



Mary Ward Catholic Secondary School
Parent Council (CSPC)

Meeting Minutes
2018-2019 #7

Tuesday – April 23, 2019

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School Library

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7:08 p.m.



Meeting	School Library
Chair	Ian Chin
Secretary	Ian Chin for Andrea Szabo
Parent & Community Members Present	<p><u>Parent Members:</u> Ian Chin (Chair & OAPCE Rep), Andrea Szabo (Secretary), Melanie Stoll, Karen Strowbridge (Vice Chair), Kiet Tu To Fung</p> <p><u>Community Reps:</u> Joanne Kischuck (SAST Rep), Karen Smith (SAST Rep)</p> <p><u>Regrets:</u> Delba Lewis Noronha (Treasurer, Dennis Hastings (Parish Liaison Rep)</p> <p><u>Absent:</u> Mary Araujo (Vice Treasurer), Brenda Agoncillo, Ana Amariei, Lloyd Antao, Maria Yvette Benavidez, Judit Bokor, Roslyn D'Souza (Assistant Secretary), Cheryl San Juan, Marla Tanuan, Semone Tsolakidis</p>
Staff Members	None
Administration (non-voting)	Andrea Magee (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 7:08 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 Principal led 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: Karen Smith No objections Raised Carried</p>
3. Review, Approval of Minutes of Prior Meeting	<p>3.1. Draft v1 March 19, 2019 minutes presented.</p> <p>Motion: To adopt the draft meeting minutes for March 19, 2019.</p> <p>Moved: Kiet Tu To Fung Seconded: Andrea Szabol No objections Raised Carried</p>
4. Student Council (SAC) Report	<p>4.1. Erin Rebello for SAC reported the following:</p> <ul style="list-style-type: none"> • Annual Valentine's Day Heart campaign took pace • Spirit Week Events: <ul style="list-style-type: none"> ○ Tropical Tuesday ○ Retro Wednesday ○ Twin Tuesday ○ Pep Rally • Next year's SAC elections upcoming • Year End BBQ

	2. at there were several events that took place since the last meeting. A welcoming tree and other initiative helped to promote school spirit.
5. Teacher Presentations	5.1. No teaching staff present
6. Principals' Report	<p>6. <u>The Principal provided the following updates:</u></p> <p>6.1. Uniform Committee Update</p> <ul style="list-style-type: none"> • Presentation by Student Uniform Committee Chair – Erin R. See details under Section – New Business below <p>6.2. Discussion of Parent question card</p> <ul style="list-style-type: none"> • See details under Section – New Business below <p>6.3. Budget consultation (see TCDSB website)</p> <ul style="list-style-type: none"> • See details under Section – New Business below <p>6.4. Principal profile by Parent Council</p> <ul style="list-style-type: none"> • See details under Section – New Business below <p>6.5. PRO grant discussion</p> <ul style="list-style-type: none"> • See details under Section – New Business below <p>6.6. Discussion of impact of 28 student ratio and surplus teachers Impact of moving from 22 Pupil/teacher ratio (PTR) to 28 PTR at Ward:</p> <ul style="list-style-type: none"> • 4 teachers declared surplus and cannot be replaced. • Two TA groups will be disbanded. Guidance, outgoing TA, student input to be considered. • This only represents increasing the ratio next year to 23. Something. There will be more cuts next year. • This is not simply just adding more kids to a class. • Reduction of choice of courses • May not get first choice of options • Those courses that have smaller numbers may have to be examined – can they still run? • Impact of locally developed or essential level programming as well as some college courses. <p>6.7. Staffing Updates:</p> <ul style="list-style-type: none"> • Mr. Notten, Mr. Gassi, Ms. Wisniowski will be retiring this year. • Mr. Dalton's position will have to be filled. • Two IOP teachers will likely not return. – Mr. Buck, Mr. Sahlani. <p>6.8. With higher PTR = less course sections to create. We are down in credit bearing courses by 24.5 courses</p> <p>6.9. Other Updates:</p> <ul style="list-style-type: none"> • We are down by almost 2 sections in the Library. This year we had a full-time librarian (or at least the Library was open all day). Next year we have allocation for $\frac{3}{4}$ of a Librarian. This may impact our ability to keep the Library open. We may need to be creative. • We are down 5 sections in Guidance which means we go from almost 3 full time counsellors to 2.2 • We have lost in Chaplaincy by 1 section – 2/3 Chaplaincy. • We have increased in Special Education by about almost 9 sections. • We have increased in Student Success by 1 section. • Will have less opportunity for kids to change minds next year about courses or more difficulty in changing levels as there may be less available space.

<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 April 22, 2019: \$1569.94</p> <p>Outstanding Deposits: \$0.00</p> <p>Outstanding Cheques: \$ 14.40</p> <p>Balance as of March 16, 2019: \$1,555.54</p> <p>Motion: To adopt the Treasurer's Reconciliation Report</p> <p>Moved: Andrea Szabo Seconded: Melanie Stoll No objections Raised Carried</p>
<p>8. OAPCE, Parish Liaison & SAST Updates</p>	<p>8.1. <u>OAPCE Updates:</u> Ian Chin provided the following updates:</p> <ul style="list-style-type: none"> • Two presentations were attended at the OAPCE Conference <ul style="list-style-type: none"> ○ One was on the concept of the Domestic Church ○ Internet Safety was also attended. • The annual general meeting was also held at the conference <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"> • April 29 – May 3 will be Mental Health Awareness Week. There will be planned events held at the school to support this initiative.
<p>9. Chair's Report</p>	<p>9.1. <u>Summary of OAPCE Conference:</u> Recommendation of using the 2018-2019 PRO Grant funds for the Paul Davis presentation on Internet Safety. The funds would be expended in 2018-2019 and the presentation will be delivered in 2019-2020.</p> <p>Motion: To spend 2018-2019 PRO Grant funds on Internet Safety</p> <p>Moved: Andrea Szabo Seconded: Karen Smith No objections Raised Carried</p> <p>Recommendation of adopting the initiative of the Domestic Church. The initiative would be to regularly promote out catholic values by suggesting faith-based practices that families can implement at home. An example is posting the colours of Easter on the front doors during Lent.</p> <p>Motion: To adopt the initiative of the Domestic Church</p> <p>Moved: Karen Strowbridge Seconded: Andrea Szabo No objections Raised Carried</p> <p>9.2. <u>Confirmation of re-imburement of past years' PRO Grant funds</u></p> <ul style="list-style-type: none"> • The TCDSB has agreed that parent engagement expenses can be submitted for re-imburement of past years' PRO Grant funds. <p>9.3. <u>Letter from Trustee Del Grande</u></p>

	<ul style="list-style-type: none"> • The content of the Letter from Trustee Del Grande requesting input on what works and what does not work and offering support was discussed. <p>9.4. <u>Resources for Catholic Parent Councils</u></p> <ul style="list-style-type: none"> • The link for Resources for Catholic Parent Councils was discussed. These links primarily dealt with fund raising objectives. <p>9.5. <u>Bursary & Essay Competition Opportunity for Students of Jamaican Descent</u></p> <ul style="list-style-type: none"> • The availability of this bursary was discussed. This information will be promoted in the weekly newsletter. <p>9.6. <u>Pollinate TO Community Grants</u></p> <ul style="list-style-type: none"> • The Pollinate TO Community Grant was discussed. While it is a worthwhile initiative, there were some concerns of students' allergic reaction to bee sting. Thus the initiative was not considered. <p>9.7. <u>BSA 20th Annual High School Conference</u></p> <ul style="list-style-type: none"> • The information related to the conference was discussed. TCDSB students fared well at the competition.
10. Old Business	<p>10.1. <u>Student agenda improvements</u></p> <ul style="list-style-type: none"> • The Principal agreed to consider the assistance of Council to help mentor on the next Student Agenda <p>10.2. <u>Constitution & By-Law sub-committee</u></p> <ul style="list-style-type: none"> • Melanie Stoll and Karen Smith volunteered to join Ian Chin on the sub-committee. <p>10.3. <u>Parent Question Card</u></p> <ul style="list-style-type: none"> • A sub-committee to finalize the Parent Question card was struck. The committee will meet on May 6. <p>10.4. <u>Council's 3-Year Strategic Plan</u></p> <ul style="list-style-type: none"> • The web link to the proposed approach to develop a strategic plan was emailed. This approach was approved. <p>10.5. <u>Request for financial contribution oy the school gym padding</u></p> <ul style="list-style-type: none"> • The Principal withdrew this request.
11. New Business	<p>11.1. <u>Budget Consultation</u></p> <ul style="list-style-type: none"> • The call for input on the annual budget was discussed and all were encouraged to submit feedback. <p>11.2. <u>Principal Profile:</u></p> <ul style="list-style-type: none"> • The annual Principal Profile submission was discussed. It was agreed that the submission was important to ensure the philosophy and attributes of the Principal met the school community's needs. • Ian Chin will issue a call for input for the Principal Profile.

	<p>11.3. <u>Discussion of the Impact of 28 student ratio and surplus teachers</u></p> <ul style="list-style-type: none"> The Principal discussed the upcoming changes to the school’s staffing as a result of the ratio. This will impact the choices of courses offered if low enrollment occurs. <p>11.4. <u>Uniform Update</u></p> <ul style="list-style-type: none"> Erin Rebello – Student Uniform Committee Chair provided feedback on the three articles of clothing that were being considered. <p>It was decided that the two new articles of clothing for the 2019-2020 school year will be: Crew Necks and Quarter-Zip pullovers</p> <p>11.5. <u>Request for financial assistance for school gym padding</u></p> <ul style="list-style-type: none"> This request was withdrawn by the Principal.
9. Date of Next Meetings	<ul style="list-style-type: none"> Tuesday May 21, 2019 Tuesday June 11, 2019 – No meeting - Year End Dinner
13. Adjournment	<p>Motion: To adjourn the meeting</p> <p>Moved: Andrea Szabo Seconded: Karen Smith No objections Raised Carried</p> <p>The Chair declared the meeting adjourned at 9:30 p.m.</p>