

St Gregory Catholic School Advisory Council (CSAC) Monthly Meeting Minutes

Meeting Minutes from Wednesday, June 18, 2014

Attendees: Benedek G, Severino A, Peri V, Ruso D, Tenuta L, Antoniadis S, Arone V, Balsamo D, Cimolai A, D'Alessandro G, Donnaperna N, Fanelli L, Grnak A, Holyday S, Mishko A, Vaccarelli V, Vokins P, Father Bertão, Berardi E, Fernandez-Alvares M, Pyz J, Starpoli D, Tameskin P, Wild A

Invited Guests: PannoZZo J, Yack D

Regrets: VanDinter K, De Franco L, Ribeiro A, Zizek E

6:30PM Mr. Doug Yack introduced the new principal, Mr. Joe PannoZZo. Mr. PannoZZo has been the principal at Father Serra for the past five years. Council acknowledged Ms. Benedek's retirement from the TCDSB after 32 years of service. Council congratulated Ms. Benedek and wished her all the very best in her retirement.

7:05PM Welcome and opening prayer led by Chair, Angie Severino.

Agenda Items

1. Chair's Report (Administrative Items)

- a. The evening's regrets were noted.
- b. The **meeting minutes** from the council meeting (May 21st) were approved and are posted on the CSAC website.
- c. Angie reviewed the **highlights and the accomplishments** of the past school year.

Amended Agenda Items:

a. CPR Training (V. Vaccarelli)

Vito contacted the board concerning the use of CSAC funds to sponsor staff CPR training. Certification is 2 years. The board indicated there are no liability issues. With the implementation of FDL, and various new staff, training should be made a priority. A minimum of 8 teachers are required to run the course (\$70/teacher). Ideally, an in-service scheduled the last week of August is helpful; nevertheless it's not realistic teachers will partake during the summer. Open vote by CSAC to fund 8 staff members (**\$700 MAXIMUM**) to partake in CPR Training. CSAC is **not** committed after 2 years (certification expires). **16 members present, 15 in favour, 1 abstained.** Council also directed Vito to present to the Board that teachers should have CPR Training. Vito will follow up and lead this initiative along with the principal.

2. Principal's Report (Ms. Benedek)

- a. **Tree Planting:** Ms. Benedek met with a board representative who acknowledged the need for large trees in the yard. The board will only allow trees to be planted where there is soil. There are two trees in the front that will be replaced and three trees will be planted in the back. The new trees will be caged for 3 years.
- b. **Playday:** Mr. Cooper offered to organize a playday for all students on June 24th. Rain date, June 25th. The Grade 6 students will act as team leaders for the primary grades and the Grade 7 students are station leaders.
- c. **EQAO/CAT 4:** Testing is complete. CAT 4 tests are marked by the TCDSB and the Ministry of Education is responsible for marking the EQAO tests. All results are sent to the school in late

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August and in September the results go sent home with the students. Results will be reflected in the SLIP.

- d. **IT:** All the netbooks in the school will be obsolete on June 19th. With the 21st Century Learning rollout, the board is providing 36 iPads (primary grades), 36 notebooks (junior and intermediate division), and one mobile cart to each school. St. Gregory's has purchased the 2 that it has on site (to a total of three). CSAC fundraised for the purchase of 11 notebooks (junior division).
- e. **SLIP:** St. Greg's is in Year 2 of a five-year cycle for District Review. The focus of SLIP is to identify the strengths, goals, measurable, abilities and interests as well as specific needs and style of learning. Staff was asked to identify key areas for improvement and to self-evaluate. The information is then collated by the TCDSB Research team and shared with the school community.
- f. **Health Action Team (HAT):** The board initiated the HAT 10 years ago. The board held an acknowledgement celebration for schools who took part throughout the years. Ms Boetelho, HAT lead and the HAT committee attended the celebration. St. Gregory's was recognized for 9 of those years. Well done HAT team.

3. Curriculum Night (Ms. Benedek/Angie)

September 18th is the tentative date. In previous years, a BBQ dinner was held at the start of the evening; more so, the focus of curriculum night should concentrate on the classroom only. The idea is to begin the evening with an introduction of administration in the gym (15-20 mins) followed by a tour of your child's classroom and meet the teacher and classroom (2, 40 min blocks). The final decision will be dependent on Mr. Pannozzo.

4. Election Committee 2014-2015 (Jennifer)

Jennifer Pyz is the lead for CSAC Election Committee. Two parents have reached out to help with the process. The principal, vice principal, a teacher and a student will sit on the committee. A teacher and student rep have not been selected as of yet. Any parent who plans to run for CSAC cannot be part of the election committee. Jennifer is revising the CSAC letter outlining the goals and purpose of CSAC to be sent home the first week of school. The election of a new council is set for September 24th. The last day for nominations is September 17th.

5. Fundraising - Pizza (Vita)

Pizza is one of the biggest fundraiser. Council thanked Daniela for her tireless efforts in running a smooth, seamless process. It was suggested to run pizza lunch "weekly"; however, the biggest challenge is the ability to secure volunteers. Council suggested on the pizza order form that is sent to families in September, to include 2 questions indicating parents interest in weekly pizza lunches and their interest to volunteer on a weekly basis.

6. Treasurer's Report (Domenic)

Domenic presented the May 2014 Financials. All questions and queries were addressed. It is anticipated that a surplus would be generated this year. However, the exact amount will not be known until Domenic receives all outstanding invoices. Any surplus that is generated will be carried forward to the next school year. Going forward, Council should consider maintaining a reasonable surplus to assist with the transition to the new school year.

7. Constitution Review Committee (Adam)

Proposed revisions to the St. Gregory CSAC Constitution were presented to council. Amendments will be updated based on feedback from Council. Updated proposed amendments will posted on the school website for the broader parent to review prior to the AGM in September

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8. School Agendas (Adam/Ed)

The school agenda is fundamental to the learning of any child as this helps the child to organize but also serves as a useful communication tool between parents and school faculty. In previous years, CSAC funded a portion of the school agendas, however over the years; it became the parents' responsibility. Costs for agendas have increased as a result of the extra pages. Teachers should be directed to utilize them consistently with students. For older students some felt the agenda was less utilized.

9. School Library (Daniela)

Approximately \$800 from the tier 2 budget will be used to purchase two dehumidifiers for the library space.

10. Subcommittee Updates

a. Foundation/Bricks Awards (Domenic)

The Bricks Committee met on June 4th to review the 10 applicants. Three students were chosen. The awards will be presented at the Graduation Ceremony on June 19th. There was one NEC nomination, and Ms. Barone is the recipient.

b. Graduation Committee (Nancy)

Volunteers are needed for both events, June 19 (Gr 8 graduation) and June 20 (SK graduation). If you are available to volunteer, please email Erica or Nancy.

c. IT (Phil/Stephen)

The IT survey was not distributed as it would have conflicted with report cards and having recently purchased new equipment, certain parts of it which requested information on age of equipment were now irrelevant. Ms. Benedek and Ms. Van Dinter are making the required changes with a target of completing in the last week of the school year.

d. Pastoral Council (Father John/Vince)

First Holy Communion is scheduled on June 21st @ 10AM. Each confirmation candidate will receive a package of one group photo and one individual photo and a DVD video of the ceremony with their certificate. Father John is eager to implement a "Children's Choir". The choir would perform at the 9am mass. The Archdiocese is kicking off a "Family of Faith" Capital Campaign; \$105M is their target. St. Gregory's Church is asked to raise \$550K and if the church meets its target, 25% will go back to the church and used towards capital projects only.

e. Pizza (Daniela)

The last pizza lunch of the school year is Wed June 25th. Pizza lunch will resume in September.

f. Milk Program (Sandra)

This is the last week of the milk program for the school year. The online ordering system should be configured by mid-August for new milk orders. The milk program will resume the second week of school, on September 8, 2014.

g. Fundraising (Angie)

The BBQ was a huge success. There has been a lot of positive feedback from both parents and staff. Over 420 people attended and approximately \$3,700 was raised. Thank you to everyone who organized the event and who came out to volunteer.

h. Sacramental Lunch (Ana)

The sacramental lunch for all First Communion and Confirmation candidates is scheduled on Monday, June 23rd.

11. The next CSAC/AGM meeting is scheduled on **Wednesday, September 24, 2014**

Meeting adjourned 10:12PM.

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12. ACTION ITEMS

Action Item	Person Responsible	Details	Timeline
Music Event "props"	Mrs. Krisciunas	To determine whether props for school musical events are board certified.	September 2014
Curriculum Night	CSAC Chair & Mr. Pannozzo	To determine whether a BBQ dinner will be part of curriculum night and check number of families who purchased BBQ meals.	September 2014
CPR Course	Vito Vaccarelli	To look into other options such as presentation to the board on the importance on CPR.	September, 2014
Pizza Fundraiser	Daniela Balsamo/Anne Mishko	Include 2 questions with the pizza form, which is sent home in September to determine parent's interest in weekly pizza lunch and their interest to volunteer	September 2014
Election Committee	Jennifer Pyz	Select teacher and student reps for the Election Committee; form to be updated for distribution to parents first day of school and the possibility of electronic distribution the week prior to the beginning of school	September 2014
IT	Stephen Holyday/Phil Vokins	Short survey to be distributed to the teachers for their feedback. Awaiting to discuss with new school administration.	September 2014
Constitution Amendments	Chair & Adam Grnak	Finalize constitution amendments for presentation at AGM.	September, 2014