



St. Charles Catholic School Council Meeting Minutes

MEETING:	St. Charles Catholic School Council Meeting
DATE:	Wednesday September 28, 2016
TIME:	6:00 P.M.
LOCATION:	Library

IN ATTENDANCE:

REGRETS:

Cassie Medve-Racine, Principal Tonia Fortini-Pitocco, Non-Teaching Rep. Cathy Jansen, Teaching Rep. Jaimee Lamb Sonya Luongo Frederica Harvey Liz Toffelmire Dave Toffelmire Lucy Dantas	Shirley Boccia, Teaching Rep Melissa Kanyo, Teaching Rep
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	SUBJECT	
1.	Call to Order - Cassie Medve-Racine, Principal Chaired the meeting and called the meeting to order at 6:00 p.m. and welcomed all in attendance. Round table Introductions took place for all in attendance.	
2.	Approval of Minutes of Previous Meeting The group reviewed the minutes of the last meeting dated June 15, 2016. The minutes were received and approved as circulated. <i>Motion to Approve the Minutes: All in favour</i>	
3	CSCC Election The elections took place for the 2016 – 2017 year and the following positions were accepted as follows: Co-Chair – Jaime Lamb Co-Chair – Sonya Luongo Secretary – Frederica Harvey Treasurer – Liz Toffelmire Parish Rep – Jaime Lamb Community Rep – Liz Toffelmire	

<p>4.</p>	<p><u>Principal's Report</u></p> <p><i>a) Start Up & Enrollment</i> Principal Medve-Racine reported that there was a very smooth start-up to the new school year. There have been no re-organization. St. Charles enrollment is in line with the spring projections. Enrollment is currently at 109. Principal Medve-Racine advised the group that the school's enrollment will continue to grow as families move into the subdivision across the street.</p> <p>Co-curriculars are alive and well</p> <ul style="list-style-type: none"> • We Day (Mrs. Jansen) • Sr. Boys Soccer (Mr. K) • Sr. Girls Soccer (Ms. Mainolfi) • Jr. Boys Soccer (Mr. K) • Jr. Girls Soccer (Ms. Mainolfi) • Cross Country (Ms. Gallo) • Choir beginning (Ms. Gallo) • Spirit Club beginning soon (Ms. Gallo & Ms. Medve) <p><i>b) Calendar Updates:</i></p> <ul style="list-style-type: none"> • Open House & BBQ – September 22 • Terry Fox Run – September 23 • Faith Day – September 30 – no school for students • Sr. Boys Soccer Tournament – October 5 • Sr. Girls Soccer Tournament – October 6 • Thanksgiving – October 10 – no school • IEPs Home – October 11 • Father Manny Visit – October 11 • Cross Country Tournament – October 12 • Jr. Girls & Boys Soccer Tournament – October 18 • Gr. 7 & 8 Vaccination Clinic – October 18 • WE Day – October 19 • School Photos – October 21 • School Mass – November 4 <p><i>c) Board Theme “Celebrating God’s Family”:</i> Every year, our board chooses a spiritual theme, which serves as our inspiration and spiritual focus. The theme for the 2016 – 2017 school year, is Celebrating God’s Family.</p> <p>We are all brothers and sisters created and loved by God and this theme helps us to reaffirm that basic truth. Each person is blessed with special gifts and talents, which make us unique. As part of God’s family, we are called to celebrate our uniqueness and we rejoice in our diversity.</p> <p><i>d) EQAO Results:</i></p>
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Summary of the 2015 -2106 EQAO Results for St. Charles was provided to the group. Individual results will be mailed out.

In summary:

Primary: Reading - 91% Writing - 82% Math - 73%

Junior: Reading - 100% Writing - 82% Math - 64%

Results indicate students achieving at a level three or four. These continue to be very strong results! Students at a level two are “approaching grade level” and are moving in the right direction.

11 students writing in each grade, equates 9.09% weight of school’s overall results.

e) Commissioning Mass & Meeting:

Catholic School Community Council Commissioning will take place on Thursday November 3 from 6-8:30pm at St. Joan of Arc Secondary School in Barrie. This meeting will begin with mass, then followed by break-out sessions. Principal Medve-Racine advised the group that this meeting could count as one of our meetings for the year. It appeared that group needed to check to see their availability before committing to attending.

f) CSCC Liability Insurance:

Principal Medve-Racine advised the group that currently we do not have any School Council liability insurance coverage. This is a General Liability Policy that provides protection for School Councils when they participate in events/activities that are not under the direct control of the school board, and therefore are not covered under the board’s insurance policy (e.g., fundraising activities including fun fairs, socials, skating evenings, etc.) The cost is \$140.00 plus PST - \$151.20

Motion moved by: Liz Toffelmire

Seconded by: Jaime Lamb

“That St. Charles School Council agree to pay the cost of \$151.20 for the General Liability Policy that provides protection for School Councils when they participate in events/activities that are not under direct control of the school board and therefore not covered under the board’s insurance policy (e.g., fundraising activities etc.)

g) CPIC Application:

Catholic Parent Involvement Committee – is an advisory body to promote effective parent involvement. Can have up to 2 members/area – Bradford. In the past Sharon Brinkos has represented our area. Principal Medve-Racine advised the group that applications are to be submitted by September 29th. Jaimee Lamb, Frederica Harvey and Liz Toffelmire expressed interest.

h) Family Photo Night

For this school year St. Charles has secured the services of Life Touch. This company is able to provide additional services to be used as a fundraiser such as a Family Photo Night. Family Photo Night will be offered to families who wish to

	<p>have a 5x7 photo for a cost of a sitting fee. Participating families will receive a 5x7 photo on the spot and also have the opportunity in ordering on –line with a code any additional pictures. Life Touch will be setting up their portable studio in the gym so that the event will run regardless of the weather.</p> <p>Council were suggesting some dates and incorporating the event with the parent/teacher interviews, but it was decided that the school is already undergoing enough events that evening such as the book fair.</p> <p>Life Touch will also be able to provide services such as pictures of St. Charles sports teams, and a school year book.</p>
<p>4.</p>	<p>CSCC 2016-2017 Meet and Greet held on September 22, 2016 was a great success with half the families participating.</p> <p>Thank you to Bradford Rental for the donation of the BBQ and propane tanks and a thank you to Mike Luongo for being our cook.</p> <p>A special thank you to all the volunteers who assisted with set up and clean up and special mention to Jaime Lamb and Sonya Luongo for all their help in obtaining all the items needed for the day.</p> <p>Principal Medve-Racine advised that a minimum number of meetings is 4 but that seems not enough. She proposed to the group that the Council meet every 6 weeks at 6 pm</p> <p>Suggested upcoming meeting dates:</p> <ul style="list-style-type: none"> • Next Meeting: October 27, 2016 <p>General timelines for future meetings:</p> <ul style="list-style-type: none"> • Dec. 15 OR Jan 12 • Feb. 23 • April 6 • May 18 • June social
<p>5.</p>	<p>Treasurer Report All monies fundraised from last year will be grouped into one “general” department. This will allow us to better see what we fundraise this year.</p> <p>Two sources of monies for a school:</p> <ol style="list-style-type: none"> 1. Ministry of Education (GSN) – These are funds that are received by the school from the government base on per capita. 2. School Generated Funds (SGF). SGF come from things like pizza, milk and subs – providing a service to families while also generating revenue. This money comes in from the community and flows back out to the school in a variety of

	<p>ways. Breaking bread, building community and celebrating together is an important part of being a part of a Catholic Learning Community and some of the monies generated from hot lunches will be used for this purpose. For example, volunteer lunch, Senior's Tea (Remembrance Day), providing teacher's dinner during parent/teacher and/or concert evenings, etc. "Lunch and learns" – teachers and principal gather for professional development during the school-day lunch hour.</p>
<p>6.</p>	<p>Parish Report Principal Medve-Racine advised the group that St. Charles is blessed to be able to attend mass at the church five times over the course of the school year.</p> <p>The cost of bussing for each student is \$2 round trip being a total of \$10. The school has asked for \$5 per family, in the hopes that council will be able to cover the other \$5 per student being a total of approximately \$550.</p> <p>Motion moved by: Jaime Lamb Seconded by: Liz Toffelmire</p> <p><i>“That Council subsidize the bussing cost of approximately \$550.00 to cover the remainder of the cost to bus students to Holy Martyrs of Japan.”</i></p> <p>Jaime Lamb our Parish Rep spoke of the events taking place at Holy Martyrs of Japan.</p> <p>Sacrament Information Dates are posted and information Sessions for First Communion was on September 27, 2016 at 7:00 p.m. and Confirmation Information Sessions are scheduled for October 4th at 7:00 p.m. and October 6th at 7:00 p.m.</p> <p>Holy Martyrs of Japan is looking for Altar Servers and any interested individuals are to contact Father Boniface at the parish office or after any of the weekend masses.</p> <p>There was also information provided that volunteers are needed for Eucharistic Ministry at the Bradford Nursing Home. The commitment would require the individual to be a part of a team of three or four volunteers to distribute the Eucharist to the elderly once a month. Interested individuals must contact the parish office.</p> <p>The Knights of Columbus are also looking for individuals 18 years and older to become members.</p> <p>Jaime also mentioned that once a month the hospitality ministry and the other parish groups will be putting on at least one event per month to give us time to gather together. September will be simple coffee or tea at the back of the church after the Masses. Some other events will include Octoberfest and our St. Patrick's Day dance as they will be larger events.</p> <p>All parish bulletins may be obtain on the Parish website: https://holymartyrssofjapan.archtoronto.org/News-Events/Bulletin%20Library</p>

7.	<p><u>Fundraising</u></p> <p><u>Fundraising Goals:</u> Principal Medve-Racine discussed the difference between Short term goals vs. Long term goals. Long Term goals was left to the Committee to think of some fundraising for the current school or future school.</p> <p>Some suggestions from the group were made with regards to sun shelters and repairing the basketball play equipment. Some investigation is needed to find out if we can just repair the top portion on the existing pole and not have to commit to removing the pole for the installation of a new one.</p> <p><u>Fundraising Ideas:</u></p> <ol style="list-style-type: none"> 1. Sale of Mums at Open house September 22, 2016 2. QSP decided to happen before Easter in 2017 3. Family Photo Night (date to be determined) 4. Poinsettia 5. Cards 6. Wendy's Night (F. Harvey to contact co-ordinator to set up a date) 7. Movie Night (date to be determined) <p>D. Toffelmire brought forward a suggestion of Mini-put at the Cardinal Golf Course. Fifty percent of the funds go directly to the school.</p>
8.	<p><u>Other Discussion Items:</u></p> <p>A) Committee Leads & Event Coordinators</p>
9.	<p><u>Next meeting</u></p> <p>Meeting was scheduled for October 27, 2016 at 6:00 p.m.</p>
10.	<p><u>Adjournment</u></p> <p>Motion to Adjourn: Jaime Lamb Seconded by: Tonia Pitocco "Meeting adjourned at 7:55 p.m." <u>Closing prayer - Our Father</u></p>