



Mary Ward Catholic Secondary School
Parent Council (CSPC)

Meeting Minutes
2018-2019 #6



Tuesday - March 19, 2019

~

School Library

~

7:07 p.m.

Meeting	School Library
Chair	Ian Chin
Secretary	Ian Chin for Andrea Szabo
Parent & Community Members Present	<p><u>Parent Members:</u> Mary Araujo (Vice Treasurer), Ian Chin (Chair & OAPCE Rep), Andrea Szabo (Secretary), Melanie Stoll</p> <p><u>Community Reps:</u> Kiet Tu To Fung, Karen Smith (SAST Rep)</p> <p><u>Regrets:</u> Maria Yvette Benavidez, Judit Bokor, Joanne Kischuck (SAST Rep), Andrea Magee (Principal)</p> <p><u>Absent:</u> Brenda Agoncillo, Ana Amariei, Lloyd Antao, Rosalyn D'Souza (Assistant Secretary), Dennis Hastings (Parish Liaison Rep), Delba Lewis Noronha (Treasurer), Cheryl San Juan, MarlaTanuan, Semone Tsolakidis, Karen Strowbridge (Vice Chair),</p>
Staff Members	None
Administration (non-voting)	Kathleen Wong (Vice-Principal)
Guests and Others	None
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 7:11 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. The Vice-Principal lead the opening prayer</p>
2. Adoption of Proposed Meeting Agenda	<p>2.1. Agenda was presented for review and approval:</p> <p>Motion: To adopt the proposed Agenda</p> <p>Moved: Andrea Szabo Second: Mary Araujo No objections Raised Carried</p>
3. Review, Approval of Minutes of Prior Meeting	<p>3.1. Draft v1 February 28, 2019 minutes presented.</p> <p>One correction made was for the acronym: "EPIC"</p> <p>Motion: To adopt the draft meeting minutes for February 28, 2019, pending the correction to EPIC</p> <p>Moved: Kiet Tu To Fung Seconded: Andrea Szabo No objections Raised Carried</p>
4. Student Council (SAC) Report	4.1. SAC reported that there were no special events planned for the month of April.
5. Teacher Presentations	5.1. No teaching staff present

<p>6. Principals' Report</p>	<p>6. <u>The Vice-Principal provided the following updates:</u></p> <p>6.1. Correction to last month's minutes – EPIC - The Equity plus Inclusivity Committee</p> <p>6.2. Thanks to all staff for helping with Course Selection and ensuring our students register for the 2019-20 school year. 237 students were registered at this event - A new school record!</p> <p>6.3. Several students competed at the annual TCDSB Skills Communication Technologies Competitions and here are the results we can all be proud of -</p> <p>6.4. One student placed 1st and another placed 2nd in the graphic design studio production competition. Three students placed 1st the photography competition, the architectural design competitions, and the graphic design presentation respectively will all be advancing to the provincial competition in May as part of Team TCDSB!</p> <p>6.5. Another issue of Mary Ward's publication, "Mary Ward Planet", has been released just before March break!</p> <p>6.6. Our ICS/TEJ – Computer Studies and Computer Engineering students team of four members competed at the I4 Competition organized by Industry4team@University of Waterloo and won first place! This is not an easy win - The students had to use an engineering approach to analyze the process, layout, and efficiency of a production line. Then they prepared a short report with their analysis and a PowerPoint presentation with their recommendations for how the plant management could improve, e.g. double the production rate within the given constraints.</p> <p>6.7. On Friday, we welcome back our students and colleagues from the Music Department who had the opportunity to travel to Italy over the March Break. We are certain that they had a successful and enjoyable time</p> <p>6.8. Grade 12 extension as announced to parents and students: "In consultation with Mary Ward Department Heads and in response to student request, the grade 12 university & college target date for unit 11 completion has been moved from Tues. March 26th to Friday March 29th. Please keep in mind that the most important mark to send to colleges/universities is your FINAL mark in June or in the case of summer school, the end of July."</p>
<p>7. Treasurer's Report</p>	<p>7.1. <u>The Treasurer's Bank Reconciliation Report was presented for adoption</u></p> <p>Opening Balance as of February 20, 2019: \$2,269.94</p> <p>Outstanding Deposits: \$0.00</p> <p>Outstanding Cheques: \$ 700.00</p> <p>Balance as of March 16, 2019: \$1,569.94</p> <p>Motion: To adopt the Treasurer's Reconciliation Report</p> <p>Moved: Mary Araujo Seconded: Karen Smith No objections Raised Carried</p>
<p>8. OAPCE, Parish Liaison & SAST Updates</p>	<p>8.1. <u>OAPCE Updates:</u></p> <p>Ian Chin provided the following updates:</p> <ul style="list-style-type: none"> • Upcoming OAPCE Conference: April 5-6, 2019 • Registration fee required (\$99)

	<p>8.2. <u>Parish Liaison Updates:</u></p> <ul style="list-style-type: none"> • No update available. <p>8.3. <u>SAST Updates:</u></p> <ul style="list-style-type: none"> • No new updates since the previous meeting
9. Chair's Report	<p>9.1. <u>Council's development of a 3-year strategic plan:</u></p> <ul style="list-style-type: none"> • No progress to date. Ian Chin to distribute information on the development of a strategic plan before the next meeting <p>9.2. <u>Investigation into the need for a Funds Disbursement Form for each cheque issued</u></p> <ul style="list-style-type: none"> • No progress to date. Ian Chin to explore the submission on one form for cheques issued for the same activity before the next meeting <p>9.3. <u>Requirement to sign the TCDSB's Confidentiality Form for Volunteers</u></p> <ul style="list-style-type: none"> • The requirement for all Council members to sign the TCDSB's Confidentiality Form for Volunteers will be adopted starting at the 2019-2020 Elections. <p>9.4. <u>Requirement to view the TCDSB's videos: "Respectful Workplace"</u></p> <ul style="list-style-type: none"> • The requirement for all Council members to view the TCDSB's video: Respectful Workplace" will be adopted starting at the 2019-2020 Elections.
10. Old Business	<p>10.1. <u>Student agenda improvements</u></p> <ul style="list-style-type: none"> • It was requested that Council be provided the opportunity to support and have input into the survey for and the development of the 2020-2021 Agenda <p>Motion: Council be provided the opportunity to support and have input into the survey for and the development of the 2020-2021 Agenda</p> <p>Moved: Andrea Szabo Seconded: Karen Smith No objections raised Carried</p> <p>10.2. <u>Constitution & By-Law sub-committee</u></p> <ul style="list-style-type: none"> • No progress to date. Ian Chin to issue call for volunteers for the sub-committee by next meeting <p>10.3. <u>Parent Question Card</u></p> <ul style="list-style-type: none"> • The quotations for the costs for 500 fridge magnets were approximately \$500. As a result it was recommended that due to the significant costs for this medium that cards be purchased instead. • In addition the list of questions was recommended to be revised as some could be consolidated and other to be made clearer. The final version to be developed in consultation with the Principal. <p>Motion: Parent Questions medium to be cards and for a Andrea Szabo to consult the Principal on the revision of the questions</p> <p>Moved: Mary Araujo Seconded: Melanie Stoll No objections raised Carried</p>
11. New Business	11.1. <u>Confirmation on new Uniform Addition for 2019-2020</u>

	<ul style="list-style-type: none"> • A confirmation on the addition of the fleece lined top for 2019-2020's uniform options was requested <p>Motion: Request for the Principal to confirm if the fleece lined top will be added to uniform options</p> <p>Moved: Mary Araujo Seconded: Melanie Stoll No objections raised Carried</p>
12. Date of Next Meetings	<ul style="list-style-type: none"> • Tuesday April 23, 2019 • Tuesday May 21, 2019 • Tuesday June 11, 2019
13. Adjournment	<p>Motion: To adjourn the meeting</p> <p>Moved: Karen Smith Seconded: Melanie Stoll No objections Raised Carried</p> <p>The Chair declared the meeting adjourned at 8:45 p.m.</p>