



**MOTHER CABRINI
CATHOLIC SCHOOL PARENT COUNCIL
MEETING MINUTES**



Date of Council Meeting Minutes (mm/dd/yy): 03/07/18 **Time of Meeting:** 6:30 PM

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

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

Next Meeting:

Date:	Time:	Location:
04/04/18	6:30 PM	Staff Room

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II. MEETING MEMBERS

PRESENT:

Executive

Nicole Arsenault, Co-Chair
Cori Stadler, Co-Chair
Chris Stadler, Treasurer
Christina Forsyth, Secretary

Members at Large

Laura Cannone
Katrina Delmas
Christian Forgues
Mike Gentile
Vesna Klaric
Bobby Miller
Gina Ricci

Non-Voting

Sherryann Ambrose, Principal

REGRETS:

Nick Giovanelli, OAPCE Rep; Teacher Representative

GUESTS PRESENT:

Jackie Biase; Lisa Fernandes

III. PROCEEDINGS

AGENDA ITEM	DISCUSSION & DECISIONS
1.0 Opening Welcome and Prayer	<p>Co-Chair Nicole Arsenault welcomed everyone and the meeting was called to order at 6:38 PM.</p> <p>Principal Sherryann Ambrose led the opening prayer.</p>
2.0 Adoption of Proposed Agenda	<p>After those present had an opportunity to review the proposed agenda, and a call for additions and changes was made, the following motion was proposed:</p> <p>Motion: It was moved that the proposed Agenda for the Meeting of Wednesday, March 7, 2018, including additions and changes, be formally adopted as the Meeting Agenda.</p> <p>Carried</p>
3.0 Review, Approval & Confirmation of Prior CSPC Meetings	<p>The Minutes of the Meeting of Wednesday, February 7, 2018 were distributed.</p> <p>After those present had an opportunity to review the Minutes, the following motion was proposed:</p> <p>Motion: It was moved that the Minutes of the Meeting of Wednesday, February 7, 2018, with corrections and changes, be formally approved and confirmed as the official record of proceedings.</p> <p>Mover: Laura Cannone Seconded: Katrina Delmas</p> <p>Carried</p>

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4.0 Principal's Report

Principal Sherryann Ambrose reported.

4.1 Acknowledgements:

A warm welcome was extended to the council and this month's meeting guests. Special thanks to the teachers involved in the Ski Trips and to Mrs. Pacheco for her efforts in winning the additional free Ski Trip. Gratitude to all the parents that came out to volunteer during the Shrove Tuesday pancake breakfast. Appreciation to Co-Chair Nicole Arsenault for submitting a successful TCDSB Outdoor Education Grant application and to Katrina Delmas for her significant efforts on the Big Box of Cards Fundraiser for the Library. All our prayers and best wishes go out to Madame Al-Dhar for a speedy recovery; a substitute has been secured during her absence.

4.2 Important Dates:

- Mar. 08, 2018: Grade 4 – 8 Horseshoe Valley Resort Ski Trip.
- Mar. 09, 2018: Family Skate; parents to accompany younger children and appropriate dress, including helmets, are to be worn by all students.
- Mar. 12 – 16, 2018: March break; back to school on the 19th.
- Mar. 17, 2018: Happy St. Patrick's Day!
- Mar. 18 – 24, 2018: Share Life Week.
- Mar. 27, 2018: Grade 8 and SK graduation photos.
- May 28 – Jun. 04, 2018: Grade 3 / 6 EQAO and Grade 2 / 5 / 7 CAT Testing; Parents are kindly asked to please refrain from travel during these dates.

4.3 Mental Health Week / March Mass / World Day of Prayer:

Mrs. Da Braga and the Mental Health & Wellness Club assembled a bulletin board to help spread awareness for mental health. No date for March Mass has been secured as of yet. Friday, March 2, 2018 was World Day of Prayer and teachers and staff sent special prayers to our 3 teachers from Mother Cabrini that are currently away.

4.4 Aussie X Update:

The Aussie X program has been secured for May 10 – 11, 2018. With the full \$1500 Outdoor Education Grant received, the remaining cost will be \$1042.50. The program will run over the 2 days with a Community Night held on May 11, 2018 where students and parents will engage in the skills and techniques learned during the program.

4.5 Standing Desk Purchase Update:

The approved standing desk has been ordered. The total cost came to \$206 (budget: \$162) and the official invoice will be submitted to Treasurer Chris Stadler once available.

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	<p style="text-align: center;"><u>4.6 Technology Adjunct Fund Update:</u></p> <p>Eight plug in computer speakers are still required to be purchased. Co-Chairs Nicole Arsenault and Cori Stadler indicated that the pricing and type of speakers is pending finalization. Additionally, the number of retractable extension cords is pending finalization. Two cords have been provided to date and 8 are available if needed.</p> <p style="text-align: center;"><u>4.7 Recess Reflection:</u></p> <p>Teaching staff members Mrs. Adamo, John, and Da Silva will be volunteering to supervise a Recess Reflection period for any students requiring assistance from a teacher in resolving yard issues.</p> <p style="text-align: center;"><u>4.8 Safety During Morning Drop Off / Kiss & Ride Program:</u></p> <p>Parents will be reminded not to drop off students before 8:10 AM at the school as there is no on duty supervision prior to this time. An incident regarding the unsafe idling of an unoccupied vehicle was reported during the Kiss & Ride program. Parents will be reminded to place their vehicles into park, turn off the ignition, and wait for the supervisor on duty to retrieve the student from the vehicle and escort them to the school.</p>
<p>5.0 Treasurer’s Report</p>	<p>Treasurer Chris Stadler reported.</p> <p>The treasurer’s report was distributed (Appendix A). The Big Box of Cards Library Fundraising drive raised \$1716.50 (the value may be closer to \$2000 after late payments are accounted for). Current funds available are \$10,096.32, with fundraising to date totalling \$15,903.12. Any associated costs for music instrument repairs have not yet been submitted. Co-Chair Cori Stadler clarified that the Grade 8 trip bus transportation cost will be a total of \$480 (\$240 x 2 buses) and the Grade 8 Graduation budget will be \$375.</p>
<p>6.0 OAPCE / PRO Grant Report</p>	<p>Co-Chair Nicole Arsenault reported.</p> <p>The OAPCE Parent Summit will be held on May 5, 2018 at the Catholic Education Centre (please see Appendix B for the flyer).</p> <p>The PRO Grant speaker has not yet been secured. Council discussed that Youth Coach Global should be contacted ASAP in order to secure a speaker session for the 3rd or 4th week of April 2018.</p> <p>Congratulations to Nick Giovanelli for his recent appointment as one of 3 new OAPCE Directors representing Toronto at the provincial level.</p>
<p>7.0 Parish Report</p>	<p>Co-Chair Nicole Arsenault reported.</p> <p>The EDGE Youth Ministry meetings continue. EDGE Adventure Camp for students in Grades 6 – 8 and Nativity Summer Day Camp for students in Grades 1 – 6 are still accepting registrations. Sponsorship options may be available to assist with costs; please contact Courtney Strom for more information: nativityyouth@outlook.com, 416-621-2732 Ext 22.</p>

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8.0 Home Alone Workshop

Co-Chair Cori Stadler reported.

Toronto Public Health Nurse Beth Baker can run a workshop for children ages 10 – 14 offering tips on how to be at home alone safely. A minimum of 10 participants are required for the workshop. This workshop could be held on an annual basis.

9.0 Unfinished (Old) Business From Minutes of Prior Meetings

9.1 Progressive Discipline Presentation Update: Co-Chair Cori Stadler reported.

Superintendent Doug Yack has indicated that multiple schools are potentially interested in the progressive discipline presentation. As a result, the presentation may be developed for a larger audience. Council will be updated as more details become available.

9.2 Maker Kids Experience Coding Workshop Update: Laura Cannone reported.

Maker Kids does not have any remaining bookings available for the year. Co-Chair Nicole Arsenault indicated that there is a TCDSB approved coding program. The \$1000 PRO Grant (application for 2018 / 2019 due May 12, 2018) could potentially be used towards the coding program.

Motion: It was moved that a PRO Grant application be submitted May 12, 2018 for a coding program to be offered to students for the 2018 / 2019 school year.

Carried

9.3 Improved Parent Communication: Co-Chair Cori Stadler and Laura Cannone reported.

Co-Chair Cori Stadler shared that there have been parent concerns expressed over communications and the school Newsletter / Calendar not being well accessed online. Mother Cabrini Catholic School is making an effort to have most communications accessed online by September 2018. The CSPC will put out a one-page Bulletin highlighting our events and initiatives, as well as encouraging parents to access various school informational materials online. The Student Agendas, school letterhead, and Flash Fridays will further highlight the online availability of these materials. The CSPC Bulletin will also make clear that hardcopies of the Newsletter and Calendar are available from the school's office.

Laura Cannone updated council that the Flash Friday emails will be organized and implemented according to Board recommendations. The emails will be brief reminders of upcoming events, initiatives, and information relevant to the coming week(s) at the school. The Flash Fridays should be ready to begin shortly following the March Break. Co-Chair Cori Stadler will be responsible for updating the email list.

9.4 BINGO Night Update: Laura Cannone reported.

The BINGO Committee has been provided with Donation Request Letters to solicit prizes for the event. Deadline to secure all prizes is April 4, 2018. A letter to parents will be created including an order form for packages (i.e., a \$13 value

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package including 2 pizza slices, a drink, a BINGO book, and a bonus card will be sold for \$10). Limited a-la-carte options will be available the night of. Stations for food and BINGO supplies will be set up and a 50/50 draw will be held. The Mother Cabrini Gym has a maximum capacity of 194 people. Michael Powers and Nativity of Our Lord Church will be contacted to determine venue rental availability.

9.5 Big Box Sales Summary: Katrina Delmas reported.

The response to the Big Box fundraising drive was very positive and parents are eager to see a repeat of the initiative; for example, an All-Occasions Box of Cards can be pursued next. One box of cards remains and the council agreed to gift this box to School Secretary Alejandra Arandia as a token of our gratitude for all of her much appreciated efforts.

9.6 Chocolate Fundraiser Update: Co-Chair Cori Stadler reported.

Originally the Chocolate Fundraiser was proposed as a joint venture between the CSPC and the school; however, at this time, School Secretary Alajandra Arandia will regretfully not be able to devote the time necessary to assisting with this endeavour. Council discussed pursuing this fundraiser in September 2018. The campaign would run for approximately 2 – 3 weeks, and include an informational assembly, similar to the QSP campaign. Boxes of chocolates would cost approximately \$3 with 50% profit to the CSPC per case sold. Profits will be designated to a specific goal, as yet to be determined.

Another fundraising option was proposed to sell pizza kits, purchased via toninospizza.ca, at \$25 per kit. A kit comes with enough supplies to make two pizzas. CSPC profit would be \$5 per box.

**Motion: It was moved that the CSPC hold a Pizza Kit Fundraiser.
Failed**

9.7 By-Laws Review Update: Secretary Christina Forsyth reported.

Please see Appendix C for a summary of the By-Law review. It was clarified that the Teacher Representative is a voting member of the CSPC. Following future CSPC elections it will be determined whether there is a council member with an interest in Special Education. An Election Planning Committee should be formed in May 2018; Principal Sherryann Ambrose will connect with teaching staff to find a volunteer to help serve on that committee. Elections will be conducted via secret ballot as per Ontario Regulations. Board employees will be asked to explicitly state their affiliations during election proceedings. Amendments to By-Laws will be clearly documented in Minutes and on the By-Law documents. An Annual Report, using TCDSB templates, will be generated by council for distribution to parents.

There was discussion regarding the necessity of convening an Internal Audit Committee. Some By-Law wording implies this is an optional committee. A summary report of finances is distributed to all council members on a monthly basis by the Treasurer. Principal Sherryann Ambrose will follow up with the TCDSB to determine whether a formal Internal Audit Committee should be created. Bobby Miller volunteers to participate should there be a requirement for this committee.

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10.0 Matters Arising During the Current Meeting	<p>10.1 <u>Martial Arts Program Update:</u> Mike Gentile reported.</p> <p>There was a parent complaint that a guardian brought a small dog on school premises during the Martial Arts Program. It was determined the animal was not a service animal and the guardian was asked to not bring the dog back.</p> <p>Additionally, there was a parent complaint that student washrooms were being entered by other parents, which could pose a safety concern when there are other students using these washrooms. The single washroom located in the Girl's Locker room off of the gym will be designated a Family Washroom for those younger students requiring parental assistance.</p>
11.0 Items Deferred to Future Meetings	There were no agenda items requiring deferral.
12.0 Date, Time & Location of Next Meetings	<p>The formal meetings remaining to be held in the 2017 – 2018 school year are:</p> <p>Meeting #7 April 4, 2018</p> <p>Meeting #8 May 2, 2018</p> <p>Meeting #9 June 13, 2018 (NB: 2nd Wednesday of month, tentative)</p> <p>All meetings to be held at: Mother Cabrini Catholic School, 720 Renforth Drive, Etobicoke ON M9C2N9, Staff Room</p>
13.0 Adjournment	<p>Motion: It was moved that the meeting stand adjourned. Carried</p> <p>Co-Chair Nicole Arsenault declared the meeting adjourned at 8:57 PM.</p>

IV. ASSESSMENT OF THE MEETING

GENERAL COMMENTS:

A call for Agenda items will be made on Wednesday, March 21, 2018. Please submit all 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, March 28, 2018**). In the week leading up to Meeting #7, please review the agenda, minutes, and any other attached documentation and prepare comments / questions beforehand as best as possible.

MEETING #6 (03/07/18) ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	4.6	Finalize the price / type of computer speakers and number of extension cords required from the Technology Adjunct budget.	Principal Sherryann Ambrose

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	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	4.8	Distribute a notice to parents regarding safety procedures during the student Drop Off / Kiss & Ride Program times.	Principal Sherryann Ambrose
<input type="checkbox"/>	5.0	Follow up with the substitute music teacher to determine whether any instruments are in need of repairs.	Principal Sherryann Ambrose
<input type="checkbox"/>	6.0	Follow up with OAPCE Rep Nick Giovanelli regarding the scheduling of a speaker for the PRO Grant speaker session.	Co-Chair Nicole Arsenault
<input type="checkbox"/>	8.0	Develop and distribute a form to determine parent interest in having their children (ages 10 – 14 years) participate in a Home Alone Workshop.	Co-Chair Cori Staler
<input type="checkbox"/>	9.4	Determine the availability of Michael Power or Nativity of Our Lord Church as a possible venue for BINGO Night on April 13, 2018 from 4:30 – 9:30 PM.	Principal Sherryann Ambrose; Co-Chair Nicole Arsenault
<input type="checkbox"/>	9.6	Organize a Chocolate Sales Fundraiser for September 2018.	Co-Chair Cori Stadler
<input type="checkbox"/>	9.7	Recruit a teacher volunteer to serve on the CSPC Election Committee.	Principal Sherryann Ambrose
<input type="checkbox"/>	9.7	Follow up with the TCDSB to determine if the formation of an Internal Audit Committee is mandatory or optional for the CSPC.	Principal Sherryann Ambrose
<input type="checkbox"/>	9.7	Prepare an Annual CSPC Report (to be distributed at the end of each school year) highlighting the positive impact of fundraising initiatives for student enrichment.	Council
<input type="checkbox"/>	10.1	Follow up with Martial Arts Program Director Colin Ninvalle regarding the Family Washroom to be used by students requiring parental assistance during the program's duration.	Mike Gentile

MEETING #5 (02/07/18) ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	4.3	Determine whether TCDSB funding exists for the Special Needs Program at Mother Cabrini.	Principal Sherryann Ambrose

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	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	4.4	Inform parents via the Newsletter regarding Lockdown Signs that are placed on school doors during a lockdown incident.	Principal Sherryann Ambrose
<input type="checkbox"/>	5.0	Contact Scientist in the School program regarding cashing of an outstanding cheque.	Treasurer Chris Stadler
<input type="checkbox"/>	6.0	Contact Youth Coach Global to determine speaker availability for the second PRO Grant sponsored parent engagement session (potential dates in 3 rd / 4 th week of April, 2018).	OAPCE Rep Nick Giovanelli
<input type="checkbox"/>	6.0	Form a Grant Committee to review and select relevant funding opportunities for application.	Council
<input type="checkbox"/>	8.1	Follow up on Cash Online HST inquiry, system feedback, and report back to council on findings.	Trustee Ann Andrachuk
<input type="checkbox"/>	8.3	Set up a Progressive Discipline workshop for the Mother Cabrini parent community.	Superintendent Doug Yack; Co-Chair Cori Stadler
<input type="checkbox"/>	10.0	Follow up on Ontario Regulations regarding TCDSB employment status and council membership and report back to council on findings.	Trustee Ann Andrachuk

MEETING #4 (01/17/18) ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	9.0	Notify parents via the Newsletter of the new Volunteer Registration Form being implemented.	Principal Sherryann Ambrose
<input type="checkbox"/>	10.2	Compile details regarding the Amazon Affiliate Program and the CSPC's eligibility and report to council.	Laura Cannone
<input type="checkbox"/>	10.3	Re-visit the organization and scheduling of STEM programming via Maker Kids, Hatch Coding, or alternates and report back to council.	Laura Cannone
<input type="checkbox"/>	11.1	Plan initiatives to improve the Library's book collection and report to council.	Kartina Delmas
<input type="checkbox"/>	11.1	Discuss whether there are funds available to donate to improving the Library's book collection and vote.	Council; Principal Sherryann Ambrose

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MEETING #3 (11/01/17) ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	8.1	Organize and run a BINGO Night fundraising event for Friday, April 13, 2018 at 6:00 – 9:00 PM (budget TBD), including procuring donated prizes for adults and children and the set-up of a supervised childcare option.	CSPC Social Committee
<input type="checkbox"/>	8.1	Determine if there is access to a BINGO cage for BINGO Night.	Co-Chair Nicole Arsenault
<input type="checkbox"/>	8.4	Update the Curriculum Enhancement Donation Flyer to include instructions on how to make tax-deductible donations to the CSPC.	Secretary Christina Forsyth
<input type="checkbox"/>	8.5	Procure Grade 5 – 6 emails for the email distribution list.	Principal Sherryann Ambrose
<input type="checkbox"/>	8.5	Contact Help Desk to determine if a global email distribution list can be compiled.	Principal Sherryann Ambrose
<input type="checkbox"/>	8.5	Follow up with School Secretary Alejandra Arandia to add sport team tryout dates to the school calendar.	Principal Sherryann Ambrose

MEETING #2 (10/04/17) ACTION ITEMS:

	AGENDA #	DETAILS	PERSON(S) RESPONSIBLE
<input type="checkbox"/>	4.0	Contact Ms. Hlady-Madeira to ensure the Grade 8 Graduation is receiving sufficient funding. Forward details to Co-Chair Nicole Arsenault.	Principal Sherryann Ambrose
<input type="checkbox"/>	4.0	Contact Mr. Amadei for an inventory of expected costs to facilitate funding allocation for the Music Instrument Program. Additionally request a mid-term update to confirm the program has adequate funding for the remainder of the year.	Principal Sherryann Ambrose
<input type="checkbox"/>	4.0	Elicit donations of retractable extension cords and iPhone 6 chargers (for iPads) from the CSPC council via the Facebook group. Any remaining need thereafter will be opened up to the larger parent community.	Laura Cannone

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

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Description	Date	Balance	Funds In	Cheque #	Funds Out	Fundraising Total
Opening balance for CSPC 2017/2018		2,893.72				
September 2017						
Pizza lunch orders (sept/oct)	Sept 22, 2017	4,425.47	1,531.75			1,531.75
Pizza lunch supplies (terra cotta cookies)	Sept 27, 2017	4,310.27		267	115.20	-115.20
French cooking presentation grant refund		4,613.87	303.60			
BMO maintenance fee	Sept 29, 2017	4,611.37			2.50	
CHQ 14 @ \$0.20		4,608.57			2.80	
October 2017						
welcome BBQ supplies (Chris Stadler)	Oct 3, 2017	4,520.58		271	87.99	
Welcome bbq&pizza lunch supplies (Cori S.)		4,444.09		270	76.49	-58.81
Pizza lunch invoice	Oct 5, 2017	4,239.28		268	204.81	204.81
pizza lunch orders (Sept./Oct.)	Oct 10, 2017	4,350.53	111.25			111.25
Stamps pizza lunch juice (Cori S.)	Oct 16, 2017	4,297.85		273	52.68	-52.68
Pizza lunch invoice		4,084.85		272	213.00	-213.00
welcome BBQ supplies (Vesna Klaric)		3,892.92		269	191.93	
Jean Miso (remembrance day books)	Oct 23, 2017	3,779.92		275	113.00	
BMO maintenance fee	Oct 31, 2017	3,777.42			2.50	
halloween dance fund raising funds		6,374.87	2,597.45			2,597.45
halloween dance, pizza lunch & csac supplies (Cori S)		6,282.34		279	92.53	
Pizza lunch invoice		6,052.94		276	229.40	
BMO cost of depositing coins		6,052.81			0.13	
November 2017						
DJ halloween dance	Nov 2, 2017	5,652.81		278	400.00	-400.00

projector for school		5,104.76		274	548.05	
pizza lunch orders (Nov.)	Nov 6, 2017	6,214.06	1,109.30			1,109.30
pizza for halloween dance winner	Nov 7, 2017	6,173.11		277	40.95	-40.95
scientists in school	Nov 9, 2017	5,974.11		280	199.00	
Pizza lunch invoice	Nov 10, 2017	5,761.11		283	213.00	-213.00
Bus transportation (round the bend farm)	Nov 14, 2017	5,450.36		281	310.75	
bus transportation (toronto zoo)		5,162.21		282	288.15	
pizza lunch juice/halloween dance supplies (Cori S)	Nov 16, 2017	5,096.63		284	65.58	-65.58
terra cotta cookies (pizza lunch supplies)	Nov 20, 2017	4,983.72		285	112.91	-112.91
Pizza lunch invoice	Nov 24, 2017	4,762.52		286	221.20	
BMO maintenance fee	Nov 30, 2017	4,760.02			2.50	
Chq 11 @ \$0.20		4,757.82			2.20	
December 2017						
pizza lunch orders	Dec 4, 2017	5,670.37	912.55			912.55
QSP orders		5,979.12	308.75			308.25
Advent mass orders		7,449.12	1,470.00			1,540.00
Fundscript funds collected		12,819.12	5,370.00			5,410.00
Fundscript Orders	Dec 6, 2017	7,409.12			5410.00	-5,410.00
CSAC supplies (Nicole Arsenault)	Dec 8, 2017	7,355.49		288	53.63	
Pizza lunch invoice	Dec 12, 2017	7,175.25		291	180.24	-180.24
Suitcase Theatre	Dec 13, 2017	6,476.25		287	699.00	
Advent mass/dinner supplies (N. Arsenault)	Dec 18, 2017	5,098.20		293	1378.05	-1,378.05
QSP Funds	Dec 20, 2017	7,260.20	2,162.00			2,487.00
Advent mass orders		7,435.20	175.00			
Advent mass order refund		7,585.20	150.00			2,487.00
QSP lanyards/posters/t-shirts/keychains		7,455.60		290	129.60	-129.60
cost for new cheques	Dec 22, 2017	7,306.27			149.33	
maintenance fees	Dec 29, 2017	7,303.77			2.50	
CHQ 31 @ \$0.20		7,297.57			6.20	

January 2018						
Pizza lunch orders Jan	Jan 8, 2018	7,419.07	121.50			121.50
Pizza lunch orders Jan		8,166.82	747.75			747.75
advent mass/pizza lunch supplies/ pizza lunch invoice(dec2017)	Jan 12, 2018	7,559.51		295	607.31	-607.31
Pizza lunch invoice	Jan 15, 2018	7,379.27		298	180.24	-180.24
teacher allocation GR.8 Mrs. Hlady	Jan 16, 2018	7,229.27		296	150.00	
terra cotta cookies (pizza lunch supplies)	Jan 18, 2018	7,099.09		294	130.18	-130.18
Pizza lunch orders (late)	Jan 24, 2018	7,361.84	262.75			
Pizza lunch invoice	Jan 29, 2018	7,181.60		302	180.24	-180.24
scientists in school	Jan 31, 2018	6,982.60		301	199.00	
u got dance		4,609.60		303	2373.00	
bmo maintenance fee		4,607.10			2.50	
CHQ 9 @ \$0.20		4,605.30			1.80	
		4,605.30				
		4,605.30				
February 2018		4,605.30				
		4,605.30				
2016/2017 Progrant + PIC grant	Feb 1, 2018	6,032.80	1,427.50			
People for Education (J Strachan)	Feb 2, 2018	5,532.80		297	500.00	
	Feb 5, 2018	6,224.05	691.25			
Online penny test	Feb 8, 2018	6,224.06	0.01			
QSP outstanding balance		5,594.50		300	629.56	-629.56
Pizza lunch invoice	Feb 9, 2018	5,397.88		306	196.62	-196.62
Pancake Tuesday Supplies	Feb 12, 2018	5,349.62		305	48.26	
milk for Pancake Tuesday	Feb 15, 2018	5,218.74		309	130.88	
K Crooks multicultural night supplies	Feb 16, 2018	5,133.53		308	85.21	
scientists in school X4	Feb 22, 2018	4,337.53		304	796.00	
Pizza lunch invoice	Feb 26, 2018	4,140.91		310	196.62	-196.62
BMO maintenance fee	Feb 28, 2018	4,138.41			2.50	
CHQ 2 @ \$0.20		4,138.01			0.40	
March 2018						

save the date...



**CPIC - OAPCE
PARENT SUMMIT**



HELPING PARENTS GET TO KNOW

WHEN

Sat., May 5th, 2018

WHERE

Catholic Education Centre

Get to know...

Parent Engagement

Special Education

Math

Internet Safety

Positive Parenting

21st Century Learning

Bring the kids!

Childing minding is available for children 4-12.

AGENDA

**REGISTRATION &
BREAKFAST**

9:00 am - 9:30 am

**KEYNOTE SPEAKER:
Paul Davis - Social
Networking Safety**

9:30 am - 10:30 am

RESOURCE FAIR

10:30 am - 11:00 am

**WORKSHOP
BREAKOUT #1**

11:00 am - 12:00 am

**LUNCH &
RESOURCE FAIR**

12:00 am - 1:00 pm

**WORKSHOP
BREAKOUT #2**

1:00 pm - 2:00 pm

**Evite registration
to come.**

**MOTHER CABRINI CATHOLIC SCHOOL PARENT COUNCIL
BY-LAW COMMITTEE REVIEW
SUMMARY**

Article II. Purpose of the Organization

- Enhancement of accountability, as per Council mandate; how is this occurring?

Article V. Composition of the Council, 5.1. Elected Voting Members

- Teacher Representative- Voting or Non-Voting Member?

Article V. Composition of the Council, 5.2. Appointed Voting Members

- It should be determined whether any council currently has an interest in Special Education.

Article VI. Election Procedures, 6.1. Procedures

- Election Planning Committee formation and appointment of its Chair should take place in May.
- Election required to be conducted by secret ballot [[O. Reg. 612/00, s. 4 \(8\)](#)].
- Disclosures (or whether there are none) of Board employees not working at the school that are candidates for council should be explicitly stated during the election proceedings and documented in the Minutes.

Article VII. Term of Office, 7.2. Attendance

- Lack of documentation regarding amendment to increase the allowable missed council meetings from 2 to 3. These types of alterations should be clearly documented both in the Minutes, on the By-Laws, and as Amendments.

Article VIII. Executive Officers, 8.1 Chair/Co-Chairs

- The Annual Report was not reviewed at the AGM as per By-Law, nor distributed to parents as required [[\(O. Reg. 612/00, s. 24 \(3\)\)](#)].

Article XI. Meetings, 11.1. Annual General Meeting

- An Internal Audit Committee should be convened, and a number for membership proposed.

Article XIII. Financial Matters, 14.3. Auditors

- Nick Giovanelli volunteers his services as a CA for the Internal Audit Committee.

Article XVI. Amendments to the Constitution and By-Laws

- The May or June agenda must include an item for By-Law review in order to determine where votes are required for the following term's AGM.
- Amendments to be placed on the agenda will include:
 - Article VII. Term of Office, 7.2: clarifying 3 consecutive council meetings may be missed before forfeit consideration.
 - Article VIII. Executive Officers, Consecutive Terms of Office: defining a term limit of 5 consecutive terms for office.
 - Article XI. Meetings, 11.1. Annual General Meeting: proposing an Internal Audit Committee membership composed of 3 members.
 - Meetings, 11.7 Notice of Meetings: defining a timeframe of 14 calendar days advance notice for council meetings.