



## Mary Ward Catholic Secondary School Parent Council (CSPC)

Meeting Minutes  
2018-2019 #5

Thursday February 28, 2019 ~ School Library ~ 7:09 p.m.



Meeting 5	7:05 p.m. to 9:03 p.m. School Library
Chair	Ian Chin
Secretary	Ian Chin
Parent & Community Members Present	<p><u>Parent Members:</u> Mary Araujo (Vice Treasurer), Ian Chin (Chair &amp; OAPCE Rep), Delba Lewis Noronha (Treasurer), Andrea Szabo (Secretary),</p> <p><u>Community Reps:</u> Maria Yvette Benavidez, Judit Bokor, Dennis Hastings (Parish Liaison Rep) Joanne Kischuck (SAST Rep), Kiet Tu To Fung</p> <p><u>Regrets:</u> Brenda Agoncillo, Lloyd Antao, Melanie Stoll, Karen Strowbridge (Vice Chair), Karen Smith (SAST Rep), Kathleen Wong (Vice-Principal),</p> <p><u>Absent:</u> Ana Amariei, Rosalyn D'Souza (Assistant Secretary), Cheryl San Juan, MarlaTanuan, Semone Tsolakidis,</p>
Staff Members	None
Administration (non-voting)	Andrea Magee (Principal)
Guests and Others	None
<b>AGENDA ITEMS</b>	<b>DISCUSSION AND DECISIONS</b>
1. Welcome, Call to Order, Declaration of Quorum and Prayer	<ul style="list-style-type: none"> <li>• 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.</li> <li>• The Principal lead the opening prayer</li> </ul>
2. Adoption of Proposed Meeting Agenda	<p>Agenda was presented for review and approval:</p> <p><b>Motion: To adopt the proposed Agenda with the change to play the TCDSB's Respectful Workplace video before the approval of the last meetings minutes</b></p> <p>Moved: Andrea Szabo Second: Kiet Tu To Fung No objections Raised <b>Carried</b></p>
3. New Business	<p>One piece of new business was completed prior to the approval of the last meeting minutes.</p> <p>The TCDSB's Respectful Workplace video was played</p>
4. Review, Approval of Minutes of Prior Meeting	<p>January 22,2019 minutes presented</p> <p><b>Motion: To adopt the draft meeting minutes for January 22, 2019</b></p> <p>Moved: Delba Lewis Noronha Seconded: Andrea Szabo No objections Raised <b>Carried</b></p>
5. Student Council (SAC) Report	No SAC representative present
6. Teacher Presentations	No teaching staff present

<p>7. Principals' Report</p>	<p><u>The Principal provided the following updates:</u></p> <ul style="list-style-type: none"> <li>• We welcome Mr. Bernie Burans to Mary Ward as our Acting Vice Principal.</li> <li>• We continue to be engaged in the course registration process for the 2019-20 schoolyear. Parents/guardians are encouraged to work with students to select courses for next year's studies.</li> <li>• We are actively using School Cash Online as an important method of collection of funds.</li> <li>• We had an excellent and highly successful Winter Activity Day on February 1<sup>st</sup>. Thanks very much to the families and parents who helped support this wonderful day of fun and energy.</li> <li>• DECA team had four students qualify to the International DECA competition in Anaheim, Florida this May.</li> <li>• We recently had two students qualify to participate at OFSSA in swimming and ski/snowboard. Congratulations to the students and their coaches/parents.</li> <li>• Our girls' junior VB team won the gold medal at the TDCAA competition. The senior girls' VB team won the silver medal in their league. Congratulations, girls and coaches/parents!</li> <li>• Congratulations to our students who recently participated in the grade 10 History Fair and grade 9 Science Fair at Mary Ward. Very impressive work from our students.</li> <li>• Our senior vocal music students recently participated in their first vocal music festival. Their efforts impressed and they have been invited to the National Vocal Music Festival in Ottawa in May. Congratulations to students, Ms. Cormier and parents!!</li> <li>• I am again engaged in the Town Hall process and have met with representatives from grade 9, 10 and 11's. I will meet with the Grade 12's after March Break. Once completed I will share date with staff and CSPC.</li> <li>• We have had an excellent Black History month with prayers, reflections, displays and a tremendous school assembly earlier this month. Congratulations to all students and staff involved in this month's activities.</li> <li>• EPIC – Equity plus Inclusivity Committee focuses on professional development regarding culturally relevant pedagogy – newer committee at Mary Ward</li> <li>• We held a very good Final Fifty presentation on Feb. 19<sup>th</sup>. This year Dr. Largo joined John Notten as a co-presenter. I followed up with an email of the shared material for all parents/guardians. We received excellent feedback.</li> <li>• Last week was SAC spirit week. While it was a crazy, busy week, the kids had quite a bit of fun!</li> <li>• Our senior band travels to Italy on March 9<sup>th</sup> until March 21<sup>st</sup>, 2019. We wish them all the best in their performances. We extend an invitation to all to their Farewell Concert on Tuesday March 5<sup>th</sup> at 7:30 p.m.</li> <li>• We look forward to March Break. As is the past practice, we will permit students to take one extra unit of work. Students will be permitted to hand in two units the week following March Break.</li> <li>• Lastly, next Friday February 8<sup>th</sup> is our annual Rumble in the Den – staff/student basketball game. It is a buy-out game and money raised goes to various causes for Our Kids Our Future, a Mary Ward social justice group.</li> </ul>
<p>8. Treasurer's Report</p>	<p>The Treasurer's Bank Reconciliation Report was presented for adoption</p> <p>Opening Balance as of January 22, 2019: <b>\$5,486.63</b></p> <p>Outstanding Deposits: \$485.56</p> <p>Outstanding Cheques: \$ 3,702.25</p> <p>Balance as of February 20, 2019: <b>\$2,269.94</b></p>

	<p><b>Motion: To adopt the Treasurer's Reconciliation Report</b></p> <p>Moved: Andrea Szabo    Seconded: Maria Yvette Benavidez    No objections Raised    <b>Carried</b></p>
9. OAPCE, Parish Liaison & SAST Updates	<p><b>9.1. <u>OAPCE Updates:</u></b>  Ian Chin provided the following updates:</p> <ul style="list-style-type: none"> <li>• <b><u>Summary of the Dec 4/18: OAPCE meeting</u></b> <ul style="list-style-type: none"> <li>• Establishing a 3-year strategic plan</li> <li>• Presentation from J. Wujek (Superintendent Area 5) on the report on Councils</li> </ul> </li> <li>• <b><u>Summary of the Jan 29/19: OAPCE meeting</u></b> <ul style="list-style-type: none"> <li>• Cancelled due to snow storm</li> </ul> </li> <li>• <b><u>Summary of the Feb 25/19: CSPP Workshops &amp; OAPCE meeting</u></b> <ul style="list-style-type: none"> <li>• Council Members' Responsibilities:</li> <li>• Requirement to sign a Confidentiality Form for Volunteers (# 5)</li> <li>• Treasurer's Roles &amp; responsibilities</li> <li>• Requirement to submit a "Funds Disbursement Form" for each cheque issued</li> <li>• Requirement for a Vice-Principal to be a Signing Officer</li> <li>• Conflict Resolution:</li> <li>• Requirement to view TCDSB's video "Respectful Workplace" at new Council elections</li> </ul> </li> <li>• <b>Upcoming OAPCE Conference: April 5-6, 2019</b> <ul style="list-style-type: none"> <li>• Registration fee required (\$99)</li> </ul> </li> </ul> <p><b>9.2. <u>Parish Liaison Updates:</u></b>  Dennis Hastings provided the following updates</p> <ul style="list-style-type: none"> <li>• Contact was made with the Assistant Pastor at Epiphany of Our Lord parish</li> <li>• Awaiting confirmation on when the Pastor will be able to meet</li> </ul> <p><b>9.3. <u>SAST Updates:</u></b>  Joanne Kischuck provided the following updates:</p> <ul style="list-style-type: none"> <li>• A hand out on the November SAST meeting was provided <ul style="list-style-type: none"> <li>• TCDSB Anonymous Alerts app available: The Anonymous Alerts reporting system helps to promote safe, positive and accepting School climates by empowering students to anonymously report inappropriate behaviours to school staff.</li> <li>• TCDSB's SAST Procedural Guideline is on the web portal</li> </ul> </li> <li>• MWSERT provide support and assistance to students in crisis until a member of the school's administration arrives</li> </ul>
10. Chair's Report	<p><u>The Chair provided the following updates:</u></p> <ul style="list-style-type: none"> <li>• OAPCE recommends that all Council's develop a 3-year strategic plan that outlines key objectives that will be targeted.</li> </ul> <p><b>Motion: Council implement a 3-Year Strategic Plan</b></p> <p>Moved: Andrea Szabo    Seconded: Delba Lewis Noronha    No objections Raised    <b>Carried</b></p>
11. Old Business	<p>11.1: Student agenda improvements: A survey will be issued to gather feedback on the Agenda</p> <p>11.2: PIC grant money from previous years- Reimbursement received (Closed)</p>
12. New Business	<p><b>12.1: <u>Forming of a PRO Grant sub-committee:</u></b></p> <ul style="list-style-type: none"> <li>• Due to the effort and timelines required to setup a PRO Grant event Ian Chin proposed that this year's PRO Grant Event be cancelled</li> </ul> <p><b>Motion: Cancel 2018-2019 PRO Grant event</b></p>

	<p>Moved: Mary Araujo    Seconded: Kiet Tu To Fung    No objections raised    <b>Carried</b></p> <p><b>12.2: Constitution by-Law Sub-committee to be formed</b></p> <ul style="list-style-type: none"> <li>• Ian Chin requested a review and updating of Council's Constitution and By-Laws is required for the following:</li> <li>• Updating of Council's official name</li> <li>• Inclusion of a clause that all candidates for Parent Member must be attend the annual election in person</li> <li>• Updating of the number of meetings</li> <li>• Revision to the Signing Officers to include the Vice-Principal</li> </ul> <p><b>Motion: Striking of a Constitution &amp; By-Laws Sub-Committee</b></p> <p>Moved: Delba Lewis Noronha    Seconded: Judit Bokor    No objections raised    <b>Carried</b></p> <p><b>12.3: Decision on next steps for Parent Question Card</b></p> <ol style="list-style-type: none"> <li>1. It was agreed that the Parent Questions will be reviewed by Andrea Szabo and Andrea Magee to finalize the content</li> <li>2. A proposal was made to consider he medium for the content will be fridge magnets instead of wallet cards</li> </ol> <p><b>Motion: Parent Questions medium to be fridge magnets</b></p> <p>Moved: Andrea Szabo    Seconded: Maria Yvette Benavidez    No objections raised    <b>Carried</b></p> <p>Ian Chin volunteered to look into getting 3 quotes for 500 fridge magnets</p>
13. Date of Next Meetings	<ul style="list-style-type: none"> <li>• Tuesday March 19, 2019</li> <li>• Tuesday April 23, 2019</li> <li>• Tuesday May 21, 2019</li> <li>• Tuesday June 11, 2019</li> </ul>
14. Adjournment	<p><b>Motion: To adjourn the meeting</b></p> <p>Moved: Judit Bokor    Seconded: Mary Araujo    No objections Raised    <b>Carried</b></p> <p>The Chair declared the meeting adjourned at 9:05 p.m.</p>