**CSPC Meeting**

**2015-11.25**

**7:10 start time**

**Attendance**:

Calum Hradi Student Council

Corbin Tomaszeski (Chair)

Greg Chow (Co-treasure)

Vivian Rankin (Co-treasure)

Carmen Vanderreest, Church/Community Representative

Michael Tiexeira, (Volunteer Committee)

Clare O’Shea (Special Events/Grants)

Marianne Internicola (Fundraising)

Jeanette Coley (Fundraising)

Jennifer Brault (Administration)

Elisha Horbay (Teacher Rep)

Ann Martin (Administration)

Eneida Contreiras (Communications/Website)

Terry Isaac (Parent)

Beth Melnychuk (Parent)

Sharon Smyl (Secretary)

Jenny Gafney (Volunteer Committee)

**Meeting Agenda Items:**

* Review and approval of 11.25.15 minutes
* Principal’s report
* Fundraising update
* Treasurer Report
* Special Events Update
* Grants/donations Update
* Church/community Update
* Communications udpate

Minutes 11/25.15 Passed – Greg Chow, Clare O’Shea

**Principal’s Report:**

Playground etc:

* Long term project between two schools
* Up front temporary solution: completed by spring 2016
* Convent land completion: summer of 2017
* Will be working w/ students/committee to develop the larger plan
* Select 5 ppl (local parents w/ relevant experience, member of council, Ms. Horbay, CSAC exec member)
* Next meeting happening in March

Follow up on questions regarding CSPC funds raised:

* Next meeting administration will be taking council through where the funds are being spent in this school year and where the balance stands to year end.

School Pictures:

* Does council want to consider changing school photographer?
* He’s cheaper and also offers up Santa pics that act as fundraising opportunity for the school using local guy, and does communion and confirmation pics
* Our current 2 year contract has expired
* **ACTION**: agreed to change to latest photographer; contract will be handled by administration

March 1st Day & evening presentation:

* March 1st presentation by Ian Tyson via the developmental assets budget to the 5/6 & 7/8’s
* St. Dennis will be sharing the speaker
* Speaker topic: resilience, perseverance, etc
* **ACTION**: administration to issue communication to impacted school community to inform parents on topics being covered

Social Media education presentation:

* Concern over what the kids are exposed to on Social media
* Internet safety is the objective
* Audience is primarily for parents
* Need to ensure parents are informed and in attendance
* Timing To be confirmed by administration along w/ communication out to school community
* **ACTION**: administration to issue communication to parent community impacted

Christmas Break Vote:

3 options are due to the board by Friday, Feb 5th

* 12/19 – 12/30 – return 1/2/17 – this has cost implications
* 12/26 – 1/6 – return 1/9/17 – this aligns w/ public board
* 12/21 – 1/3 – return 1/4/17 – this has $60k/ day implications
* Option 2 was the majority.
* **ACTION**: administration to relay results to TDCSB

School events: how do parents know when events/school sports are coming up?

* Can we please add important dates to the CSPC calendar and add a subfolder w/ the list of all the activities happening w/in the school
* **ACTION**: Eneida to update the website with all events that are on the school agenda and will update w/ timing/coaching/teacher assigned to the program

**Fundraising Update:** Marianne Internicola/Jeanette Cole

“Out all night” update: (2/27/2016 at Ted Reeve Community Centre)

* Communications have begun
* Tickets are being sold and gathering items for the silent auction
* Needing more response from volunteers for supporting the event
* Marianne to develop a list of jobs for night of the event to support
* New DJ this year who is a parent in the community
* Fundraising will be set up at the parent teacher interview night ; communication will be going out in advance of that
* Eneida volunteered to help to sell tickets the night of parent teacher interview
* Opportunity to use mobile payment which will have a fee attached (1.5% per transaction); **motion to move forward: Marianne motion to move: Clare O’Shea/Jen Gafney to pass**
* **ACTION:** MARIANNE to look into setting up ticket selling at Shrove Tuesday at Church
* **ACTION:** Fundraising/Volunteer reps to look into gathering more volunteers for event

Readathon Update:

All is going fine, will update w/ results for next meeting

**Special Events**: Clare O’Shea

Communion/Confirmation:

Ms. Martin:

* St. Dennis is not doing an event after the ceremony and are doing an in-school luncheon for both confirmation and communion which means we are not doing anything post-service w/ St. Dennis

Carmen/Church:

* St. John’s April 24 at 1:30 pm in the church; May 1st is St. Dennis and the public school (if you can’t do the 24th, you can attend the 1st);
* Photographer will be brought in if parents want to get pics done but it is not mandatory; he will do the group photo shot; school does not cover the cost of the photography
* Will shields be created this year?

**ACTION**: Ms. Brault to follow up w/ teachers and Carmen

* The church will book the hall if the school wishes to host the apple juice/cupcakes
* Grade 1 parents are on point to host the event;

**ACTION**: Clare/Eneida to assign Gr.1 parents to organize the event w/in $550 budget

Confirmation: May 15th at 1:30

* Confirmation is happening w/ multiple schools this year
* Can we do something at the school dedicated to the St. John’s kids?
* We have $1000 in the budget;
* Could coincide w/ the 5/19 school mass already happening
* **ACTION**: Clare to dig into parents who want to help support a party/celebration for the confirmed kids
* **ACTION**: administration to dig into whether or not the participants can be celebrated at the 5/19 mass

Graduation: no updates yet; 6/23 is the date; CSPC budget has been assigned

Volunteer Update: Michael/Jenny

* Pizza lunches: all fine
* **ACTION**: pizza lunches to be updated on the website calendar
* Spring Carnival: now is the right time to address students to let them know that they can earn volunteer hours for the event
* **ACTION**: Marianne to send out # of students needed
* **ACTION**: Michael/Jenny to send email to Neil McNeil and Notre Dame and Malvern alerting to volunteer hours opportunities

**Treasurer Report:**

* Sharon makes motion to pass financials; passed by Claire O’Shea

**Grants/Sponsorshipos:**

* Metro Green Apple Grant application accepted: $1k (going to food revolution project)
* Evergreen Brickworks grant application is due March 28th
	+ **ACTION**: Ms. Martin to invite Karen back from Evergreen Brickworks to get her approval/feedback on our initial presentation so we know if/when we can proceed to the March 28th application deadline

**Community/Church Representative: Carmen Vandereest**

* Has been in touch w/ all ministries at the church and they are all happy to be working w/ the school
* Put in a notation in the newsletter regarding the Christmas card act of kindness (part of dev’tal assets)
* Read On program in the newsletter: people from the church have committed to regular Read On days at the school; kids are thriving thanks to the volunteers
* Working w/ JK/SK church tours each Friday in February to get access to the church for tours (Ms. Valentini’s classes) so teacher can do the tours herself
* Needs deadline for newsletter from Ms. Brault – last week of each month
* Catholic Women’s league: games nights
* Black History Month: why was there nothing in the calendar as far as promoting it in-school; Brault: it is school specific as to how they manage it, at St. John’s, it is being teacher-led (not mandated by the school)
	+ **ACTION**: Ms. Martin will be looking into what is the school-wide approach to supporting Black History Month for this February and ongoing
* Shrove Tuesday: 2/9/16 … 5:30 – 6:30 at the church; $15/family; Grade 8’s will be helping out to support the event

**Communications**: Eneida Contreiras

* Website is updated and regularly updated
* SjWAG needs to be sent to Eneida weekly at stjohnsparentto@gmail.com

Meeting adjourned 8:55 pm

Next meetings: March 2nd, April 27th, June 15th – 7:00 – 8:30 pm