



# MINUTES

## St. John C.S.P.C. Meeting

November 27, 2018 | *Meeting called to order by* Nadia Niccoli

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### In Attendance

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CSPC members: Nadia Niccoli; Jennie Gaffney; Claire O'Shea; Marianne Internicola; Christine Schuman; Laura Banerjee; Tanya Bismayer; Sonia Pagliarello; Kim Cho; Lisa Stuckey; Deborah McNorgan; Carmen Vanderreest; Rosa Morphy; Peter Casey

(CSPC Regrets: Terry Isaac; Jacky Arminen; Lynn Lospinoso)

Faculty / Admin: Mr. Comacchio; Ms. Horbay; Ms. DeAgazio

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### Approval of Minutes & CSPC Meeting Dates

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Nadia Niccoli passed the minutes from the October month and Laura and Kim seconded the minutes

Marianne confirmed CSPC meeting dates for 2018/2019 school year:

Tuesday January 22, 2019; Monday March 25, 2019; Tuesday May 21, 2019; Monday June 17, 2019

**Action item: Communication leads to add meetings to CSPC school calendar**

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### CSPC Chair's Report

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N/A

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### Financial Update

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Claire presented financial report.

Confirmed we successfully made our \$10k target at the Halloween fundraiser with net revenue of \$10,086.29.

Pizza fundraiser made \$8700.00 from Sept to Jan actuals.

Other fundraising forecasts on financial report are estimates.

Under expenses line – will be removing Christmas Parade line item as we were unable to secure a volunteer lead. Will plan earlier for this event next year to secure volunteer leads to run event. Raz kids (Jk-Gr3) – determined we would receive a better cost if sign up for 3 years – Claire submitted to increase this line item to \$2220.00 for a 3-year subscription. Peter made motion to add into line item and Laura seconded the motion. Parent request for school to send out communication regarding Raz Kids as passwords have not been consistently sent home. Claire confirmed we have 9 A/Cs in the school to install – we will need some parent volunteers to assist in installing in the Spring. Depending on success of the parent night out meeting, we will revisit funding budget at the March CSPC meeting. Mr. C confirmed that school reps have been conveying to staff to spend early in the year and not wait to submit expenses at end of year.

**Action Item: Mr. Comacchio to have communication sent out to applicable grades regarding Raz Kids**



- Ballroom Showcase:
  - Ms. Bain and Mme. Dhefto's grade 4/5 and 5 students will be front and center on Thurs. Nov. 29 as they showcase all they learned during their ballroom dancing lessons this fall. Some students will be selected to represent St. John at the Grand Ball Competition in June 2019.
- High School Applications:
  - Grade 8 students have submitted their applications for TCDSB high schools. It is the parents' / students' responsibility to complete the application process if they are considering schools not in the TCDSB.
- Cross Country:
  - Congratulations to the St. John cross country team for taking the City Championship for the 18<sup>th</sup> time. Thank you to the coaches and parents who drove students to the various meets.
- Progress Reports / Parent-Teacher conferences:
  - Reports were sent home on Nov. 13 and conferences took place Wed. Nov 14 and Thurs. Nov. 15. The information shared during these meetings is to support the students in their learning and to identify strategies for the child to assist with areas for improvement. The next reports (Term 1 – with marks) will be sent home Tues. Feb. 12, 2019.
- School Renos:
  - Areas around the foundation have been repaired and work continues to be completed on changing the exterior doors that will be needed once the school moves to a scan card entry system.
  - Bathroom renovations are on the list of renewal projects at the Board level and we wait for the Renewal Department to determine when the work is to be completed. The quote for the work has been submitted. Once the work is approved, the work will be scheduled. Mr. Comacchio will continue to follow up with the Renewal Department and share any new information with the parent community.
- 2018/2019 Student Council:
  - The responsibilities of student council have been divided into the various student leadership groups over the last number of years. It was decided that a student council be put on hold and can be revisited in the future if a staff member is willing to take the responsibility to lead the group.
- Health Action Team (H.A.T):
  - Mr. Breech continues to supervise the various H.A.T groups which include the PALS program, equipment exchange and recess intermural games at morning and afternoon recess.
- THANK YOU CSPC:
  - For helping to pay for the Raz Kids reading program. Students are accessing the program to support their reading skills and love of learning.
  - For planning another successful and fun-filled Halloween Dance-A-Thon
- Christmas Events:
  - Last day for Christmas Gift card donations      Wednesday December 12
  - Santa Photos      Friday December 14 – am only
  - FDK Concert      Monday December 17 from 2-3 pm
  - School Advent Mass      Tuesday December 18
  - Christmas Concert Gr. 1-8      Tuesday December 18
  - Pizza and Christmas themed dress down      Friday December 21

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## Committee Reports

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### Committee reports

- Fundraising (Christine Schuman; Laura Banerjee; Tanya Bismayer; Sonia Pagliarello):
  - Parent Night Out @ Balmy Beach – Saturday, January 19 – Beach-themed parent event (8pm-1am) at Balmy Beach Club. Cash bar, DJ, live/silent auction (projected revenue after expenses \$4550) expenses are DJ/Hall rental/security/snacks – \$30/couple; silent auction - community donated items and some school items (i.e. pizza day class; principal of day). Committee will book venue and send save the date. Recommendation to set up Facebook page for the event. CSPC members to help with donations. Fundraising committee will advertise and sell tickets
  - Spring Carnival – Saturday, June 1– Carnival-theme family event (11-3pm) in rear of St. John's property. Inflatables, craft table, DJ, BBQ, bake sale, baskets. Recommendation to use vendor from Halloween dance which will bring down the vendor rental costs – projected revenue after expenses approx. \$12k.
- Volunteer (Kim Cho):
  - **Action item: Kim will remind CSPC and Event leads to connect with parents who express interest in volunteering regardless of whether volunteers are already staffed for a event**
- Special Events (update provided on behalf of committee):
  - Jill Finney – Lead for Bake Sale lead & 50/50 Draw (for Christmas concerts)
- St. John Parish (Carmen Vanderreest):
  - Classes for the Sacrament of Reconciliation have just ended, and students will receive this sacrament this Saturday (Dec. 1<sup>st</sup>). These children have been invited to take part in the upcoming Christmas Pageant together with children who take part in the Children's Liturgy on Sunday mornings. The pageant is held on Christmas Eve just before the 4:30 Family Mass.
  - Classes for First Holy Communion begin in January.
  - Parish Pasta Dinner was well attended by school families. Knight of Columbus raised over \$1,000 for Coats for Kids. As an Advent project Knights will be collecting new and gently used, clean coats for children throughout December. Coats can be brought to the church on Sunday mornings.
  - The CWL (Catholic Women's League) thanks the school for the use of the sound system in the gym for their Christmas Craft & Bake Sale held last Sunday (Nov. 25<sup>th</sup>). They also thank staff and volunteer parents for cleaning the kitchen for use during the sale.
- OAPCE (Rosa Morphy; Peter Casey):
  - Monday November 19 was CSPC Workshop series focusing on the role of the CSPC Chair and communication.
  - Saturday, November 24, OAPCE will be hosting a FREE Parent Summit, info and registration found at:

<http://www.oapce.org/blog/2018/10/19/register-now-for-2018-oapce-summit>

- There is a very important parent consultation going on right now with the Ministry of Education regarding several issues around Education. Notice sent to parents this week encouraging participation. The link to the consultation page can be located here: <https://www.oapcetoronto.ca/>
- PRO Grants have been put "on hold", we have started a petition to ask that the PRO Grants continue and be released for all parents. At the end of November, we will be advocating for

parents as we meet with the new Minister of Education, Lisa Thompson - when we meet with her we will present our petition in hopes that a decision can be made to release these very important funds for Parents! We have an online petition platform which is also on our website under "Parent Consultations" the link is here:

<https://www.oapcetoronto.ca/about-3>

- Next OAPCE Toronto Meeting is Tuesday December 4 at the CEC at 7:00 pm
- School Spirit Wear Logo Design / Approval (Nadia Niccoli):  
**Action item: Topic will be added to the January CSPC agenda**

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## Q&A

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Parent raised concern following a school trip regarding lack of teacher supervision and oversight during the trip / safety of the students / liability for parent volunteers and lack of educational component and connection back to curriculum. **Mr. Comacchio confirmed he would look into matter and raise and review with faculty.**

Parent raised whether there was an update regarding ability for Gr7/8 students to leave school premises at lunch. **Mr. Comacchio will discuss matter with faculty and provide a response.**

A couple parents have asked for an update on library visits – **Mr. Comacchio will investigate it and advise.**

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## Next Meeting

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Tuesday January 22, 2019, 7:00 pm St. John Library

Motion to adjourn was made at 8:53 p.m.

Agenda:

Confirmation that outstanding action items from November 27<sup>th</sup> meeting have been closed.

Exclusion of students in extra-curricular activities – i.e. volleyball team (Mr. Comacchio)

School Spirit Wear Logo Design / Approval (Nadia Niccoli)

Scheduled library visits for all classes (Mr. Comacchio)

G7/8 students leaving school premises for lunch - decision (Mr. Comacchio)

**St John Catholic School CSPC Budget 2018-2019 YTD 11/27/18**

<b>Fundrasiers 2017-2018 YTD:</b>
Halloween Dance
Pizza Lunch 1
<b>Sub-total YTD:</b>
<b>Fundraisers Dec-June Forecast:</b>
Bake Sale & 50/50
Pizza Lunch 2
St John Social
Spring Carnival
<b>Sub-total Forecast:</b>
<b>Additional Income:</b>
OSP
<b>Full Year Forecast 2018-2019</b>

Gross Revenue	Expenses	Net Revenue	Budget	Variance to Budget
\$ 12,971.29	\$ 2,885.00	\$ 10,086.29	\$ 10,000.00	\$ 86.29
\$ 18,820.08	\$ 5,356.06	\$ 13,464.02	\$ 8,700.00	\$ 4,764.02
<b>\$ 31,791.37</b>	<b>\$ 8,241.06</b>	<b>\$ 23,550.31</b>	<b>\$ 18,700.00</b>	<b>\$ 8,201.27</b>
\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 20,800.00	\$ 11,800.00	\$ 9,000.00	\$ 9,000.00	\$ -
\$ 7,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 11,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
<b>\$ 40,800.00</b>	<b>\$ 18,800.00</b>	<b>\$ 22,000.00</b>	<b>\$ 22,000.00</b>	<b>\$ -</b>
\$ 256.41	\$ -	\$ 256.41	\$ -	\$ 256.41
<b>\$ 72,847.78</b>	<b>\$ 27,041.06</b>	<b>\$ 45,806.72</b>	<b>\$ 40,700.00</b>	<b>\$ 8,457.68</b>

<b>Operating Expenses YTD</b>
Academic Contests - Math (U of W)
Apple Program
Arts Development
Athletic Development
Athletics -Drum Fit
Bank Fees
Christmas Parade
Classroom Materials (21 FT @200/7 PT @ 100)
Curriculum Night
Development Assets
Graduation
In-School Performances
JK Welcome
Kinder Development
Library Resources
Math Program - ixl
Monarch Park Butterfly Garden
Musical Instrument purchase/repair/audio
Principal's Discretionary Fund
Raz Kids
School Improvements
Spotlight
STEM in the classroom
Technology
<b>Total Expenditure:</b>

Expenses YTD	Budget	Variance to Budget
\$ -	\$ 485.00	\$ (485.00)
\$ -	\$ 760.00	\$ (760.00)
\$ -	\$ 2,000.00	\$ 2,000.00
\$ -	\$ 500.00	\$ (500.00)
\$ -	\$ 1,000.00	\$ (1,000.00)
\$ 160.90	\$ 525.00	\$ (364.10)
\$ -	\$ 65.00	\$ (65.00)
\$ 81.51	\$ 5,000.00	\$ (4,918.49)
\$ 1,154.55	\$ 1,129.89	\$ 24.66
\$ -	\$ 2,000.00	\$ (2,000.00)
\$ -	\$ 1,500.00	\$ (1,500.00)
\$ -	\$ 700.00	\$ (700.00)
\$ 33.62	\$ 150.00	\$ (116.38)
\$ -	\$ 400.00	\$ (400.00)
\$ -	\$ 1,000.00	\$ (1,000.00)
\$ -	\$ 360.00	\$ (360.00)
\$ -	\$ 500.00	\$ (500.00)
\$ -	\$ 1,000.00	\$ (1,000.00)
\$ -	\$ 5,000.00	\$ (5,000.00)
\$ 1,200.00	\$ 1,200.00	\$ -
\$ -	\$ 7,830.00	\$ (7,830.00)
\$ -	\$ 600.00	\$ (600.00)
\$ 410.00	\$ 3,895.00	\$ (3,485.00)
\$ -	\$ 2,500.00	\$ (2,500.00)
<b>\$ 3,040.58</b>	<b>\$ 40,099.89</b>	<b>\$ 37,059.31</b>

<b>Reconciled Ledger Balance @ 11/27/2018:</b>
Consists of:
Swim Team Funds
CSPC Funds
Forecast Income
Forecast Expense
<b>Forecast CSPC Funds at Year End</b>
CSPC Float
<b>Unallocated Funds</b>

<b>\$ 26,270.76</b>
\$ 50.53
<b>\$ 26,220.23</b>
\$ 22,000.00
\$ 37,059.31
<b>\$ 11,211.45</b>
\$ 5,000.00
<b>\$ 6,211.45</b>