

Minutes of Catholic School Advisory Council (CSAC)

St. Louis Catholic School

November 24, 2005

ATTENDEES	
Patrick Robins – CSAC Co-Chair Sara McDonald - CSAC Co-Chair Valerie Devine – CSAC Co-Secretary Connie Gemma – CSAC Treasurer Rosanne Morris - Principal Giulia Di Carlo - Teaching Staff Debra Zimmer – TA	
Oriana Bono Rosario Gálvez Blanca Gonzalez	Margaret Kalsi Claudette Piscione Jorge Robassio

Prayer – For Catholic Education

O, Holy Spirit, source of truth and grace for those entrusted with the Christian development of children, enlighten our minds, strengthen our will, fill our hearts with generosity so that our homes, our parishes and our schools may co-operate effectively with You, and with one another in the mission of Catholic Education. We make our prayer through Christ Our Lord. Amen

Welcome and Introductions

Mr. Robins:

- welcomed all who showed up at this snowy evening’s meeting

Approval of the Minutes from October 13, 2005

Correction to Minutes from October 13, 2005

Mr. Robins indicated that a fund-raising committee has not yet been formed as indicated in the October 13 minutes “A Fund-raising Committee was formed, led by Mrs. Piscione. Committee members include: Mrs. Gonzalez, Mrs. McDonald and Mrs. Lorens/Osmanski and they will solicit help from other parents when needed”.

Mrs. Piscione and Mrs. Kalsi are co-ordinating the chocolate fund-raiser and Mrs.

Gonzales and Mrs. Lorens/Osmanski will help in fund-raising activities when required.

With the correction indicated by Mr. Robins, the Minutes from October 13th were approved by Sara McDonald and received a second approval from Connie Gemma.

Principal’s Comments

Ms. Morris:

- indicated it has been a very busy season: report cards, testing, excursions, directions from the Ministry and the School Board
- indicated that since the last meeting on October 13, there have been:
 - new directions from the Curriculum and Accountability Office at the TCDSB:
 - EQAO results - the Data Integration Platform – provides information to inform instruction
 - results are available on www.tcdsb.org and www.edu.on.gov.ca-- look for the St. Louis School Report (copies distributed at today’s meeting)
 - St. Louis students are performing very well and parents have to understand that these tests indicate performance of a student on one particular day: in other words, a “snapshot” of abilities in aspects of literacy and numeracy
 - Grade 3

Reading

School	Board	Province
53	55	59

Writing

School	Board	Province
62	63	61

Writing

School	Board	Province
44	61	66

- Grade 6

Reading

School	Board	Province
65	58	63

Writing

School	Board	Province
73	58	59

Writing

School	Board	Province
62	54	60

- local school action planning will begin in the new year to set goals to meet targets set by staff in the area of student performance ... teachers will meet to examine the data with a focus on what to emphasize in the curriculum; parent consultation in this process will be invited
- enhancing our professional learning community
 - Divisional meetings will be held with staff, in January to share important information from teacher 'inservices' in the areas of:
 - Early reading strategy
 - Early math strategy
 - Junior literacy: math and language
 - Assessment and evaluation in the intermediate divisions
 - wealth of resources from the Ministry of Education for teachers – now in our library
 - Ms. Morris showed some of the new teacher resources which are available for classroom support, purchased by the board and the Ministry for St. Louis teachers
- Sacramental preparation and visits from Father Sultana:
 - Grade 2 preparation for First Communion and First Reconciliation: Father Sultana has met with parents and shared the schedule for sacramental preparation
 - Grade 8 preparation for Confirmation – Grade 8s are involved in a community service learning project for The Daily Bread Food Bank; Blue and White Day tomorrow
 - Mrs. Di Carlo spoke about the great work that is being done by the Grade 8 students and they have scheduled many theme days which will help families in need as the Grade 8s will be collecting food for the Food Bank
 - There will still be the annual St. Louis collection for the mitten tree tree, on the evening of the Christmas concert
- Christmas Concert: December 21st at 7:00 p.m.
 - Grades K to 4 will perform
 - Grades 5 to 8 will form a choir – although only those in Grades 5 to 8 who want to be in the choir, will be in the choir
- kick off Assembly for the Chocolate Bar Fund-raiser on Monday, November 21st went very well
 - daily draws are now happening and the event is going very smoothly thanks to Mrs. Kalsi and Mrs. Piscione
- Remembrance Day Ceremony went very well

- the assembly included a video presentation, liturgical dance, poetry readings and celebration of song
- the students received the message of hope through witness to the themes of love, honour and courage
- Budget Report
 - Ms. Morris provided a copy of the School Management Report dated November 24, 2005
 - the 'Avail .Balance' for Instructional Expense (e.g. text books, audio visual aids, ...) is \$28,424
 - the 'Avail. Balance' for Non-Instructional Expense (e.g. photo-copies, fax, telephone expenses, ...) is \$61
 - the school did receive additional funds toward the budget when we submitted the Health Action Plan
- Thanks to Parent Council, the following items have been received:
 - visible signs of faith – wall plaques outside every class – also thanks to Mr. and Mrs. Kalsi who had the work done for the school
 - Artist in the school – for grades 7 and 8 for one full week sponsored by the Ontario Arts Council and CSAC
 - Buses for: Grade 8s to Mansfield; Grade 3 and 4 to Lorraine Kimsa Theatre next week
 - Purell hand gel dispensers for each classroom
 - Ms. Morris will provide Ms. Gemma with a summary list of these items so that school bank account can be reimbursed
 - Ms. Morris sincerely thanked CSAC from the teachers at the school for CSAC's ongoing, generous support of our school, the students and programs
- The Principal Profile and the Role of the Catholic School Council:
 - Ms. Morris provided a hand-out "ROLE OF THE CATHOLIC SCHOOL COUNCIL PROCEDURES FOR ESTABLISHING CRITERIA IN DEVELOPING THE PROFILE OF NEW SCHOOL PRINCIPAL"
 - CSAC has a voice in shaping the qualities deemed appropriate for the Catholic School principal
 - the Superintendent will respond to the CSAC executive if a principal profile is presented to the superintendent, prior to the assignment of a principal to a vacancy at the school – this is outlined in the hand-out
- School Yard Improvement:
 - See item under **Old Business**: "School Grounds Improvement"
 - Ms. Morris thanked Mr. Robins and Mrs. McDonald for the many meetings they have participated in
 - Ongoing meetings with staff and facilities manager will consolidate plans

Treasurer's Report

Ms. Gemma:

- provided a hand-out of the Treasurer's Report
 - Operating account balance: \$9,051.95 (includes GIC cashed in)
 - Raffle account balance: \$ 55.41
 - TOTAL: \$9,107.36
 - *LESS pizza cheques & committed* \$7,325.00
 - **NEW TOTAL:** \$1,782.36
- Mrs. Kalsi indicated that we have sold approximately \$2520 in chocolates a portion of which is given to the company

Old Business

- School-Grounds Improvement

Mr. Robins provided background information about the Greening Committee and the activities done to date and he provided an update:

- Mr. Paul Deighan from the Board will help develop a long-term plan and short-term goals
 - \$5,000 can be used from last year's commitment
 - we had \$5,000 spending approved by the Trustee and the Board Office
 - Ms. Morris provided a hand-out outlining what we would get for the \$5,000:
 - 2 Red Maple trees \$1,600
 - Lines/Games \$1,000
 - 2 Benches \$1,600
 - Kindergarten fence \$1,100
 - the question "Do we need a Greening Committee?" was asked and a decision was made that St. Louis does not need a Greening Committee yet. In time, once plans are in place, we may need to re-visit this decision
 - Further to the hand-out outlining what we would get for the \$5,000, no action will be taken on this until Ms. Morris contacts Mr. Deighan
 - Mr. Deighan will also share how we can get access to Corporate funding for the greening of St. Louis School
- Fund-Raising
- Chocolate Sales
 - In error, the company representative for the chocolate sales fund-raising event, mentioned to the students that a \$300 Best Buy gift certificate could be won – instead of the budgeted \$100 Best Buy gift certificate
 - CSAC approved the additional \$200 as we do not want to disappoint the students, therefore CSAC has committed to spending \$300 for the Best Buy certificate
 - To offset the \$200, we can ask local companies to donate gift certificates for smaller amounts
 - We have 3 stockings and 2 will be given out as prizes, while the third will be taken apart for smaller prizes
 - Dance-A-Thon
 - The Dance-A-Thon has been scheduled for Friday, May 19, 2006.
 - Students will be asked to choose a theme, as they did last year
 - CSAC committed (\$375) once again to hire a DJ as we did last year. The DJ played age-appropriate music for the students
 - Last year we were charged \$375
 - Greeting Cards
 - Students do the art on special paper and the paper is turned into greeting cards which are then sold to raise funds
 - The greeting cards are not specific to seasons such as Christmas or Easter
 - The greeting cards can be done at any time/for any season
 - Mr. Robins asked Mrs. Kalsi and Mrs. Piscione to check prices with their spouses as, if the price is right, we may be able to give the business to them.
 - Ms. Morris had a suggestion where we could have a student art show and then have entries judged, with a couple of winning entries made into cards. It was decided that families might prefer to buy their own child's artwork in the form of a greeting card.
 - CSAC decided to pursue the idea of a greeting card fund-raiser
 - Sobey's Tapes
 - We will discontinue with this fund-raiser as St. Louis only gets \$100 for every \$50,000 worth of grocery tapes. This fund-raiser is too labour intensive for the low return.
 - Campbell's Labels
 - We will continue to collect Campbell's labels in the school
 - These labels will be used to buy books for the library. Last year we 'bought' ten books for the library

- Someone will contact the No Frills at Drummond and Royal York Road to ask them if we can place a bin to collect additional labels for the school
- CSAC telephone mailbox
 - (416) 397-6800 enter 88331
 - Mr. Robins picks up messages during the week
- Communicating CSAC news to parents
 - There will be a CSAC section in the monthly school newsletter
 - The newsletter will be on-line on the school web-site
- Trustee Meeting At St. Leo's
 - This was attended by Ms. Morris, Mr. Robins and Mrs. McDonald
 - CSACs were never meant to have fund-raising as their main focus as, CSACs were meant to assist the board, the principal and be the voice of the parents
 - If CSAC has to fund-raise, we should concentrate on two or three activities during the year
 - CSAC needs to have a constitution and a set of bylaws to govern our meetings – present and future
 - Mrs. McDonald is reviewing a sample of like documents from St. Michael's Choir School and will do more research to gather more information, and will report back to CSAC next meeting once the Co-Chairs have had a chance to review Mrs. McDonald's findings

New Business

- S'Cool Life Fund
 - Ms. Gemma provided information to Ms. Morris about the S'Cool Life Fund where the school could receive a \$5,000 grant toward a music program.
- Megan's Walk
 - Five-year-old Meagan Bebenek died in June 2001 after a six month battle with a form of brain cancer. Meagan's story has touched the hearts of thousands across the country and beyond. Funds raised through Meagan's Walk support paediatric brain tumour research at SickKids Hospital in Toronto. Denise, Meagan's mother heads the fund-raising for Meagan's Walk
 - Ms. Morris has given the approval for St. Louis to be involved in this charity
 - Events involving the school could include: a visit from a Toronto Maple Leafs hockey player to the school, the annual Meagan's Walk held on Mother's Day each year, the dinner/dance gala held on February 23, 2006

The meeting was adjourned at 8:30 p.m.

NEXT CSAC MEETING:

7:00 p.m. on Thursday, January 12, 2006 in the St. Louis School Library