**St. John Catholic School CSAC Meeting October 20, 2014**

In attendance

Ms. Brault

Ms. Martin

Corbin Tomaszeski

Cate Gaudet

Jacky Arminen

Greg Chow

Mary Lagonia

Sharon Smyl

Clare O’Shea

Nadia Niccoli

Jeanette Coley

Ms Horbay

Megan Torrens\*student reps

Rebecca Moen \*student reps

Plus numerous parents

Meeting began at 6:45

Corbin welcomed everyone and stated that this is a new year with uncharted territory—it is the year of change. His objective is to try to marry parent community and teachers, parents, students and church and to streamline objectives and work together as a team with greater transparency.

Jacky introduced the members of the executive.

**COMMUNICATIONS**

Sharon Smyl made a presentation on communications which re-iterated the information she provided at the last meeting. The Communications team will get communication out to the school, make sure channels of communication are covered and that the audience understands what they are receiving. She noted that the CSAC webpage has been re-vamped by Jennifer Gray-Smith, and that a central CSAC email will be provided shortly and all communication can go via that address.

Sharon noted that the website should make it easy to find things and should contain all the info parents need on there. All the forms that we can legally put on the website will go on it.

Communications will make sure the calendar is updated as far in advance as possible, and even if there is a tentative date, it should be on there. Information can have the caveat of ‘this date might change’ but we are hoping to make it happen just so parents know what is coming up.

The website should be a “one stop shop”. We want sjwag to work harder for us, and include a link to the website. To that end, CSAC needs to make sure we are feeding Ms. Brault information in a timely way.

How do parents communicate with the school? Some teachers have a system set up but we need to have one school wide platform so we are all on the same page regarding method and timeliness of communication.

**PRINCIPAL’S REPORT**

1. **FDK/ELP Update**

* Admin to meet with the Architect and TCDSB facilities staff on Wednesday, October 22
* Admin recently informed that the delay in completion of the rooms was due to millworkers being replaced for failure to meet deadlines
* once occupancy tests passed, will inform community about move into the classrooms

1. **Library**

* Ms. Reguly providing library services by visiting the classrooms and taking selected books for students to sign out

1. **Technology – Student Achievement/ Engagement**

* Staff do not believe in “teaching to a test” but the standardized tests used by the TCDSB serve to inform our teaching practices, as well as inform staff on how our students fair in relation to provincial standards
* We score above Board and Provincial levels for Math – however, staff dialogue continues to address the drop in achievement from Gr. 3 to Gr. 6 (20% drop in Math scores between divisions)
* Staff and admin use data collected from Kindergarten to Gr. 8 (variety of assessment tests) to track individual student achievement, inform teaching practice and improve student engagement
* Staff working with other schools to share best practices to improve student achievement in Math, Language

St. John staff has made a commitment to keep Math language/terminology consistent between divisions; professional dialogue has started between the divisions to address gaps

* When Admin ask for CSAC financial support for purchasing iPADs it is not solely for addressing the pillar of “Mind”; we strongly believe in a multidisciplinary approach that addresses other areas of need (ie. More extra-curricular options; Skills competitions)

Principal Martin outlined the points above and then addressed questions from the floor, including whether the school is stuck with Nelson math and whether all schools use the same textbook.

Ms. Martin said there has been a change in direction and teachers can now supplement with other resources. Ms. Martin looking and seeing how technology can be used to deliver programs to students

We are a little bit further behind as a school we need to catch up in both math and language for achievement and learning. She stated that mobile technology is combining all these things, and studies show that bringing devices into the school is enriching learning for the kids.

Ms. Martin cited the example of the Prodigy math program which is currently in use by students at the school. Kids love it, and although there are a couple of glitches with Prodigy, it is game-based learning. This is part of the reason admin is requesting that CSAC purchase Ipads.

Ms. Martin made contact with the IT department for the Board and found that Ipads are most accessible and although they cost a bit more to buy from the Board, in terms of getting them imaged and having a warranty, that is our best route for purchasing. The admin is hoping to have an ipad and a projector in every single classroom. We are moving away from smart boards because the cost is not coming down.

There was some discussion of the Raz kids reading program. Ms. Brault has used it before and thinks it is excellent. Raz is levelled books, with an Ipad app which tracks reading. Kids can do it at home. The admin has asked for licenses to pilot it.

The parents emphasized that it is important that the apps used at school are also usable at home.

There was a discussion regarding rote learning (i.e. multiplication tables). Ms. Martin stated that conversation around rote has resurfaced and all the staff agree that the recall for certain math information is not there and should be worked on.

\***Please see PowerPoint regarding Technology and Learning presented by Ms. Martin, which is available on the CSAC website.**

**FUNDRAISING**

Mary, Nadia, Jeanette and Marianne are looking after all the events that bring money into the CSAC budget. Their team looks after all special, non-chargeable special events, like the Halloween dance, First Holy Communion etc. The Fundraising team provided a power point presentation. It is included here:

The objective of the Fundraising Committee is:

* To support school and community initiatives that build the mind, body and spirit of the St. John School community

Strategy

* **Primary Strategy**: Develop, manage and execute key fundraising initiatives within the 2014/2015 school year that ladder up to the CSAC mission, which focuses on building a strong mind, body and spirit for St. John students, families and our school community
* **Secondary Strategy:** to continue to build the school community through event based (non-paid) initiatives that aim to build a strong spirit amongst St. John students, staff and parents

Proposed Fundraising Events:

“Gift of Giving” Program

* Timing: November 4 x 3 weeks
* Description: Magazine, E-Magazines and Photobook/Memory Making items to be sold through the students
* WHY: Promoting literacy within the school community while also teaching the students about giving back through *Feed The Children* “chicks” initiative and cumulative prize chart
* Parent Lead: Mary Lagonia
* Volunteers Needed:
  + 3 for bundling prior to or on November 4
  + 2 for school assembly
  + 3 for ongoing maintenance (Mary + 2 others)
* Goal $10,000 (Each student must sell 3-4
  + - * + subscriptions to hit this goal)
* Expenses $250.00 for two classes to win Pizza Party
* Would like to offer a spirit day for all children in the school if
  + - the goal is reached. Ms. Martin to confirm

Christmas Concert Bake Sale and 50/50 Draw

* Timing: Late November (TBC by Ms. Martin)
* Description: Let’s celebrate the season by offering our families of St. John sweet treats and 50/50 tickets to win some much needed cash during the holidays
* Bake Sale Parent Lead: Dianne Bonhomme
* 50/50 Draw Parent Lead: TBC
* Volunteers Needed:
* ALL CSAC and parents for baking
* 2-4 to work the table the night of the concert
* 2-4 for raffle
* Goal: $1,500
* Expenses: $50 for packaging
* Petty Cash: $50 to purchase water

Winter Fling

* Timing: February 21/28, 2015
* Description: It’s a Winter Wonderland for parents to come out and enjoy a night of entertainment, good food, new friends and more
* $25-$50/ticket
* Venue Possibilities: Ted Reeve Arena or Balmy Beach Club
* Parent Leads: Nadia Niccoli & Marianna Internicola
* Volunteers Needed:
* 2 for Communications
* 3-5 from Community Outreach for silent auction items
* 2 for corporate gifting
* 2-4 for silent auction items
* 5-10 for day of event set up
* 5-10 for evening event management
* Goal: $7,000
* Expenses: $3,000

Read-a-thon

* Timing: February 2015
* Description: Encouraging children to read for pleasure, education and fundraising. The greatest gift you can give a child is spending time reading every day.
* Parent Lead: TBC
* Volunteers Needed
* 2-5
* Communication to parents to be sent by Jan 15
* Goal: $5,000
* Expenses: TBC – Parent lead to advise

Spring Carnival

* Timing: May 9 or 16, 2015 9-3pm (confirming date with Parish)
* Communications
  + Student led poster contest to post in surrounding community and businesses
  + Save the date e-vite to be sent by April 15
  + Official invitation to be sent by April 25/May 1
  + Raffle ticket communication 10 days prior to the event
* Volunteers Needed
  + TBC by January 2015
* Goal: $10,000
* Expenses: $3,500
* Activities
  + Baskets
  + Games/rides
  + Photo Booth
  + Jumpy Castles
  + Book Sale
  + Raffle
  + Food Trucks
  + Caricature Drawings/Face Painting
  + Vendor Tables
  + Indoor Garage Sale

Community Events:

Halloween Dance (Friday October 31)

* Student Council Led
* 2-4 Volunteers (decorations)
* Ms. Martin to confirm date/time
* Communication to parents to be sent by October 27

Sacraments (April-June 2015)

* First Holy Communion & Confirmation
* Grade 1 and 7 parent volunteers required

Year-end FUN Day (June 2015)

* Teacher/Student led
* CSAC to provide refreshments (popsicles/freezies)
* Expenses: $250.00

Graduation (June 2015)

* parent volunteers needed to organize event in June
* parents to solicit T-shirt donations from community

Proposed Fundraising Programs

Pizza Lunch Program (Beginning October 31)

* + Parent Leads: Angela Visconti, Michael Teixeira and Jennie Gaffney
  + Additional Volunteers: Leads to confirm
  + Profit Margin: TBC by leads
  + Goal: TBC by leads
  + Expenses TBC by leads

**TREASURERS’ REPORT**

Greg Chow presented the Treasurer’s Report. It is appended to the minutes. There was discussion and debate about the fact that the numbers projected in the report are not the same as those forecast by the special events team. Jacky was concerned that the budget did not capture all the line items that will generate money for CSAC this year. It was agreed that we can pass the budget and amend it at a later date. Cate Gaudet brought the motion to pass the budget, it was seconded by Sharon Smyl and a quorum was reached with the voting members. Jacky will tell Greg what amendments she wants to see to the budget for the next meeting

**VOLUNTEER COMMITTEE**

Michael and Angela noted that we are fortunate to have a great group of parents who want to be involved. Mike and Angela’s role is to make sure that parents who want to volunteer are heard. The volunteer committee is asking for help and will be circulating a letter asking for help from parents, as they want to expand the pool of volunteers. They are really looking for someone to take over pizza lunch as it has been set up but there is nobody to run it on the one day a month it requires attention.

The committee will also notify Sharon about the need for volunteers for upcoming events, as it can be published in the SJWAG for the preceding week. Hopefully this last minute ‘ask’ will help locate some parents who can spare a bit of time.

**OUTREACH COMMITTEE**

Claire O’Shea, along with Ms. Horbay and Jacky have looked into working on the 3 pillars in their outreach. For spirit, Jacky is liaising with the Church as she has connections there and will talk to them about our fundraisers.

For mind, Claire is attempting to obtain a grant for the engineering and structures room, which would assist the robotics club and Skills Ontario competition. Claire and her team are looking at filling in as many grants as possible, but she has been told they only have a 10% chance of success.

As for “body”, they will approach local businesses with a form letter and a specific goal in mind (ie. equipment for the PALS program). The team is hoping that they will get extra money and they will be going out into the community and getting as much as we can.

It was noted that Nadia and Corbin secured a $250 Community outreach grant from Shaw.

Corbin made a motion for CSAC to accept the way the election proceeded at the AGM. The motion was seconded by Mary and a quorum was reached. Motion was passed.

Corbin made some closing remarks, then set the next meeting for Monday, December 15th at 630 pm.

Meeting adjourned.

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| **CSAC 2014/2015 Forecast Operating Expenses** | | | | | | | |
| **Operating Expenses** | **2014/2015** | | **2013/2014** | **% Chg** | **2012/2013** | | **% Chg** |
| GOAL OF CATHOLICISM | | | | | | | |
| First Holy Communion | $650 | | $653 | 1% | $650 | | 1% |
| Confirmation | $450 | | $480 | -4% | $500 | | 733% |
| Principal's Discretionary Fund \*(To financially assist St. John families) | $3,800 | | $3,800 | 0% | $3,800 | | -1% |
| TEACHER SUPPORT | | | | | | | |
| Classroom Materials ($200/each for 29 teachers) | $5,800 | | $5,490 | -5% | $5,800 | | 44% |
| COMMUNITY BUILDING | | | | | | | |
| Year End BBQ | $0 | | $781 | -2% | $800 | | 22% |
| Halloween Dance | $0 | | $131 | 31% | $100 | | 0% |
| JK Welcome | $300 | | $130 | -57% | $300 | | 408% |
| Newsletter (Scoop) | | $0 | | $0 | | -100% | |
| CSAC & TCDSB SHARED PROGRAMS | | | | | | | |
| Graduation | $1,000 | | $1,159 | -23% | $1,500 | | -3% |
| ENHANCING STUDENT EXP. | | | | | | | |
| Scientist in the School (18 X $184/each) | $3,496 | | $4,730 | 10% | $4,300 | | -12% |
| Academic Contests - Math (U of W) | $300 | | $296 | -51% | $600 | | -1% |
| Library Resources | $1,100 | | $1,100 | 0% | $1,100 | | -7% |
| Athletic Development | $500 | | $496 | -1% | $500 | | 0% |
| Musical Instruments repairs/new | | $3,000 | | $0 | | $1,000 | |
| OTHER | | | | | | | |
| Recommended Funding Request Approvals for 2014/2015 | | | | | | | |
| French resources | | | | $400 | | | |
| Color keys program | | | | $500 | | | |
| Robotic | | | | $3,000 | | | |
| Technology update ipad 10 mini & reg | | | | $7,000 | | | |
| Technology update projector | | | | $1,500 | | | |
| **Total Forecast Operating Expenses** | **$32,796** | | **$19,246** | -8% | **$20,950** | | 13% |