



Mary Ward Catholic Secondary School  
Parent Council (CSPC)

Meeting Minutes  
2019-2020 #8



Tuesday May 19, 2020 ~ On Line - Zoom ~ 7:10 p.m.

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| Meeting Time and Location                                   | 7:10 p.m. to 8:40 p.m. Zoom  |
| Chair   | Ian Chin   |
| Secretary   | Karen Strowbridge  |
| Parent & Community Members Present                          | <p><u>Parent Members:</u> Ian Chin (Chair), Melanie Stoll (Vice Chair), Karen Strowbridge (Secretary), Mary Restua (Assistant Treasurer)</p> <p><u>Community Reps:</u> Raquel Gallardo, Andrea Szabo, Venus Benigno, Dennis Hastings</p> <p><u>Regrets:</u> N/A</p> <p><u>Absent:</u> Mary Araujo (Treasurer), Judit Bokor (Assistant Secretary), Natalia Sozniack (Vice Principal), Cornelio Gallardo</p>   |
| Staff Members   | Pierre Cushieri  |
| Administration (non-voting)                                 | Andrea Magee (Principal), Kathleen Wong (Vice Principal)   |
| Parents, Guests and Others                                  | Julia Kim, Qin Yu, Rocky Menezes, Efie Opinaldo, Natasha Sano, Flora Piga, Veronika T, John Comia, Zeph Mercado, Stella Ogbebor, Guendolyn Montenegro, Joyce Martin, Ruvi Ballesteros  |
| <b>AGENDA ITEMS</b>   | <b>DISCUSSION AND DECISIONS</b>  |
| 1. Welcome, Call to Order, Declaration of Quorum and Prayer | <p>1.1 The Chair welcomed everyone and called the meeting to order at 7:10 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 led the prayer and read the Land Acknowledgement</p>  |
| 2. Adoption of Proposed Agenda                              | <p>2.1 Proposed Agenda was presented for adoption.</p> <p>Motion: Approved proposed Agenda</p> <p>Moved: Karen Strowbridge Seconded: Melanie Stoll No Objections Carried</p>   |
| 3. Review, Approval of Minutes of Prior Meeting             | <p>3.1 Minutes of the Meeting #5 were presented for Approval.</p> <p><b>Motion: Approval of Meeting 2019-2020 #7 Minutes</b></p> <p>Moved: Karen Strowbridge Seconded: Melanie Stoll No Objections Carried</p>   |
| 4. Student Council (SAC) Report                             | 4.1 No SAC report was presented  |
| 5. Principals' Report                                       | <p>5.1 Here's what's been happening at Mary Ward since our last Parent Council meeting:</p> <p>5.1.1 E-mail to be sent out to students. Will include what is left for kids to do this year. Have been seven activities sent out to students so far. Will encourage students to complete these activities as they could improve their marks, and can eliminate any gaps in their learning during the next school year. To note for finishing this school year; a) course completion, b) fail course or c) will issue a carryover (these</p> |

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|  | <p>will be very rare). There will be NO MARY WARD SUMMER SCHOOL TO FINISH COURSES. Students may reach ahead and take online full credit courses. They will need to register through the guidance department. Culminating activities will start June 1. For students who have been on track or fast tracking, these efforts will be taken into consideration in June.</p> <p>E-mail will also contain tips for parents on helping students find a balance and keep a schedule.</p> <p>5.1.2 Review of TCDSB’s Code of Conduct Policy; Board has issued a series of updates to be shared with Parent Councils. These changes will be reflected in the Agenda next year. The changes are in regard to inclusivity and that actions outside of school can and do have an impact within the school. Cannabis has been added specifically as an illicit substance</p> <p>5.1.3 Update on Summer School 2019-2020. Students are being encouraged to enroll in online summer school courses to keep on track, and possibly lighten their load for next year. There will be no Mary Ward Summer School this year, it is not required.</p> <p>5.1.4 Outlook on next school year 2020-2021. Principal suspects that next year will be a combination of in school and distance learning. Please keep checking and reading e-mails from the school and the board.</p> |
| <p>6. Treasurer’s Report</p>                     | <p>6.1 Presentation of the Bank Statement and Detailed Financial Report as of May 18, 2020</p> <p>The Bank Statement and Detailed Financial Report was reviewed and used as reference for the Bank Reconciliation Report.</p> <p>6.2 Submission of the Bank Reconciliation Report for approval as of May 18, 2020</p> <p>Opening Balance as of May 18, 2020: <b>\$2,719.15</b></p> <p>Outstanding Deposits: \$0.00</p> <p>Outstanding Cheques: \$ 0.00</p> <p>Balance as of May 18, 2020: <b>\$2,719.15</b></p> <p><b>Motion: Approve Bank Reconciliation Report as of May 18, 2020</b></p> <p>Moved: Melanie Stoll    Seconded: Karen Strowbridge    No Objections    Carried</p> <p><b>Signatures of Chair, Principal and Treasurer will be done electronically.</b></p>   |
| <p>7. OAPCE, Parish Liaison and SAST Updates</p> | <p>Report from the OAPCE, Parish Liaison and SAT Reps</p> <p>7.1. OAPCE Updates:<br/>No update this month</p> <p>7.2. Parish Liaison Updates:<br/>No update this month</p> <p>7.3. SAST Updates:</p>   |

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|                             | 7.3.1. Previously presented updated Code of Conduct   |
| 8. Chair's Report Presented | <p>8.1 Funds for Council Appreciation Tokens (\$250) – motion to not proceed with Tokens this year. No objections, so there will be no Appreciation Tokens this year. Motion and decision in 10.2 below.</p> <p>8.2 Proposed meeting dates for next year</p> <ul style="list-style-type: none"> <li>• Tuesday September 22, 2020</li> <li>• Tuesday October 13, 2020</li> <li>• Tuesday November 17, 2020</li> <li>• Tuesday January 19, 2021</li> <li>• Tuesday February 16, 2021 Final Fifty</li> <li>• Tuesday February 23, 2021</li> <li>• Tuesday March 23, 2021</li> <li>• Tuesday April 20, 2021</li> <li>• Tuesday May 18, 2021</li> <li>• Tuesday June 8, 2021 Celebration Dinner</li> </ul> <p><b>Motion to approve the dates above.</b></p> <p>Moved: Melanie Stoll    Seconded: Karen Strowbridge    No Objections    Carried</p> <p>8.3 Annual financial reporting is to be sent to the TCDSB. Ian will share information with us once it is prepared.</p> |
| 9. Old Business             | <p>9.1 Durham Recycling &amp; Waste Management initiative has been put on hold for next year.</p> <p>Andrea Szabo provided suggested Durham's suggestions on ways to improve Recycling and Waste Management to the Principal.</p> <p>These were reviewed and where applicable will be implemented.</p> <p>9.2 Approval of Revised Constitution</p> <p>The Chair reported that the revised Constitution was approved and is now in effect. It has been posted on the school's portal for parents.</p>  |
| 10. New Business            | <p>10.1 Carry over of 2019-2020 liabilities to next school year</p> <p>The Chair reported that a total of \$637.37 in liabilities for the 2019-2020 will not be paid out of Council's 2019-2020 funds and will need to be carried over into the 2020-2021 school year due to the COVID-19 situation.</p> <p><b>Motion to carry over 2019-2020 liabilities of \$637.37 to 2020-2021</b></p> <p>Moved: Andrea Szabo    Seconded: Melanie Stoll    No Objections    Carried</p> <p>10.2 Approval of funds for Council Appreciation Tokens</p>  |

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|                             | <p>It was agreed that this item will be modified to be approval to not issue any Tokens of Appreciation for 2019-2020.</p> <p>Motion to not Issue and Tokens of Appreciation to Council for 2019-2020</p> <p>Moved: Melanie Stoll    Seconded: Karen Strowbridge    No Objections                      Carried</p> <p>10.3    Open Forum</p> <p>10.3.1    Question regarding refund of Grad Fees previously paid. Looking at a date of Thursday after Thanksgiving (October 15, 2020) for graduation, with Prom on the Friday October 16, 2020. Students could possibly receive their cap and gown when they clean out their locker, or in October at graduation. There is no date or schedule yet for locker clean outs.</p> <p>10.3.2    Students should be communicating with their teacher regularly. Should be more than just once a week. Students can reach out to teachers when they have questions, or need clarification.</p> <p>10.3.3    Yearbook is still being worked on. They are adding some features to highlight life during Covid19</p> |
| 11. Date of Next Meeting(s) | 2020-2021 Annual General meet8ing (AGM) and First Meeting: <b>September 22, 2020</b>   |
| 12. Adjournment             | <p><b>MOTION: That the meeting be adjourned</b></p> <p>Moved: Melanie Stoll    Seconded: Andrea Szabo                      No Objections                      Carried</p> <p>The Chair declared the meeting adjourned at 8:40 p.m.</p>   |