

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

Meeting Minutes from Wednesday, November 20, 2013

Attendees: Benedek G, Power E, Van Dinter K.
Severino A, Peri V, Ruso D, Tenuta L, DeFranco L, Antoniadis S, Arone V, Balsamo D, Cimolai A, D'Alessandro G, Donnaperna N, Fanelli L, Filippozzi E, Grnak A, Holyday S, Mishko A, Tavares I, Zizek E, Berardi E, Bettio T, Caparillo D, Coelho T, DaMetto A, Fernandez-Alvares M, Hall T, Li C, Lustri N, Mardegan S, Morrone D, Pyz J, Rossi S, Santos L, Skinner M, Staropoli D, Tiefenbeck S, Wild A, Williams M, Fr. John Bertao.

Regrets: Ribeiro A, Vaccarelli V, Vokins P.

Invited Presenter: Ann Andrachuk, Chair of the Board TCDSB

7:00pm - Angie welcomed everyone present and invited Ms. Benedek to say the opening prayer.

Agenda Items

- 1. Cancellation of 2nd Parent Teacher Conferences** - Ann Andrachuk was invited to this meeting to address questions that parents had regarding the cancellation of the 2nd Parent Teacher Conferences in February 2014. Ann explained that the board's decision to reduce the number of formal interview days this academic year was made in response to the Provincial Putting Students First Act including Union/Provincial negotiations. This Act imposed several conditions including the reduction of two unpaid professional activity days, December 20, 2013 and March 7, 2014. Ann encouraged parents to contact the school at any time throughout the school year to discuss their child's progress with teachers. The board calendars are set one year in advance and therefore there is little that can be done or changed for this academic year. Therefore, no other PA day can replace the cancelled Parent Teacher conferences. Parents expressed concern that, although this was only for the current academic year, that this may become the norm for future years. Ann encouraged parents to represent their views and concerns to the Board at an upcoming Board meeting.
- 2. Chair's Report (Follow-up and Updates)**
 - a. Meeting minutes from October 23, 2013 Council meeting were approved and posted. It has been confirmed that the website is backed up and the fee of \$250 will remain as is. A contract will be drafted for signature by our Webmaster.
 - b. The CSAC Parent list (those who completed a CSAC communication form earlier this year) has been communicated. Ongoing emails will be sent to them informing them of CSAC initiatives and volunteer opportunities.
 - c. The Swim Meet will begin on January 11th for 9 weeks straight and is inclusive of students in Grades 2-8. There are only 85 spots available as this year's swim meet will be smaller due to the Olympium closure. Practices takes place on Saturdays from 5:30-7:30pm at the Montgomery Pool and the mini-meet is scheduled on March 22-23rd at Alderwood Pool.
 - d. QSP netted approximately \$10,500. A big thank you to Daniela and Anne for their dedication and hard work in ensuring another successful year. Final revenue will be reported in December's Treasurers Report.
 - e. Alie is creating a "donation" page on the website for corporate donations received for this school year 2013-2014 as a way to acknowledge these donations
 - f. Parents are welcome to attend a talk on "Promoting Resilience in Children" (Dr. Alex Russell) @ Bishop Allen Academy on November 26th, 7pm.

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- g. The CSAC table at the Parent Teacher Conferences on November 14th was well received. It was great to engage the parent community and let them know about CSAC. The new website was showcased and parents are encouraged to visit frequently. Angie thanked the school administration: Ms Benedek, Mrs VanDinter, and Ms Power for their ongoing support as well as council members: Vita, Lori, Sandra, Mel, Vince and Vito for their help that night.

3. Principal's Report

- a. Ms. Benedek thanked Ann Andrachuk for attending tonight's meeting and addressing the needs of the parent community.
- b. The progress reports went home on November 12th and parent teachers conferences were held on November 14th & 15th.
- c. The TCDSB Student Learning Improvement Plan (SLIP) is accessible on the school board website.
- d. The library is moving to be automated. Ms Barone and a few parent volunteers are weaning out the "old and sad" books and scanning the books to a computer.
- e. Last year, 2 printers with the capability of printing, faxing and scanning were purchased through the "block budget". These printers reside on the 1st and 2nd floors.
- f. The funds raised at the Book Fair go directly to library resources (books, magazines, CDs, etc) and supplies for automation (labels, tape, etc).
- g. The social justice initiatives went well. A big thank you to the DaMetto family for donating pumpkins to the school. The Jack-o-lanterns were donated to the Pediatric Unit at St. Joseph's Hospital. The "Hard Candy" drive supported by Dr. Simone did extremely well. A total of 25 boxes were collected.
- h. The funds collected (\$714) from the November 14 dress down day will go towards purchasing books for the Children's Aid Society, Sweet Read Drive that begins on December 2nd.
- i. The Grade 8's are going to Ottawa. The cost per student is \$510 + \$45 insurance, total of \$555. The students have developed some fundraising initiatives to support their classmates who require financial assistance. On Sunday, the students hosted a bake sale after each mass and are taking part in a Tasty Batter Cookie Dough Drive.

4. Vacancies/Attendance/Code of Conduct for Elected Member

Adam suggested an ad-hoc subcommittee be struck to address vacancies/attendance as well as Code of Conduct. Adam has offered to chair, Nadine Lustri and Andria DaMetto have volunteered to participate. This **subcommittee will meet on December 4th in the staff room.**

5. Treasurer's Report

Domenic presented the October financials.

- There is \$25,975 in the bank.
- A \$397 cheque remains un-cashed from the previous year.
- Milk Program - revenues do not go to CSAC. Funds go straight to support the milk program.
- \$16,118 remains in the CSAC bank to pay for expenses.

The current year budget amounts were not included on the October 2013 Treasurer's Report because not all the current year budget amounts were approved by Council. It was agreed that if they were approved, the report would be amended to include the Budget. However, if there remained incomplete information, a note would be added to the report stating this fact.

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6. Budget

Tier 1 expenses were approved at the October 23, 2013 meeting. The council agreed that expenditures related to programs will take priority over capital expenditures. Once sufficient funds are raised, only then with capital expenditures be made.

Tier 2 budget items were approved. These are expenditures that will be made should funds exceeding Tier 1 requirements be raised.

- a. **Scientist in the School** - Given the timing to book these events a 2nd Scientist cannot be supported at this time. If teachers plan to have a 2nd Scientist, cost will need to be recovered through the students. While on this topic, a suggestion was made to ask Teachers areas of support they would want from CSAC. A short survey of teachers may address this.
- b. **Teacher Allocation** - Teacher allocation remains of \$150/class was approved in Tier 1. An additional \$50/teacher has been approved if funds are available later in the year. Current amount is **\$150/class and \$200/split class**.
- c. **Sacramental Luncheon/Donation** - Funding towards pins was removed in a vote (11 to 6). Given this is a double cohort; this would have been an expenditure of \$800.
- d. **Field Maintenance** - In previous years, a \$500 donation was made towards the maintenance of the green space. \$500 will remain in the budget.
- e. **Trees for the Yard Area** - \$1000 will be removed from Tier 2. Lisette circulated three grants and Vita is looking into them. Plant World and Islington Nurseries have not responded to Vita's donation request. Sheridan Nurseries programs gives 2% back on any St. Gregory community purchases. Other nurseries will be contacted in the New Year.
- f. **Project tables** – Mr. Vieira requested 10 new folding tables (\$50/each). The current ones are old and collapsing. Costco donated a gift certificate towards the purchase of one table. Council approved **\$500** to remain in **Tier 2** for the purchase of new tables.
- g. **Air Conditioners** - The library is requesting two air conditioner units. This was deferred from the 2012-2013 school year. **\$800 will be placed in Tier 2** for further consideration.

A motion was put forward to accept the **2013-2014 CSAC Tier 2 Budget. Total \$3,300**

There were no objections. 16 council members present voted in favour and 1 member abstained from voting.

7. Projected Revenues for some current and potential fundraisers and some Fundraising Ideas from the "Fundraising Subcommittee"

- Pizza - \$11,000 (2013-2014 school year)
- QSP - \$10,500 (net, approximate)
- Much Music Video Dance-a-thon, scheduled on Feb 12, 2014, \$8000 (medium push)
- Pavers - \$6,000, various size pavers with family names engraved, as a legacy along the path. Quotes available at the next meeting.
- Year End BBQ/FunFair - \$5000 (includes raffles, games, silent auction etc)
- Kidssentials (hot lunches) \$2000
- Progrant \$500

Other suggestions included: Cycle Yonge, Gala Dinner with Silent Auction, Bowlarama Night, Rummage Sale – tie into BBQ/Fun Fair, Talent Show. The Fundraising subcommittee will meet to review additional details and provide recommendations to Council at the December CSAC meeting. It was noted that some of the suggested fundraisers also provide an opportunity for St. Gregory community building.

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8. Subcommittee Updates

- a. **Milk Program** - The Milk Program is running well but may be in need of another fridge. Sandra looked into ordering the larger size cartons and is not feasible at this time. She suggested that if a student wanted they could order two cartons.
- b. **Community Events** - The **Family Skate** will be held on February, 22nd (6:45-8:15) at the Mastercard Centre. More details to follow. There was a concern that a movie night for the younger kids was not planned before the Christmas Holiday. One is being discussed for 2014 to include the broader school population.

9. A **Fundraising Subcommittee** meeting and **Community Events** meetings will be held in the staff room on **Wednesday, December 4, 2013 @ 7PM**. For any other subcommittee meetings, Chairs should inform council members and parent community, should they wish to participate.

10. The next CSAC meeting is scheduled for **Wednesday, December 11, 2013 @ 7PM**.

Meeting adjourned 9:40PM.

11. ACTION ITEMS

Action Item	Person Responsible	Details	Timeline
Parent Teacher Conferences	Council Executive with Council	Formulate plan and seek feedback from Council on next steps	December 2013
Treasurer's Report	Domenic Ruso	Include final QSP revenue will in December's Treasurers Report Include approved budget in report	December 11, 2013
Fundraising Subcommittee	Irene Tavares/Angie Severino	Make final recommendations on fundraisers at next Council meeting; Recommendations to include projected revenue, timing, volunteer need.	December 11, 2013
Webmaster	Angie Severino	Get contract signed by Vito	December 2013
Donation Page	Alessia Ribeiro	Develop Donation Page to acknowledge corporate donations	TBD
Community Events	Vita Peri	Confirm community events	December 11, 2013