

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

Meeting Minutes from Wednesday, May 21, 2014

Attendees: Van Dinter K, De Franco L, Severino A, Peri V, Ruso D, Tenuta L, Antoniadis S, Balsamo D, D'Alessandro G, Donnaperna N, Fanelli L, Filippozzi E, Grnak A, Holyday S, Mishko A, Vaccarelli V, Vokins P, Zizek E, Berardi E, Lustri N, Mardegan S, Pyz J, Starpoli D, Skinner M, Wild A, Williams M.

Regrets: Benedek G, Arone V, Cimolai A, Ribeiro A.

7:04pm - Welcome by chair and the opening prayer was led by Mrs. Van Dinter.

Agenda Items

1. Chair's Report (Administrative Items)

- a. The evening's regrets were noted.
- b. The **meeting minutes** from the council meeting (April 23rd) were approved and are posted on the CSAC website.
- c. **First Aid:** Ms. Benedek confirmed with the Board that there is no PD days available to host an in-house certification for all teaching staff. It was suggested the idea be presented to the Board at a Health and Safety committee meeting.
- d. **Constitution** (see sub-committee section below).
- e. **IT Survey** (see sub-committee section below).

Amended Agenda Items:

a. Admission and Placement Policy

The Board has published two Policies - Admission and Placement of Elementary Pupils and Admission and Placement of Secondary Pupils. The Board hosted a consultation meeting on May 1, 2014. On line public feedback was requested by May 15, 2014. Parents had concerns regarding the recommendations by the Board. Other parents were unaware of the extent of the implications of the policy i.e. limitation of choice of secondary schools, feeder school/concentric circle approach. Council wanted to see more consultation to better understand the implications of the policy and to ensure any unintended consequences were avoided. They recommended a one year implementation period. There were **NO objections** to presenting concerns and recommendations to the board. Two students from Grade 7 are also going to be addressing the Board regarding the Admissions and Placement of Secondary Pupils. Board Meeting is May 22. Parents and students were encouraged to attend to demonstrate their support.

b. Musical Event "Props" (Mrs. Krisciunas)

For the Spring Festival and Christmas Concert, the school has always rented props (palm trees, lighting), \$200/event. The vendor is selling the props and lighting and Mrs. Krisciunas is making a pitch to council to purchase the equipment for \$1800. Council would like to know if the equipment is "board" certified. Mrs. Krisciunas will look into this. As budget is closed, this is a consideration for next year's Council.

c. Memorial Plaque to Honour Ms. Grella (Mrs. De Franco)

Mrs. DeFranco presented on behalf of Mrs. Ceddia. In honour of Ms. Ada Grella, a framed photo and an inscribed memorial plaque will be displayed in the school foyer. The approximate cost is \$100 to inscribe the plaque and enlarge her photo. **There were NO objections.** A tree was planted in the front of the school in her honour with a "blessing" to follow. The Grade 8 "Art Award" will be named the "**Ada Grella Visual Arts Award**".

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2. Principal's Report (Mrs. Van Dinter)

- a. **SLIP:** The School Learning Improvement Plan is a 3-year learning plan (2011-2014) which is reviewed, annually, by the school administration and SLIP team (Principal, VP, and one teacher from each division). The four areas of focus are Literacy, Numeracy, Pathways and Learning for All. The focus of SLIP is to identify the strengths, goals, measurable, abilities and interests as well as specific needs and style of learning. Administration has identified "*numeracy*" as an area of concern and will carefully review the SLIP goals to be identified for September. A CSAC representative will provide input regarding the SLIP
- b. **Bullying:** There are confirmed incidences of bullying at school, especially during recess. Administration tries to deal with each incidence as quickly as they can. The bully is reminded that all students should be treated with respect and included in school-related activities. Administration reminds the bully that bullying behaviour is hurtful and unacceptable and is provided with strategies and discipline mechanisms. Administration also encourages the *student* being "bullied" to speak up for themselves and demand respect. Administration encourages parents to continue to be "role models" to their children.
- c. **Rotary Program:** Parents shared concerns that 1-hour per week, per subject is not beneficial. There are glitches with scheduling in particular stat holidays and PD days. Administration is revisiting the program for the following year.

3. Sprit Wear (Tanya/Anne)

Spirit wear has traditionally been showcased at curriculum night and at parent teacher interviews. It appears the designs and items of clothing have recently changed. Tanya will meet with the supplier in August to look at options for alternate clothing, such as "toques" or "caps". Parents will soon be able to order clothing items "on line" through the school website.

4. Treasurer's Report (Domenic)

Domenic presented the April Financials and will be posted on the school website.

5. Ontario ProGrant (Vita)

The Ontario ProGrant (\$1000) was submitted. If successful, the school will be notified in August. The grant will be used towards a "math night" with teachers input on various key areas of need.

6. Election Committee Review (Angie/Vita)

Jennifer Pyz has volunteered to lead the CSAC Election Committee. Ms. Benedek and Mrs. Van Dinter will sit on the committee. A CSAC member cannot be part of the election committee. Further communication will be posted on the school website.

7. Budget for Graduation Discussion (Daniela)

There was a concern raised as to the increase to funds for the grad ceremonies and where the funds are coming from. The graduation budget falls under Tier 1 expenditures. Upon the review of pricing by the subcommittee, they concluded that they need more money to hold the event. Council would like to retain the gifts; therefore at April 23rd meeting, budget increase was voted and approved (\$400). The additional funds are coming from the parental engagement activities and will NOT affect the Tier 2 items in the budget. Consideration to be given to +/- percent to a budget item.

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8. Subcommittee Updates

a. Graduation Committee

The graduation activities are well underway. The picture frames were sourced out for \$130 less than last year, and have been ordered. The frames will be personalized with the student's full name on a label. Metro and Costco have donated gift cards. Volunteers are needed on the day of the both events, June 19 (Gr 8 graduation) and June 20 (SK graduation). If you are available to volunteer, please email Erica or Nancy.

b. Fundraising (Angie)

Pavers: To date, 38 pavers were sold, final expenses are not completed, although believe we are close to our target of \$6000. We will confirm by June's meeting.

BBQ: Thursday, June 12, 2014. Initial communication and request for volunteers went home with students today and an e-copy will be distributed tomorrow. The planning committee has secured a number of donations. Adam will try to secure another BBQ from Nativity. The door prize is a "mini ipad" and possibly three early bird prizes will be drawn one week prior.

c. IT (Stephen)

The IT survey is complete. The target distribution of the IT Survey is subject to Ms Benedek's approval.

d. Pastoral Council (Deferred)

e. Pizza and QSP for Sept 2014 (Daniela/Anne)

Pizza: There are 403 students enrolled in pizza lunch with an additional 4 classes (Kindergartens) come September. Suggestions were made to increase to weekly pizza lunches or alternate with another food fundraiser such as "burritos".

QSP: Fundraiser dates, September 29 - October 15th (will include Thanksgiving weekend). The company recently expanded to calendars, photo books, greeting cards etc and these items are available also through their website.

f. Milk Program (Sandra)

The milk program is running very well. The program made approximately \$500 in profit and Sandra asked that the money not be re-allocated a third fridge is needed in September to hold milk for the Full Day Kindergarten students.

g. Foundation/Bricks Awards (Domenic)

The application deadline is complete. There were 10 applications submitted and 1 NEC award. The winners will be presented with an award at the graduation ceremony, June 19th.

h. Constitution Review Committee (Adam)

There are a number of items in the CSAC constitution that do not align with the Ministry and Board CSAC regulations, such as vacancies, duties and responsibilities and also implement Code of Ethics. The changes will be ratified at the June meeting.

i. Sacramental Luncheon (Deferred)

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j. **First Aid (Vito)**

Vito asked whether CSAC could put some funds aside to host First Aid training for staff. It was suggested Vito contact Mr. J Shain, CSAC Board Representative to discuss options and ultimately prepare a presentation on behalf of CSAC, to the Health and Safety Committee Meeting at Board Meeting. Potential liability concerns for CSAC taking this on were noted and require investigation.

9. The next CSAC meeting is scheduled on **Wednesday, June 18, 2014.**

Meeting adjourned 9:40PM.

10. ACTION ITEMS

Action Item	Person Responsible	Details	Timeline
Music Event "props"	Mrs. Krisciunas	To determine if props for school musical events are board certified.	June 18, 2014
First Aid Course	Vito Vaccarelli	To look into other options such as presentation to the board on the importance on CPR	June 18, 2014
SLIP	Administration & Chair	SLIP results will be shared on the school website	September, 2014
Election Committee	Jennifer Pyz	Post Election Committee documentation of the school website	June, 2014
BBQ Fundraiser	Adam Grnak	Secure another BBQ from Nativity of our Lord	June, 2014
IT	Stephen Holyday/Phil Vokins	Short survey to be distributed to the teachers for their feedback.	June, 2014
Constitution Amendments	Chair & Adam Grnak	Ratify changes made to St Greg's CSAC Constitution	June 18, 2014