun Night	Fundraising Committee	To be held on Thursday June 6, 2013.	Next Planning Meeting will be held on May 8 th in the Music Room. All are invited to attend.
BBQ Curriculum Night	CSAC	To be held Tuesday September 24, 2013	Details TBD.