



**St. Mary of the Angels
Catholic School Advisory Council**

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May 16, 2018 Meeting Minutes

CSPC Meeting Attendees:

Executive: Paul Matos (Co-Chair), Gus Gikas (Co-Chair)

Voting Members: Monica Andrade, Gina Pereira, Joanna Dubak, Alessandra Patino

Staff/Admin: Colleen Pontello (Principal), Alice Tamburro (Teaching Staff), Filomena Silva (Support Staff)

Regrets: Silvia Mendonca (OAPCE Rep), Lina Gikas, Cindy Matos (Secretary), Olivia Almeida (Treasurer), Susie Da Silva

Meeting Commenced at: 6:15 p.m.

Opening Prayer:

By Paul Matos

Quality Service Program (QSP) Canada Presentation:

- Shared information on Gourmet Cookie Dough Fundraiser
- School gets a personalized QSP page online, each school has a individual code
- Sales can be made through paper order form or submitted online (paper and online orders get merged per child)
- Various items are available online as well and if purchased, count towards the fundraiser
- Percentage of profit to school varies on number of products sold e.g. 300 units or more sold = 40% profit for school.
- Delivered packages come pre-labeled with student name and teacher's name
- QSP provides all materials required to run the fundraiser e.g., money collection envelopes, flyers to send home etc.
- All products are Canadian – peanut free items are manufactured in a peanut free facility
- For every 2 items sold, participants get a mystery key chain.
- Pay it forward program (new) – every participant will get a pay it forward card (e.g., message on card; open the door for someone), once the participant completes their act of kindness there is a specific link to a webpage for the participant to enter details of their act of kindness, then the act of kindness gets passed on, participants can go on and see how far their act of kindness has travelled.
- Confidentiality – the only people who sees the child's name online is the child's parent who enters the child's information and the people whom the parent shares the link for sales.

Chair's Report:

- New Pastoral Plan 2019-2021
 - Reviewed celebration and pastoral plan
 - Sapling received, planted in courtyard
- Raffle Fundraiser
 - Debrief; Committee feel fundraiser was a success
 - Few families requested more booklets
 - Only 2 families complained about frequency of fundraising by the school
 - Language barrier contributed to families not participating
 - Several families did not follow fundraiser deadline
- Family Carnival
 - Flyer – shared with group
 - Raffle Baskets – many parents participated by sending in items to school
 - Teachers requested to be informed if committee member are to go into the classroom in the future to collect items
 - Family Carnival volunteers – a few parents and high school students have signed up. Although, the committee is still looking for additional support.
 - Carnival Committee invited staff to attend Family Carnival, Alice Tamburro (Teaching Staff), to convey invitation to all staff
- Pro Grant – application deadline June 5th 2018 – Gus volunteered to complete the application for next year, Gus to share possible workshop ideas with council
 - Additional information on PRO grants can be seen on the ministries website; <http://www.edu.gov.on.ca/eng/parents/reaching.HTML>

OAPCE

- No report

Treasurer's Report:

- Financial report presented to the committee, copy attached to the minutes
- Confirmation and Communion celebration and gifts agreed to be paid by CSPC, although funds were used from the school's budget

Principal's Report:

- Chrome books received by school and children have now started to use them, Chrome books have been placed on the second floor
- Kids Have Stress Too Workshop review – great participation and turn out, parents provided great feedback and appreciated the content received
- The following work improvements around the school are being completed - toilets/gym lights/carpet cleaning/painting/ plumbing/outdoor lighting
- Sending out letters on School Letterhead – Parent Council are not to send things on School letterhead unless signed or okayed by the Principal
- Sending out Envelopes – Must be CSPC St. Mary of the Angels as the return address to distinguish from things sent out by the school

- Reporting/Assessment and Evaluation information shared e.g. clear objective information to be documented on report cards. Report cards go home on 26th June.
- SLIP Review and Input for next year/ Ministry Report – focus this year was on multiple choice and multi-step problems
- Line Painting, children are enjoying the new spaces to play
- CAT 4 and EQAO Schedules - May 28-Jun1
- Election Day, school will be used on June 7, from 7am to 10pm – doors leading into the main school hallway will be locked, people must go through the office if they need to use the washroom. Furthermore, additional staff will be on supervision during recess.
- SK Celebration June 18
- Beach Volleyball June 18 Grades 4-8 - \$10 per child
- Book Fair Week of June 18-21
- Graduation Mass; June 21 at 1pm /Grad; 6:30 celebration in the gym/ Luncheon and Dance June 22, 2018
- Spirit Wear – Colleen still looking at getting this for students – further information to come
- Play Day June 27
- P.A. Day June 29
- Colleen received email from community member requesting for old or used books to be donate to a non-profit organization that will upcycle these books to communities in Asia. CSPC has agreed that unsold books from the Family Carnival to be donated to this organization
- Proposed Sharing of School Fundraising Money Survey – information sent out to the parent body and shared on the Parent Facebook Group

New Business:

- Child minding surveys – Colleen reported we have had more returned
- Floor plan for Family Carnival to be developed, CSPC requesting to use tables from classrooms, and trolleys with bins. List to be provided to Colleen.

Next Meeting:

June 20, 2018

Adjournment:

8:00

2017-2018 CSPC BUDGET

DESCRIPTION/DEPOSIT	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CSPC bake sale P/T interviews			902							
Donation for Carnival local 183			500							
Chocolate Sales						18286				
Bake sale						693.8				
Chocolate Sales							680			
Donation to CSPC								250		
Raffle tickets sales									5200	
TOTAL DEPOSITS	0	0	1402	0	0	18979.8	680	250	5200	0

DESCRIPTION/WITHDRAWAL	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Class supplies - Ms Marques	134.13									
Class supplies - Mr. DaCosta	48.22									
Teacher appreciation lunch		193								
Speakers - Ms Lucente		68.64								
Home alone workshop - pita pit		200								
Home alone workshop - pita pit		303.42								
Scientist - Force of course			199							
Scientist - Habitats & Community			199							
Little red theatre - Charlie Mobile			350							
Gina Pereira - reimbursement			35.88							
Artist materials - Ms. Walton			140							
Little red theatre - Peter Rabbit					375					
Scientist - structures						199				
Chocolate Payment						10631.04				
Scientist - grade 2 & 6-8 (3)							597			
Pizza Nova pizza party winners							106.8			
Collen Pontello - reimbursement							410.66			
Grade 4 school bus - Mr. Fraga							270.25			
Class supplies - Dealinda Silva							187.04			
Bus to ECO conference								189.84		
TCDSB 25 DELL chrome books								7881		
Olivia Saraiva reimbursement prizes								231.98		
Pizza Nova Kids have stress too-Apr 19								95.6		
Gus Gikas - Workshop materials/shipping								349.67		
Paul Matos - Raffle tickets/food&drinks workshop								296.71		
Pizza Nova kids have stress too Apr 26								84.6		
Fiesta4Kids Inc. Deposit inflatable game								288.15		
Class supplies - Mr. Fraga									149.49	
Paul Matos - Apr 26 workshop drinks									21.67	
Davey Tree Planting Courtyard									1107.4	
Ms Pontello - gift card - Public health nurse									50	
TOTAL WITHDRAWALS	182.35	765.06	923.88	0	375	10830.04	1571.75	9417.55	1328.56	0

DEPOSITS	26511.8
WITHDRAWALS	25304.19
STARTING TOTAL SEPT/17	9570.67
BALANCE	10688.28

Agreed to by CSPC but not yet deducted

Class \$150 x 14 = \$2100, minus already paid \$578.03 =	\$1372.48
Scientists in the school	\$800
Grad Package	\$900
Ms. Cordeiro Trip – Bus	270.25
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Total	\$3342.73

Account Balance as of May 14/18	\$10688.28
-	\$3492.22
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=	\$7345.55