**CSPC Meeting**

**2017.3.30**

**7:00 start time**

**Attendance**:

Corbin Tomaszeski (Chair)

Vivianne Rankin (Treasurer)

Kim Cho – (Co-Chair)

Marianne Internicola (Volunteers)

Michael Teixeira, (Volunteer, Events, Pizza Committee)

Elisha Horbay, (Administration)

Sharon Smyl (Secretary)

Jennie Gafney (Fundraising, Volunteers)

Clare O’Shea (Grants, Special Events)

Tanya Bismayer –(Fundraising)

Nadia Niccoli (Fundraising)

Anne Martin – (administration)

Lyne McMurchie – (communications/website)

Anne DeAgazio - teacher rep

Carmen Van de Reest: St. John parish Rep

[Stjohnparentsto@gmail.com](mailto:Stjohnparentsto@gmail.com)

**Bullying/ update:**

Ongoing monitoring happening

Suggestion to have anti-bullying tactics via announcements

Ms. Martin working on connecting w/ local resources to bring in for school use

What about on-site use of Instagram/messaging/images: we need a parent and student presentation on boundaries/protocols of use of IG/texting between parents and kids on campus

Amendment to January minutes: Sharon to update the minutes to swap Nadia and Angela’s name – Michael to pass, Claire to second

**Sponsorship & Grants: Claire O’Shea**

**Play Structure:**

* Colours for the play structure have been selected and approved to move forward
* Timelines to arrive to Ms. Martin first week in April
* Construction tentatively set for April/May 2017
* Ms. Martin to ensure that construction does not impact the timing of the carnival
* Reco to do a ribbon cutting for the play structure at the Carnival

**Outdoor classroom:**

* Location for outdoor classroom ($5k grant)
* Can’t find consensus so classroom to be created at the front of the school;
* Working w/ Evergreen on getting a plan in place;
* Timing for creation is TBD pending Board approval;
* Based on funding requirements, we need to ensure we get it complete by end of June or plan needs to be approved by end of June
* Daycare has offered to do some planting out front as part of the play structure
* Sandbox development/improvement will not be a part of the $5k grant; an alternate solution to be developed
  + **ACTION: Ms. Martin to work on sandbox solution**

**Fundraising Update, Nadia Niccoli, Tanya Bismayer**

**Art Fundraiser:**

* Total amount raised did not reach the target set; perhaps we re-execute in early September to get better results
* Can we tie this to the art curriculum next year? Timing may need to be changed.
* We’ve learned that relying on teachers to support fundraising tactics is not a good approach

**Spring Carnival, Saturday May 6th**

* One meeting has been had
* Broken up into marketing, promotions, etc
* Candy table, bbq, bouncy castles, petting zoo, arts and crafts, lego table, pony rides, bake sale, bbq, raffle baskets
* Working the on promotion and marketing
* No funds confirmed yet for sponsorships
* Can we sell bottled water? Yes we can.
* What is our sponsorship # goal?
* How do we reach into the community for corporate sponsors?
  + **ACTION: Fundraising team to provide a breakdown of the expenses so we can connect each “event” with a sponsor ; can we offer receipts so the biz can at least expense the investment**
  + **ACTION: fundraising to draft a letter to share w/ the council members to garner more sponsorship $$**

**Special Events/Volunteer Update, Claire O’Shea**

**First Communion:**

* Celebration in the event in the church itself hosted by the church itself
* Question to administration of the school hosting a First Communion Celebration the week after the event
* Are there kids at St. John’s not getting First Communion at St. Johns Church?
* Let’s offer them a cupcake and letter from Ms. Martin and Father John congratulating them
* **ACTION: Claire to organize cupcakes and determining date for distribution**
* **ACTION: Ms. Martin and Father John to write letter for kids**

**Confirmation**:

* Celebration for Confirmation students will be a pizza lunch
* **ACTION: Claire to organize pizza lunch for kids**

**Pizza Lunches:**

* For 2nd pizza lunch, some kids were confused as to why there was no milk etc despite letter being sent to parents
* Recommendation is when new parents are offering up to help, let’s use the new ones for pizza lunch to get them more involved in the school

**Principal Report:**

* Successful Carnaval/Heritage Celebration
  + Invited to the Asian Celebration and Ital/Portuguese celebrations in May/June respectively
  + We will continue to participate in more celebrations
  + Asked to host again for the Celtic celebration
* April is a busy month for the school
  + Grad Photo retakes
  + Senior Kindergarten photo shoot
  + Stations of the Cross: April 13th
  + School Psychologist to present April 18th to speak to the LD (learning differently)
  + 2 more sessions of Public Health: focus on younger kids and how to handle anxiety
  + more Me2We to come up over the next month (dance, movie day, etc)
  + Clean up Toronto
  + Confirmation Retreat
  + House/Developmental Assets update: each house to get a shirt design; sizing school and letter will be going to parents on t-shirt ordering
  + Canada 150 Shirts w/ name of school on them: we can use them for the last day of school; looking to do a Canada’s 150th bday party on campus
  + Kinder initiatives:
    - To do something charitable, the Kindergarten class is collecting Canadian Tire $$ to purchase items for St. Michael’s Catholic School
    - **ACTION: Administration new letter written to parent community explaining why we are donating $ to St. Michael’s and our long history with helping out the school**
  + Cash Online update: report w/ results went to corporate affairs (84% in favour of implementing) but Trustees did not pass it (need 2/3 of trustees for not passing)
    - **ACTION: Ms. Martin to find out why Trustees are not aligned with parent’s majority decision**

**Financial Budget: Vivianne/Corbin**

Considering the account back National bc CIBC is closing down when we need banking services and bank fees are not all being reversed

ACTION: Corbin/Vivianne to investigate further

**Budget updates:**

* Total Shortfall to date: ~$12k
* Shortfall we are mapping to based on current plans: $6k
* Do we strive to make up the short fall or do we make cuts to the budget?
* We’re aligned that we spend what we have projected and no more

**Budget Cut options:**

* Family fitness - $700
* Confirmation – won’t do full spend $350
* Communion - $400
* Guest Speakers - $850
* Musical Instruments - $1000
* Principal’s Fund - $1000
* Devt Assets - $1000
* French Resources - $500
* **Total removed from budget: $6500**
* Motion to pass existing balanced budget: Marianne to pass, Michael to second
* Motion to pass to temporarily freeze the $6500 spend/ reduce Budget by $6500: Tanya to pass, Lyne to second

**Parish Update:** Carmen Van De Reest

* Stronger interest in the parish/school liaison
* Father John has commended St. John school for all the efforts being made from the school
* Bulletin Board has been put up at the church w/ photos from school initiatives
* Rosaries have been given to all the first communion kids
* Explanation of the receiving of the ashes
* Upcoming dates to note:
  + Parish Family Day: May 5th 
    - The total parish and student body to circle the church and give it a hug w/ photography being done with a drone
    - **ACTION: Carmen to work w/ Ms. Martin on Church hug and marketing for that**
  + Father John’s 44th Anniversary as priest: May 12th
    - **ACTION: Ms. Martin to send Father John a note to congratulate him on his anniversary**
  + Deacon Paul’s 1st Anniversary as Deacon: May 27th
    - **ACTION: Ms. Martin to send Deacon Paul a note to congratulate him on his anniversary**
  + 85th Anniversary of St. John Church – June 5th

**Ontario Association Parents in Catholic Education Update, Rosa Murphy:**

* OAPCE home work help link: www.oapce.org/homework-help
* TVO has set up a homework help site, Tutor chat supported by retired teachers
* ACTION: we can get posters for the school to let ppl know about the OAPCE offerings
* Next meeting: April 24th at Catholic Education Centre
* May 3rd: cohosting TCDSB a liturgy service/walking tour going from station to station
* Parent/Student Charter of Rights survey due March 31, 2017
* Saturday, April 1st: Catholic Education centre is hosting a Special Education Conference

**Website/Communications; Lyne McMurchie**

* Adding archived materials
* Launching of the site to happen by mid-April

**Next meeting:** May 11th, 2017 at 7:00 pm

Meeting adjourned at 9:00