



Mary Ward Catholic Secondary School
Parent Council (CSPC)

Meeting Minutes
2018-2019 #1

Tuesday September 18, 2018 ~ School Library ~ 8:05 p.m.



Meeting 5	8:05 p.m. to 9:03 p.m. School Library
Chair	Ian Chin
Secretary	Karen Strowbridge
Parent & Community Members Present	<p>Parent Members: Ian Chin (Chair), Karen Strowbridge (Vice Chair), Andrea Szabo (Secretary), Roslyn D'Souza (Vice Secretary), Delba Lewis Noronha (Treasurer), Mary Araujo (Vice Treasurer), Lloyd Antao, Melanie Stoll, Marla Tanuank Karen Smith, Ana Amariei, Kiet Tu To Fung</p> <p>Community Reps: Brenda Agoncillo, Judit Bokor, Semone Tsolakidis, Cheryl San Juan, Maria Yvette Benavidez</p>
Staff Members	
Administration (non-voting)	Andrea Magee (Principal)
Guests and Others	
AGENDA ITEMS	DISCUSSION AND DECISIONS
1. Welcome, Call to Order, Declaration of Quorum and Prayer	<p>1.1 The Chair welcomed everyone and called the meeting to order at 8:05 p.m. and quorum was confirmed in accordance with the MW Parent Council Constitution, the meeting was duly convened and legally constituted.</p> <p>1.2 Andrea Magee lead the opening prayer</p>
2. Adoption of Proposed Meeting Agenda	<p>Agenda was presented for review and approval: MOVED THAT the proposed Agenda be adopted Moved/Approved: Cheryl San Juan Second: Karen Strowbridge Carried</p>
3. Review, Approval of Minutes of Prior Meeting	No minutes were presented, will review at October meeting
4. Student Council (SAC) Report	<p>Lola Bolarinwa was present to represent the SAC The SAC maintains the Twitter and Instagram accounts for the school and sends a representative to the MWPC meetings. The grade 9 elections will be held this Friday. October 27 will be the fall Liturgy and school BBQ. The SAC will be having Guess the Song, Karioke and Baksetball in the gym.</p>
5. Principals' Report	<p>5.1 Student enrollment is 1054 and was 1069. We are down by 15 students from last year.</p> <p>5.2 We are continuing to take in new students providing we are able to offer them a suitable timetable.</p> <p>5.3 Staffing is at 67 full time teachers. This is up by 1 teacher from last year. This is a direct result of our slightly increased enrollment projections. Last year we had 4 retirees. We have hired 2 – Mr. Bregar (TA 47) Family Studies/Science and Ms. Harnum (TA 60) Religion/Chaplaincy. We have an additional 2 OPEN positions to fill: English (TA18) and Science (TA 34).</p> <p>5.4 We also have 3 Long Term Occasional Positions yet to fill: 1) Drama for Mr. L. Dalton 2) Math for Ms. M. Albert 3) Sp. Ed & Math for Ms. A. Davies</p> <p>5.5 We started our year with a total of 6 OPEN positions and 7 LTO positions. It has been very difficult to staff the school this year.</p>

5.6 Our **Admin team** has had a change this year Andrea Magee – going into my 6th year as Principal at Mary Ward, the 2nd year at Mary Ward for Vice Principal, Ms. Kathleen Wong. At the very last minute we lost our VP, Ms. Kelly Breen to a personal leave of absence. Until her absence is filled more permanently, we have arranged for and welcome Ms. Louise Brighton in as supply Vice Principal. Ms. Brighton is a very experienced VP, most recently from Senator O’Connor and St. Pope JP II. She will be with us until the end of January 2019. I feel very fortunate to be working with Kathleen and Louise.

5.7 Staffing update.

Teacher	Subject(s)	Why	Who Replacing?
Ms. Michelle Albert	Math	Maternity leave	Was Caroline Pham LTO now gone and posted LTO
Ms. Anne Marie Davies	Sp. Ed & Math	Maternity Leave	Was Sandra Monteleone now gone and posted LTO
Ms. Amy Tsang-Lee	Religion	Maternity leave	Christina Evangelista now gone; now have LTO in place – Mr. Andrew Carabine
Ms. Josee Molloy	Science	Maternity leave	Mr. Joshua Buck LTO
Ms. Joanna Torossian	Head Sp. Ed	Maternity leave	LTO now have Andrea Mackay in place
Ms. Jennifer Wisniowski	French	Personal leave of absence	Acting DH Ms. Alexandra Reid, LTO Ms. Dominique Cunningham-Reimann
New:			
Michael D’Addario	Business/ Computers	Replace Ste-Croix	
Michael Bregar	F/S & Science	Replace Evst	
Elona Harnum	Religion & Chaplaincy	Replace Ireland	
Maria Tbanjajian	Science	Replace Frair	
Unfilled	English	Increase in enrolment	
Unfilled	Science	Replace Nika	

5.8 Challenges: a) Drama teacher taking sick, b) LTO’s not filled, c) rotating supply teachers. Regulation 274 (Aug 2016) governs hiring of teachers. Very difficult in most schools right now.

5.9 **Gr. 9 orientation** takes place Thursday Sept 27th at Mary Ward for our annual Mary Ward grade 9 sleep over. Grade 9 activities will begin at 3 p.m. on Thursday where students will participate in a variety of fun, educational and community building activities. Those students who are sleeping over will have a very full program. Everyone will rise at 7 a.m. the next day and will be on the buses to take us to Camp Robin Hood where off-site festivities will continue the next day on Friday Sept. 28th (rain or shine). The 275 grade 9 students plus the 85 OASIS (Operation Achieving Success in School)

	<p>leaders participate in an excellent day of community building and the making of new friendships.</p> <p>5.10 We had our first fire drill of the year last week and our first Lock Down drill will take place later this week. Student safety is our primary concern. We complete 3 of each type of drill each 'semester'. Ms. Wong chairs the Health & Safety committee and they are always looking for new parent members.</p> <p>5.11 Communication: Please ensure that the school has an updated email address and phone numbers for you. It is essential that we are able to reach you in the event of an emergency. Additionally, we do much communication via School Messenger email messages and voice messages.</p> <p>5.12 Mary Ward's own Meet the TA Night will take place tomorrow, Wednesday September 19th at 7 p.m. The evening will start in the school cafeteria. Information will be sent out through school email and voice messaging. This is one of the most important events to attend at Mary Ward as it is your opportunity to meet your child's Teacher Advisor (TA). This is the caring adult that work with your child and your family throughout their entire time in secondary school. For parents and guardians, it is the start of learning about self-directed learning and how Mary Ward works.</p> <p>5.13 Mary Ward Google calendar, sports games, various community activities, Parent Council information, etc... is always available on the Mary Ward portal site. Mary Ward CSAC Constitution is available on Mary Ward portal. Please take a look at the Mary Ward site. http://www.tcdsb.org/schools/maryward/ForParents/CSAC/Pages/default.aspx</p> <p>5.14 So far this is shaping up to be an exceptional year. We have a tremendous group of students and an enthusiastic staff.</p>
6. Treasurer's Report	<p>Proposed Budget was presented by Ian.</p> <p>Moved: Karen Strowbridge Second: Brenda Agoncillo Carried</p>
7. OAPCE and Parish Liaison	<p>Nothing to report at this meeting</p>
8. Chair's Report Presented by Ian Chin	<p>8.1 Proposal to provide a table with refreshments in October and February for Meet the TA night and the Final 50 presentation. Motion to proceed Ian Chen Second Karen Strowbridge, Carried</p> <p>8.2 Ian to investigate if PIC Grant for 2015-2016 money is still in the Board account and can be retrieved by Council</p>
9. Old Business	<p>9.1 Parking lot lighting – lights have been repaired</p>
10. Date of Next Meetings	<ul style="list-style-type: none"> • Tuesday October 23, 2018 • Tuesday November 20, 2018 • Tuesday January 22, 2019 • Tuesday February 19, 2019 – Final Fifty • Tuesday March 19, 2019 • Tuesday April 23, 2019 • Tuesday May 21, 2019 • Tuesday June 11, 2019
11. Adjournment	<p>MOVED THAT the meeting stand adjourned</p> <p>Moved: Karen Strowbridge Second: Delba Lewis-Noronha Carried</p> <p>The Chair declared the meeting adjourned at 9:03 p.m.</p>