

# MINUTES

## St. John CSPC Finance Meeting

November 5<sup>th</sup>, 2019 | *Meeting called to order by* Marlo Taylor

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### In Attendance

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CSPC members: Nadia Niccoli; Claire O'Shea; Marianne Internicola; Terry Isaac; Sonia Pagliarello; Angela Visconti; Marlo Taylor; Kim Cho; Shelan McCreary; Sonia Perez; Carmen Vanderreest; Cathy Blewett; Liz Sconce; Jamie Wilson

Regrets: Jacky Arminen, Jennie Gaffney; Melanie Battaglia; Tanya Bismayer; Lianne Tapuska

Faculty / Admin: Mr. Comacchio; Ms. Horbay; Mr. Morishita-Miki

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### Approval of Minutes & Outstanding Updates

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Jamie passed the minutes from the October Finance meeting and Sonia seconded the minutes

Updates:

- Research technology eligibility for students with autism through external program (Melanie to work with Mr. C) – **defer to next meeting**
- Update on bank fees & KEV funds (Claire/Mr. C) – initial 1% expense charge no longer required; Claire continuing to look at ways to keep fees at minimum (including transaction frequency)

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### Misc. Items

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Swim meet host for 2022 (Kristen)

- Meets run by parent councils typically
- 1300-1400 kids participate
- Typically look to the larger schools (with high participation) to run event
- St. John hasn't volunteered in many years
- Weekend event (city wide school participation)
- Christine training to run the team for St. John (includes mini meet organization)
- Kristen offered to run swim portion of the event in 2022 (includes pool rental; volunteers; officials etc.)
- Food; run kitchen; security; heat sheet; fundraising – would have to be led by CSPC
- \$40000-50000 fundraising potential
- Book pool with the city year in advance – payment due month ahead
- Over 30 schools participate; 1400 parents
- Weekend volunteers to run the event – 20-50 approx. depending on activities
- Ability to 'shadow' host school next year
- **Add as agenda item to next meeting (Jan 14<sup>th</sup>) to decide on approach**

Kingston Rd Christmas Parade (Claire)

- Sunday Nov 24<sup>th</sup> 1:00pm
- Ms. McBride – choir and play keyboard in back of the truck
- Nativity theme - Angels, shepherds, etc.
- Candy canes
- St. John signs
- Claire to confirm how many people can march in parade and send out communication accordingly

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### Financial Update

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Claire presented the month's expense report.

### Staff Update:

Grade 8 AM and Grade 7 PM – Samantha DoRego

Extended French – Grade 7 and 8 – Gibiard Mabouama

Ms. Misaljevic's class is being taught by Sarah Hanna – the position is still being posted as an LTO

French Specialty and Core French positions are still open. The HR department is working diligently to hire French qualified staff.

**High School Applications:** This is the first year the high school applications were submitted online for TCDSB high schools through SOAR. There were some initial glitches for parents but all issues were resolved and now we wait for confirmation and acceptances to start arriving in a few months.

**Student at St. Michael's School:** St. John has been in contact with St. Michael C.S about a possible transfer of a student to St. John with some unique challenges. The child has Epidermolysis Bullosa. He is in SK and is a refugee from Nigeria, here with mom. The family has recently moved into the St. John school community but it was decided that the student remain at St. Michael for the current school year. The family could use some support (Toys, books, towels, bedding, kitchen supplies, food cards). We may want to consider this a school initiative as we head into the Christmas season. **Nadia and Mr. C to arrange to contact family to determine receptiveness for support.**

**Camp Muskoka and follow up:** 97 students and 6 staff had a wonderful time braving the elements for 3 days. Students participated a variety of outdoor skills (learned to build a shelter and a fire). They had opportunities to work together as a team where they supported each other through cooperative activities. Teachers are building on this experience to reinforce the importance of collaboration, negotiation and leadership.

**Playground update:** Mr. Comacchio to be meeting with students from the U of T "School of Cities" program on Wed. Nov. 6 to better understand their involvement with the redevelopment of the school and convent property. Once their role is better defined, we will look at input from all stakeholders

**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 will be sent home on Monday November 11 and conferences will take place Tues. Nov 12 and Thurs. Nov. 14. There is a P.A Day on Friday November 15. The goal of these conferences is to support students in their learning and to identify strategies for the child to work on both at home and school.

**Workshops and In-services:** Lexia Training – Mr. Morishita-Miki

**Ballroom Showcase:** Our ballroom dancing program is nearing its end. As part of the program, the school will be hosting a Ballroom Dancing Showcase for all the parents on Thurs. Nov. 28. The students will demonstrate 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 2020. The team will be selected in the new year.

**Remembrance Day Service:** St. John will be honouring Remembrance Day on Monday November 11 at 10:30 in the gym. We are fortunate to have Sgt. Hodder return to St. John to speak to the school about her experiences in the forces and about being Canadian. We also have an afternoon presentation for the older students where they will meet the wife of a WW2 veteran.

### THANK YOU CSPC:

For the cot in the main office to help our students who are injured or ill and for planning another successful and fun-filled Halloween Dance-A-Thon. Items (speakers, headsets, cords) from the technology initiative have started to arrive and are being distributed to classes.

### Christmas Events:

FDK Concert	Monday December 9 from 2-3 pm
Christmas Concert Gr. 1-8	Tuesday December 10 at 6:30 and 8:00
Santa photos (tentative)	Thursday December 12 @ 12:30 pm
School Advent Mass	Tuesday December 17
Pizza and Christmas themed dress down	Friday December 20 – last day before Christmas Break
First day back	Monday January 6, 2020.

KEV: The 1% fee will be removed as the HST recovery will cover the charge. Effective Oct. 30

Dates for the remaining CSPC meetings have been given to Ms. James and Ms. Mangano. They will be included in the Nov. newsletter.

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## Committee Reports

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### Committee reports

- **Fundraising Leads** (Tanya Bismayer / Sonia Pagliarello):
  - Successful Halloween event
  - Parent's Night Out Jan 18 Balmy beach – 80's theme
  - Advanced ticket sales at Christmas concert (\$25 per ticket)
  - Save the date and posters will be sent out
- **OAPCE Leads** (Shelan McCreary / Terry Isaac):
  - Dec 3<sup>rd</sup> next OAPCE meeting
  - TCDSB – released new Facebook page
  - Minutes from previous OAPCE meeting will be distributed end of November
- **Sponsorships, Grants & Speakers Lead** (Kim Cho):
  - N/A
- **Volunteer & Special Events Leads** (Jacky Arminen / Jennie Gaffney):
  - Free grad shirts or hoodie option (\$20) or both (cost tbd); Navy Blue colour
  - Work starting on the bake sale
- **Website & Communications Lead** (TBD):
  - Website updated with meeting artifacts and Parent Night Out save-the-date
- **Parish Lead** (Carmen Vandereesst):

First school Mass went fairly well – except applauding the Homily and racing through the Lord's Prayer.

- **Asking that students be reminded about these 2 issues prior to each Mass.**

Blessing of Pets went well, only a few school families attended. There are photos of the event in the church vestibule.

Grade 2 students are on week 3 of their course to prepare them to receive the Sacrament of Reconciliation at the end of this month.

They've coloured paper poppies that will be placed around the 7 church windows and the 3 plaques dedicated to parishioners who served in WWI, WWII and the Afghanistan War.

"Something to Talk About" series back again and is held on the 1<sup>st</sup> Wednesday of each month. Led by Deacon Paul this year the series looks at the "pivotal players" of the Church according to Bishop Barron of History Channel fame. Participants watch one of the series' video's followed by light discussion.

Parish Pasta Dinner is set for Saturday, November 23<sup>rd</sup>. The event is being held by the Knights of Columbus. It's their biggest fundraiser of the year. Family price is \$20.

- Asking that a flyer be sent to the school community (Carmen will provide).

Annual Christmas Craft & Bake Sale is set for Sunday, November 24<sup>th</sup>. It is the biggest fundraiser for the CWL and will be held in the gym. More than 30 local artisans will be selling their wares and there will be raffle baskets and a special raffle for bottled wine lots (4 or 5 bottles in each lot) along with a 50/50 draw.

- Asking to use the gym sound system again.
- Asking that the gym kitchen be cleared.
- Asking that a message be sent out to the school community asking to support the all-day bake table (Carmen will provide).
- Asking that a Craft Sale flyer be sent out to school community for support (Carmen will provide).

The Milk Bag Project has been announced to school community and a box is set-up outside the school office to collect milk bags (Carmen will collect weekly).

Advent begins on December 1<sup>st</sup>.

- **(Pangea) Diversity & Inclusion Leads** (Terry Isaac)

Initiatives completed, in the works, and ongoing:

- Multicultural religious posters have been purchased and mounted on the wall outside of the office.
- A diverse nativity scene has been ordered and will sit on the credenza outside the office during December.
- The Committee has just completed the November bulletin board, the theme of which is "it's okay to be you".
- We are looking forward to working with Ms. Foster to increase the number of diverse and inclusive books in the Library; thank you to CSPP for the funds to do this.
- We continue to hope that our proposed Scholastic initiative, the purpose of which is to increase the diversity of the classroom libraries, will start to get some traction.
- Ciara and Ashley T have again donated a Lego set to be raffled off at the Christmas concert, and they have asked that the funds raised be directed to work of the Pangea committee. Thank you, Ashley and Ciara!
- Issues of inclusion that we hope to discuss in this academic year include:
  - Increasing inclusion on cross-country and sports teams.
  - Looking at the end-of-term "electronic/technology days" through an "inclusion lens".
  - Encouraging staff to request diverse individuals when inviting guests into their classrooms/the school.
  - **Terry and Cathy will meet with Mr. Comacchio to discuss how to move forward on the discussion topics.**

#### **Q&A:**

Dress down trend has been theme based lately (e.g. Raptors, Orange shirt etc.) will there be opportunity for regular dress down?

*Yes, some will be themed and some not; however, decided to move away from dress down and pizza combination (observed increase in behavior).*

*Parents are encouraged to contact St. John administration with any questions or concerns.*

Future overnight trips – will there be advanced notice to parents in order to plan?

*Yes, typically provide as much advanced notice as possible for parents to plan and budget accordingly (e.g. for Gr8 Quebec trip in June, details typically provided in January. Muskoka trip was unplanned – the school was taking advantage of a last-minute cancellation.*

*Parents are encouraged to contact St. John administration with any questions or concerns.*

Dances other than Halloween-themed?

*Typically, hasn't been a desire from the students so not clear there would be value in organizing another dance; other than the younger grades, there is typically not much dancing actually done.*

Library for older grades?

*While older grades do not have assigned library time, they can and are encouraged to visit the library and participate in book exchange.*

Asset shirts for sale?

*Yes, order information will be coming out soon.*

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## Next Meeting

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### **Tuesday January 14<sup>th</sup> 7:00 pm St. John Library / gym**

Motion to adjourn meeting was made by Nadia at 9:00 p.m.

#### 2019/2020 CSPC Meeting dates:

- ✓ October – Tuesday Oct 15<sup>th</sup> 7pm (Finance meeting)
- ✓ November – Tuesday Nov 5<sup>th</sup>

#### **January – Tuesday Jan 14<sup>th</sup>**

March – Tuesday March 10<sup>th</sup>

May - Tuesday May 5

June - Tuesday June 16

September 2020 (AGM) to be determined

Items deferred to January 14<sup>th</sup> meeting:

- Create a sign for the apple program to raise awareness as a CSPC funded program (Jeff to design)
- Tactics to raise awareness for developmental assets/student leadership program awareness – flyer to be distributed to parent community; info table at parent/teacher interviews with student ambassadors and video (year-long project) – (Ms. Horbay / Mr. C)
- Options for playground upgrades – including update on board planned upgrades (Co-chairs to work with Mr. C)
- Update on crossing guard & TTC stop relocation (Nadia)
- Research technology eligibility for students with autism through external program (Melanie to work with Mr. C)