



MOTHER CABRINI CATHOLIC SCHOOL PARENT COUNCIL MEETING MINUTES



Date of Council Meeting Minutes (mm/dd/yy): 09/13/17 **Time of Meeting:** 6:30 PM

Location of Meeting:
Mother Cabrini Catholic School, 720 Renforth Drive, Etobicoke ON M9C2N9, Library

Council Members: Nicole Arsenault, Cori Stadler, Chris Stadler, Christina Forsyth, Sherryann Ambrose, Teacher Representative, Susanne Burr, Laura Cannone, Katrina Delmas, Christian Forgues, Mike Gentile, Nick Giovanelli, Vesna Klaric

Next Meeting:

Date: 10/04/17	Time: 6:30 PM – 8:30 PM	Location: Mother Cabrini Catholic School Library
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	<p>5.2 Safe School Advisory Committee (SSAC) Representative: The SSAC Representative position requires attending SSAC meetings ~four times per year (5:00 to 7:00 PM, Catholic Education Centre, 80 Sheppard Avenue East) focusing on issues of community safety (e.g., traffic, bussing, violence). Two parents per school may serve after completing an application form available at: https://www.tcdsb.org/FORPARENTS/Pages/safeschoolsadvisory.aspx</p> <p><i>UPDATE 09/18/17:</i> Application deadline is Friday, September 29th, 2017.</p> <p>A single candidate volunteered for nomination and was unanimously approved. A second position remains vacant.</p> <p>Motion: It was moved that Mike Gentile be the SSAC Representative. Carried</p> <p>5.3 Pizza Lunch Organizer: Parent volunteer Gina Ricci offered to organize the pizza lunch days, following a training period with current organizer, Co-Chair Cori Stadler. Candidacy was uncontested and unanimously approved.</p> <p>Motion: It was moved that, following training, Gina Ricci take over as the Pizza Lunch Organizer. Carried</p>
<p>6.0 Approval of 2017 – 2018 Monthly Meeting Dates</p>	<p>Council agreed that meetings held on the 1st Wednesday of each month should continue into the current term. To ensure meeting efficiency the agenda, including any attachments for review (e.g., prior meeting minutes, budgets), will be distributed a week before each scheduled meeting. Agenda items should be submitted to Co-Chair Cori Stadler prior to the distribution deadline, questions on attachments should be prepared beforehand, and meeting timing should be monitored and adhered to.</p> <p>Motion: It was moved that monthly meetings be convened every 1st Wednesday of the month, with the exception of January (2nd Wednesday) and June (2rd Wednesday) meetings, from 6:30 to 8:30 PM. Mover: Nicole Arsenault Seconded: Katrina Delmas Carried</p> <p><i>UPDATE 09/14/17:</i> The formal meetings remaining to be held in the 2017 - 2018 school year are: Meeting #2 October 4, 2017 (NB: Budgetary meeting) Meeting #3 November 1, 2017 Meeting #4 December 6, 2017 Meeting #5 January 10, 2018 (NB: 2nd Wednesday of month)</p>

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Meeting #6 February 7, 2018
 Meeting #7 March 7, 2018
 Meeting #8 April 4, 2018
 Meeting #9 May 2, 2018
 Meeting #10 June 13, 2018 (NB: 2nd Wednesday of month, tentative)
 All meetings to be held at: Mother Cabrini Catholic School, 720 Renforth Drive, Etobicoke ON M9C2N9, Library

7.0 QSP and Halloween Dance Discussion / Decision

Co-Chairs Nicole Arsenault and Cori Stadler reported.

7.1 QSP Fundraising:

Council discussed continuing with QSP fundraising initiatives of magazine subscriptions and cookie dough orders. Advantages include: a \$10 commission to the CSPC funds for each order; QSP honouring magazine promotional rates; QSP gift certificate options; secure packaging of food products preventing contamination; and well-received small prize incentives for students. Key issues regarding fundraiser timing were discussed, including a three-week delivery lead and a two-week campaign to optimize participation. This resulted in consensus decision that the campaign will proceed in November to ensure December delivery.

Motion: It was moved that QSP fundraising with magazine subscriptions and cookie dough orders be pursued over a two-week period in November 2017.
Carried

7.2 Halloween Dance-a-thon Fundraising:

Council considered the popularity of the Halloween Dance-a-thon fundraising initiative. Factors in favour of continuing the initiative were the enjoyment of the students and its past success (e.g., 2016 raised \$3100 from sponsorship forms). It was decided that the class with the most funds raised will receive a pizza lunch and an extra dance session.

Motion: It was moved that the Halloween Dance-a-thon fundraising initiative be held in October 2017.
Carried

8.0 Principal's Report

Principal Sherryann Ambrose reported.

8.1 Important Dates:

Sep. 12, 2017: Mrs. Pacheco's class attended a Digital Design Technology workshop.

Sep. 13, 2017: First martial arts program session at 3:00 PM in gym (reoccurring weekly).

Sep. 14, 2017: First school mass at 12:30 PM in gym.

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Sep. 19, 2017: Safety Patrol Meeting (Mrs. Adamo to meet with new Community Liaison Officer, Constable Leanne Beckwith).
 Sep. 21, 2017: Curriculum night at 6:45 PM in gym, to be attended by the Deacon.
 Sep. 28, 2017: Mrs. De Braga and ME to WE students meeting at the ACC.
 Sep. 29, 2017: Positive Behaviour, Character Education, Growth Mindset, NED Show.
 Oct. 03, 2017: Terry Fox Walk.
 Oct. 06, 2017: PA day.

8.2 Cash Online System:

School related activates (e.g., class excursions, milk program) requiring student payments will be completed online. Council discussed that the Board retains 15% of the HST rebate for each school utilizing the system (rather than the entirety going back to the school). The Board further receives fees from fundraising efforts, and a 1-3% transaction fee for cash online would additionally be charged, with questionable expenditure of those funds. In an effort to ensure all funding continues to benefit the students specifically, the CSCP cannot yet offer the system for CSCP initiatives.

8.3 Student Enrollment:

There are 180 students currently enrolled. One permanent Educational Assistant (EA) has been hired, with one additional EA to be secured. Mr. DaSilva is acting as the interim EA.

8.4 Kiss and Ride:

The Kiss and Ride program had a good start, though there remain some issues with parents socializing during pick-up and causing congestion during this time. With the addition of bicycle lanes along Renforth Avenue, where pick-up lines often spill over, it is critical for parents to be prompt in picking up their children and exiting the school grounds.

8.5 Education Quality Assurance Ontario (EQAO) Scores:

The Ministry will be exploring revamping the Ontario math curriculum, as there is area for significant improvement. Changes to the report card system may also occur.

Some preliminary scores for Mother Cabrini Catholic School are as follows:
 Grade 3: Writing – 91% at level 4; Reading – 71% at level 3; Math – 64%.
 Grade 6: Writing – 62%; Reading – 77% at level 3; Math – 46% (despite 92% favourable attitude towards mathematics).

The low mathematics scores (while comparable to provincial averages) prompted a discussion by council on how to improve math averages within the school. Options were outlined, including: identifying students that would benefit from assistance via EQA tests and earlier performance measures; parent-led initiatives outside of school (e.g., tip sheet for parents; parents allowing children to pay for

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items at stores); in-class math helpers (e.g., showcase older children excelling at math as mentors, either within the school or from Michael Power); break out sessions; resource room; CSPC sponsored Math (or math-related Games) Night; addition of a math section and / or highlighting free / low cost math apps in the Newsletter.

9.0 Matters Arising During the Current Meeting

9.1 Additional Fundraiser / Community Initiatives:

A few additional fundraising / community initiatives were discussed by council, including Games Night (e.g., Monopoly, BINGO), Boutique Night (bringing in local vendors to sell their wares / services), and a Curriculum Night BBQ. Pros highlighted were: increased community building; increased funding potential; advertising of local businesses via sponsorship (e.g., providing snacks for Games Nights). A concern raised was whether vendors would want to participate at a small school. Extending an invitation to the larger community to attend could alleviate this. Council are encouraged to continue to propose alternate / additional fundraising ideas for consideration.

UPDATE 09/17/17: Co-Chair Cori Stadler propositioned that \$275 from the Board-allocated Parent Involve Fund (PIF; total funds available: \$500) be used towards the proposed Curriculum Night BBQ. Treasurer Chris Stadler, Vesna Klaric, and Mike Gentile volunteered to organize and run the complementary BBQ before Curriculum Night.

Motion: It was moved that up to \$275 be allocated to a Curriculum Night BBQ to be held September 21, 2017 at 5:30 PM.

Mover: Chris Stadler
Carried

Seconded: Vesna Klaric

9.2 Improved Parent Communication:

The issue of improving communication between the CSPC and larger parent community was debated. The following options were discussed: email capabilities of the CSPC; Newsletter availability / promotion; use of social media as a tool for disseminating information (e.g., Facebook); promotion of communication tools at school events (e.g., Curriculum Night); email briefs for parents (e.g., Flash Fridays: a two line email highlighting critical information send out at the end of the week); use of apps for communication (e.g., Remind app for JK/SK class notices); improved utilization of the school's webpage. Potential issues were discussed, including: email list distribution limits; consent to be included on private distribution lists. Principal Sherryann Ambrose indicated she and School Secretary Alejandra Arandia are currently compiling a parent email list. Laura Cannone volunteered to test the functionality of a Mother Cabrini CSPC Facebook group in sending announcements.

9.3 Martial Arts Program Report:

Secretary Christina Forsyth and Mike Gentile have volunteered to attend and assist the martial arts program, as necessary. The council discussed issues with

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parent pick-up, including: accurate time; location; monitoring of student release; contact in case of late pick-up. Co-Chair Cori Stadler indicated Wadoka Academy must be responsible for developing and implementing an acceptable exit strategy for students and will contact Colin Ninvalle to clarify the details.

10.0 Unfinished (Old) Business From Minutes of Prior Meetings

10.1 Arts / Speaker Presentations:
Susanne Burr reminded council that \$1500 was allocated to Arts Presentations from the surplus funds for the 2017 – 2018 term. She and Principle Sherryann Ambrose will be meeting with representatives of Aussie X-Movement and You've Got Dance, which provide customized packages, to discuss details of services offered and approximate costs on Thursday, September 14, 2017 and Tuesday, September 19, 2017, respectively. Nick Giovanelli and Principal Sherryann Ambrose will connect to discuss potential dates for two PRO Grant speaker presentations for parent engagement.

11.0 Adjournment

Motion: It was moved that the meeting stand adjourned.
Carried

Co-Chair Cori Stadler declared the meeting adjourned at 9:05 PM.

IV. ASSESSMENT OF THE MEETING

GENERAL COMMENTS:

Agenda and related meeting attachments (e.g., prior meeting minutes; budget documents) will be distributed one week prior to each meeting date. Please forward agenda items to Co-Chair Cori Stadler and minor clarifications / corrections of minutes to Secretary Christina Forsyth prior to the distribution deadline (**current deadline: Wednesday, September 27, 2017**). Please review the agenda, minutes, and any other attached documentation and prepare comments / questions beforehand as best as possible.

ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	7.1	QSP fundraising campaign date TBD at next meeting.	Council
<input type="checkbox"/>	7.2	Halloween Dance-a-thon committee and date TBD at next meeting.	Council
<input type="checkbox"/>	8.5	Decide whether to pursue any math boosting activities discussed and assign persons responsible.	Council
<input type="checkbox"/>	9.1	Organize and run a CSPC sponsored Curriculum Night BBQ at 5:30 PM on Thursday, September 21, 2017 (budget: \$275 from PIF).	Treasurer Chris Stadler; Vesna Klaric; Mike Gentile

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	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	9.1	Decide whether to pursue any other fundraising / community-building activities (e.g., Games Night; Boutique Night) discussed and assign persons responsible.	Council
<input type="checkbox"/>	9.1	A list of fundraising initiatives with funds generated was requested to be included at the next meeting.	Treasurer Chris Stadler
<input type="checkbox"/>	9.2	Compile a school email distribution list.	Principal Sherryann Ambrose; School Secretary Alejandra Arandia
<input type="checkbox"/>	9.2	Test School Facebook page capabilities for sending notices and keeping parents informed about CSPC related information.	Laura Cannone
<input type="checkbox"/>	9.2	Decide whether to pursue any other communication tools discussed and assign persons responsible.	Council
<input type="checkbox"/>	9.3	Contact Colin Ninvalle (Wadoka Academy of Martial Arts) to determine the exit strategy for students at the end of each session.	Co-Chair Cori Stadler
<input type="checkbox"/>	10.1	Connect with Aussie X-Movement to determine package details on Thursday, September 14, 2017 and report back to CSPC during the next meeting.	Susanne Burr; Principal Sherryann Ambrose
<input type="checkbox"/>	10.1	Connect with You've Got Dance to determine package details on Tuesday, September 19, 2017 and report back to CSPC during the next meeting.	Susanne Burr; Principal Sherryann Ambrose
<input type="checkbox"/>	10.1	Provide further details regarding PRO Grant speakers to CSPC during the next meeting.	Nick Giovanelli; Principal Sherryann Ambrose

Minutes respectfully submitted to the Members of the CSPC by Secretary Christina Forsyth.

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