

# Minutes

## St. John CSPC Meeting

October 25<sup>th</sup>, 2022 | Meeting called to order by Teja Ricalis

### In Attendance

Lisa Agis-White, Teja Ricalis Claire O'Shea, Kerry Fraser, Nadia Niccoli, Sonia Perez Maldonado, Becky Sherlock, Kate O'Brien, Bianca Fetros, Cathy Blewett, Adam Aguzzi, Barry Chatterton, Lisa Aguilar, Melanie Battaglia

Faculty / Admin: Ms. Horbay; Mr. Kerr

**Regrets:** Marianne Internicola

### Opening Prayers & Land Acknowledgement – Ms. Horbay

### Approval of Minutes & Outstanding Updates

B. Fetros passed the minutes from previous meeting and B. Sherlock seconded the minutes

### Principal's Report – Mr. Kerr

<b>STAFFING &amp; School Data:</b>	<ul style="list-style-type: none"> <li>• <b>Vocal Music</b> - unfilled</li> <li>• <b>Library Technician</b> - unfilled</li> <li>• <b>LTOs</b> - Grade 1 (Ms. Santana) and Special Education (Mr. Harris)</li> <li>• Current enrollment: 368 students</li> </ul>
<b>TCDSB UPDATES:</b>	<ul style="list-style-type: none"> <li>• Secondary School applications due November 1st.</li> <li>• Progress Reports go home on November 15th.</li> <li>• No details regarding parent teacher interviews have been shared as yet, will likely be the week of November 15<sup>th</sup>.</li> </ul>
<b>St. John UPDATES:</b>	<ul style="list-style-type: none"> <li>• Triple C (student leadership team) Scare Away Hunger food drive runs from October 24th to October 31st.</li> <li>• City Cross Country Meet @ Earl Bales this Thursday. 47 athletes have advanced. Team captured both the divisional meet and South Region titles.</li> </ul> <p><b>EQUITY WALK:</b></p> <ul style="list-style-type: none"> <li>• On October 17<sup>th</sup>, members of the TCDSB Equity Department joined Mr. Kerr, Ms. McFarquhar, Safe Schools and DEI Rep Tara Duff, and students Nixon, Sebastian, and Gabriella.</li> <li>• An Equity Walk is a non-evaluative process that seeks to offer feedback to schools regarding taking next steps along the equity continuum.</li> </ul> <p><b>FEEDBACK:</b></p> <ul style="list-style-type: none"> <li>• Relevant displays were obvious throughout the building, the library had some books on display but could also include an emphasis on diverse authors and themes through posters, more books, etc,</li> <li>• The team noted that students seemed engaged</li> <li>• Students on the team noted that they want to see more activities offered to students outside of traditional sports offerings (the Equity noted similarly)</li> </ul>

	<ul style="list-style-type: none"> <li>• A suggestion to engage students in permanent art displays in common areas both inside and outside of the school.</li> <li>• An increased focus on the TCDSB Heritage of the Month - ensuring that displays were current.</li> <li>• Empower students to lead events representing diverse themes and topics.</li> <li>• Engage more with our Community Relations Officer and the Equity team going forward.</li> </ul> <p><b>SCHOOL PLANS:</b></p> <ul style="list-style-type: none"> <li>• Our School Improvement and Equity Plan (due November 4) and Safe School Plan (due November 18) are in the process of being completed.</li> <li>• An adapted version of the TCDSB Safe and Caring Schools Survey with questions from our Safe Schools Rep Tara Duff was given to Grades 5 to 8 to complete.</li> <li>• SIEP will have a numeracy goal (informed by grade level common assessments) and an equity goal (informed by community input).</li> </ul>
<b>FACILITIES:</b>	<ul style="list-style-type: none"> <li>• Ms. Reis' class has been in the library since last week. A work order has been put in to address the concerns in the classroom.</li> </ul>
<b>Additional Info</b>	<ul style="list-style-type: none"> <li>• EQAO data will be released October 26th</li> </ul>

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## Fundraising Forecast – Revenues & Grants

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See attached PowerPoint

B. Sherlock led the Fundraising Committee's presentation (see attached PowerPoint) outlining their preliminary fundraising forecast for the 2022-2023 Academic Year. The forecasts are conservative given the community's re-opening following Covid and the current cost of living increases that many families are facing.

Overall, the goal this year is to draw on successes and lessons learned. A primary focus will be to promote St. John in the community. The committee will continue with popular fundraising initiatives with high net revenue potential (ex. Pizza Lunches), while trialing some new initiatives that are easy to manage.

The forecasted fundraising revenue for 2022-2023 is **\$37,000**.

Some notes in addition to the attached PowerPoint:

1. **Pizza Lunch:** This initiative has always been solid at generating revenue and is well-received. Of note, there will be a slight increase in cost for the new year.
2. **Halloween Dance-a-Thon:** With one week to go, St. John has raised approximately \$1500 through online donations and approximately \$300 in cash. Promotional material will be sent this week and posted on social media to drive up these donations prior to the event.
3. **Spirit Wear:** Ordering of St. John Spirit Wear will be part of the fall initiative. This program does well. C. Blewett suggested the possibility of having a table at the Christmas Concert – or other events – with ready-to-purchase items, which may improve sales. The committee was in agreement that this would be a fantastic idea.
4. **Parents Night Out vs. Spring Carnival:** Due to the amount of work associated with both events, the committee discussed choosing only one of these to focus on for 2022-2023. The committee felt that the Spring Carnival would be the better choice this year. The Spring Carnival has been popular in years past, is more inclusive of families and would attract more members of the community and neighbourhood.

The Fundraising Committee introduced some new initiatives for this year:

1. **Christmas Poinsettia sale:** This is a new idea and one that the Fundraising Committee is actively looking into. There are some logistical challenges that may need to be ironed out, so official details will be released at another date.

2. **Movie Night (early February):** Held in the gym for students and families – with a concession stand. Great way of getting students together.
3. **Krispy Kreme sale:** Either Valentine’s Day or Family Day. This event has a great return on investment, is fairly easy to organize, store and not to mention, its delicious!
4. **Spirit Wear TOQUES:** The Spirit Wear campaigns at St. John are always a hit – Mr. Kerr mentioned that at his previous schools, they designed a Spirit Wear Toque that sold very well. The Committee agreed this sounded great – Mr. Kerr will be sending some mock-up designs, based on his previous experience. The Committee discussed this possibly being a separate campaign over the winter.

Some GOOD NEWS:

The Christmas Concert is happening this year! It will be held on Tuesday, December 13<sup>th</sup>. The permit has been booked.

There was some discussion about St. John participating in the Kingston Road Santa Claus Parade. C. O’Shea will look into the application details and will share this information broadly. C. Blewett suggested participating in the Easter Parade as well.

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## Finance & Budget – Claire O’Shea

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See attached Budget Report

Drawing upon details from the 2021-2022 budget, C. O’Shea presented the proposed budget for 2022-2023. The Committee conferred on teacher asks for the year, as well as sub-committee asks and approved the attached budget for the 2022-2023 school year.

Total Working Budget: **\$36,180**

This is a conservative budget, with an estimated surplus.

N. Niccoli motioned to approve this year’s budget, S. Perez Maldonado seconded.

Immediate action items:

The Committee was in agreement that access to student devices was hugely important. K. Kerr noted that many sponsored board activities, especially for math, are tech-based. Current tech is aging and the demand has increased. Therefore, approved for immediate action, was the purchase of additional Chromebooks for students up front to equip St. John for use this academic year.

B. Sherlock inquired as to whether we should be allocating money based on EQAO results. K. Kerr responded by clarifying that the money associated with this should be part of the capital budget, similar to the Safe Schools initiative.

Summary – Estimated Revenue:

Fundraising revenues approx: \$35,000

HST rebate expected - approx: \$1,000

Rolled over funds from last year - approx: \$1,000

Total: \$37,000

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## Q&A / Misc.

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C. Blewett inquired as to the status of the board implementing tech plan (Student Device Program) with equipping every grade 5 and 9 with a Chromebook. K. Kerr responded that it is close to happening, project managers are currently working on the administrative roll-out, they were initially expecting October, but information will be shared broadly. The grades for implementation have changed several times.

N. Niccoli asked about whether the Grade 8 graduation trip would be independently funded. K. Kerr mentioned that a portion would be covered by the Principal’s Discretionary Fund.

B. Sherlock inquired about whether St. John had any plans for learning loss as a result of the pandemic closures over the past few years. K. Kerr mentioned that, while there are no specific plans, the school had an excess of unused tutoring hours that are funded by the Ministry of Education. Families can access these resources virtually or in-person. None

were used last year. An information e-mail to parents with permission forms will be sent out shortly, which includes an approved vendor list.

B. Chatterton (Parish Rep) reminded Council that St. John Parish First Communion classes have commenced and looked forward to seeing students at Mass October 26, 2022.

K. Kerr updated the Committee regarding the Convent space, located immediately west of St. John School. Three weeks prior, several board members were involved in a walk-around of St. John, and specifically examined this space and parking allocation. All were in agreement that St. John would benefit from the development of a playing field in this space, while ensuring adequate parking (2/3 field, 1/3 parking). K. Kerr will keep the community updated with any imminent plans for this project. The Committee expressed gratitude and excitement over this proposal and look forward to hearing more.

K. Kerr also mentioned plans for affixing a gate to the west driveway, currently being occupied by the school's garbage and recycling bins.

N. Niccoli noted that Sebastian Niccoli, in attendance, is the St. John Student Representative for this CSPC meeting. The Student Leadership program will be calling for any students interested in participating in future CSPC meetings. The Committee agreed that the presence of a student representative would be important in understanding frontline needs of students and offers a unique perspective on many issues.

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### Closing Prayers – Ms. Horbay

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### Next Meeting

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The next St. John CSPC Meeting is scheduled for Tuesday November 22