

CSPC Meeting Minutes – October Meeting

Date: Wednesday October 19, 2016

Time: 7:00 pm to 9:45 pm

Location: St. Gregory School Rm 206B

Meeting Attendees: Julie D'Aprile, Phil Vokins, Christina Sachanowicz, Celia Goncalves, Edward Filippozzi, Andria Dametto, Susan Rowlison, Vanessa Thomas, Stephen Thomas, Jacqueline Wewior, Sonia O'Brien, Monika Boszormenyiova, Michele DaSilva, Jennifer Salmond, Vita Perri, Matthew Akelaitis, Marj Bridger, Mary-Catherine Telemaque, Nataliya Arcidicono, Daniela Balsamo, Anne Mishko, Maria Skinner, Jennifer Pyz, Lori Tenuta, Diana Morrone, Sam Perciasepe, Dori Falcone, Natasha Abramson, Joe PannoZZo, Ana Pires

CSPC Members apologies: Luana Fanelli

Meeting called by the CSPC Chairs, Julie D'Aprile & Phil Vokins.

Opening Prayer led by Vice Principal Pires

Co-Chair Report - led by Julie D`Aprile and Phil Vokins

- Special welcome to two retired St Gregory's teachers - Mademoiselle Carnel and Mademoiselle Manieri (they wanted to thank the parents and community for the work during the BRICK awards and also wanted to read a final thank you for the wonderful experience she had here as a French teacher)
- Sam Perciasepe is introduced - He explains that a project connect has begun with the archdiocese to have each parish underneath it create a website that is linked to it (essentially a subsite with the same common core values and message) due to this the current webpage (which is under one domain - both school and church) which is owned by one individual user will no longer be used for the church because she will not give up the rights to her domain. Sam is

helping the church create their subsite now under the archdiocese. *He moves that the IT committee take that on as a new webpage change will need to be made and potentially a brand new webpage will need to be created.

- Julie & Phil have set the dates with Mr. Pannozzo for most of the events and they are as follows: (this information has already been sent out in a prior email to CSPC members)

1. Danceathon - November 25th
2. Movie Night - December 1st
3. Family Skate - February 19th
4. Shrove Tuesday - February 28th
5. Bingo Night - April 27th
6. Marathon Fundraiser - May 7th
7. Teacher Appreciation Luncheon - May 11th
8. BBQ - June 17th
9. Sacramental Lunch - June 20th
10. Grade 8 Grad - June 22nd
11. SK Grad - June 23rd

- Lori Tenuta mentions the ARTUCATE date has not been set yet but will most likely be during education week (first week of May)

Principals Report - led by Mr. Pannozzo

- Reminded everyone about the boundary review meeting on November 15th
- Updated that school has had 1 lock down practice and 2 fire drills and will have 4 lockdowns throughout the year and 6 fire drills
- Halloween parade is set for Monday October 31st - a letter to parents is pending
- Administration is to gather emails and reinstate a schoolwide email blast for communication proposed
- Teachers are working on progress reports for November 15 and interviews will follow
- Construction still going on in school - updates will be given

Vice Principals Report - led by Ms. Pires

- Year of the Parish - a meeting was held at Transfiguration Hall with parish priests, principals and vice principals and CSPC members to go over ways and introduce new ideas to bridge the gap between school and parish
- Father John has invited classes to attend morning mass throughout the year - teachers are signing up on a class by class basis

- Ideas were to have a kid friendly arts and crafts session during the CSAC run coffee Sundays - Dominic Russo the liaison between CSPC and the Parish is aware of this and will be working with both sides to get this done
- Fun FAITH Fridays is an idea where one Friday a month the kids would be able to have religion based entertainment like age appropriate movies screened in the auditorium
- CP24 ST Gregory's will begin Monday October 24th
- Monthly newsletters are online on the St Gregory's webpage

2015-2016 Treasurers Budget Update - led by Diana Morrone

- **See Attached spreadsheet**
- Maria Skinner asks about the possibility of removing the ARTUCATES balance from the budget template as their funds go directly back to them and the numbers are repetitive and may be confusing to parents and community members that do not attend meetings. It is decided that change will be made to make the spreadsheets easier to read
- Phil thanks Diana Morrone for her work last year as Treasurer
- The treasurer handoff to new treasurer Vanessa Thomas will be by the next meeting

- Natalyia Arcidicono asks if CSPC can budget money to class field trips. The Budget committee as well as Mr. Pannozzo says that would become complicated as different trips would cost different amounts as each grade is different and what responsibility is the school boards vs actual CSPC funding (if any is theirs)
- Mr. Pannozzo mentions that if parents are having issues with paying for those fees than CSPC helps fund those particular students trips

2016-2017 Budget - led by Budget Subcommittee head Celia Goncalves

- Celia presents the St. Gregory's Catholic School CSPC Annual Budget Process Guideline (**see attached**)
- Celia goes over the 2016-2017 Draft Budget (**see attached**)

Discussion of Draft 2016-2017 Budget is as follows:

- Vita Perri advises that the Math Night numbers are not showing the grant properly. Celia and Diana clarify and advise they will update the budget and explain what the Math Night amount is and what the gross grant will be and the gross expenses so that the revenues and expenses are clear - changes will be made to attached budget spreadsheet
- Mary-Catherine Telemaque asks about why QSP has been taken away and Mabel's Labels has been introduced. Julie D'Aprile explains the work and manpower that goes into QSP and also that many parents have asked to give it a break for this year, and that Mabel's Labels is just an easy fundraiser that goes all year and requires minimal work - it is not a replacement fundraiser just something introduced in the interim.

- Teacher Allocation budgeting begins and Maria Skinner raises the question if taking the \$25 away from teachers to bring it from \$175 (what they had last year) to \$150 (this year's allocation amount) would impact the teachers negatively. Celia also explains the ECE's will get \$50 which Mr. Pannozzo questions as he had asked for the ECEs and EAs to have a higher/equal amount to the full time teachers
- Jennifer Salmond explains that as a teacher she will spend above and beyond the \$175 anyway. She is happy that the ECE's will be included but as far as she is concerned they are equal members of the teaching staff not below anyone else, therefore giving them less is a concern. While some teachers and ECE's work together and pool money some will not which creates a divide. She's letting council know that whatever amount is delegated they will spend it all as supplies are needed and so much is out of their pockets as it is. Mrs. Salmond also explains what the money is used for and all the necessities that are paid out of pocket by the teachers themselves.
- Celia inquires about the funding for Mr. Regner's library materials. Ms. Pires explains that he uses it for not only material but also the LIT club which is like a trivia club for the junior students to compete in (spending money goes to novels, travel for the competition, the competition submission fee)
- Vita Perri discusses Parent Participation night - if it doesn't include movie, skate or bingo night than the amount needed is much less (\$250 rather than \$2500)
- Maria Skinner asks why the community events (movie night, family skate and bingo night) cannot pay for themselves. Daniela Balsamo and Anne Mishko; both who have ran these events in the past, respond that seed money is needed and if admission or something like that is charged people will not attend. Phil

Vokins says that is something the community events subcommittee will look into at a later date

- Maria Skinner and Jennifer Pyz would like the \$500 for the sacramental lunch to be eliminated. Marj Bridger points out that this is the year of the parish and to remove it completely may be an issue. Phil Vokins agrees that we tier 2 it for now and revisit the budget need closer to those dates as it's later in the year. Sacramental lunch budget is now tabled as tier 2 for later discussion.
- Edward Filippozzi inquires as to why the swim team/meet which should be considered an extracurricular has such a high budget while things like the Math Night which are academically helpful are budgeted so low. No resolution or answer if given. This is tabled to be discussed at a later meeting as we move onto the next item
- Vita Perri asks why the graduation budget was so high last year. Marj Bridger clarifies that there was some additional billing receipts submitted by Mr. Pannozzo for trophies and other items that prior Chair Adam agreed to. Going forward those will not be graduation (tier 1) budget items so the budget for this year has been lowered back to \$1300. Matthew Akelaitis suggests taking money from somewhere else and using it as part of the grad budget and covering at least 50% of the medals. Council agrees to tier 2 the idea of the grad budget covering the medals
- Jennifer Pyz inquires why there is no line item for seed money for any other fundraiser except BBQ. Celia and Andria Dametto say there will be at some point but they would like to wait for the fundraising subcommittee to meet next week before they allocate what is needed where - updates will be provided after that subcommittee meets

- Matthew Akelaitis and Stephen Thomas let the council know they are looking into health action events like the possibility of Jump Rope for Heart and that if we did that it could even turn into a fundraiser and 10% would come back to the school. If their Health and Action event does become a fundraiser in any way they will connect with Julie and Andria the fundraising chairs and work together
- Going over the need of gym equipment and Mr. Cooper's ask for \$3000 to repair and replace gym items. Question is asked by Vita Perri as to what portion would be covered or can be covered by the board. Matthew Akelaitis asks if there is a breakdown on what items are needed to be replaced vs. repaired. Mr. Pannozzo will get that and make it available. Stephen Thomas stresses the point that gym is physical fitness and academic and should be considered highly as it is part of the academic calendar. Mr. Pannozzo explains that the teachers' budget was slashed by 30% and the need for CSPC help is high.
- Discussion on the budget line for tables - the merits of round vs rectangular tables are laid out. You get more rectangular tables for the same cost as round tables, but round tables are preferred for events like bingo night. It is suggested we approach box stores like Costco for discount or donations. It is stated by Ms Pires that she has been told by the custodial staff that rectangular tables are easier to store as well. Chairs will be budgeted as a tier 2 item as tables have taken tier 1 priority.
- Musical replacement budget is looked at, currently \$1000. Vita Perri moves that \$500 is also added to tier 2 for this budget line
- Mr. Pannozzo advises we can remove the \$450 for W5H Buzzers as theirs has been fixed, it is suggested that budget goes to gym (suggested by Matthew Akelaitis) music program (suggested by Vita Perri) or to make rosaries for sacramental activities (suggested by Andria Dametto). Agreement from council

to split the funds (and allocate \$225 extra to both gym repairs /replacement and music repair and replacement)

- Celia explains the next items IT (10 chrome books - ask from Grade 5/6 teacher as a pilot for his class of 30) (10 ipads with headphones and audio splitters - ask from primary and junior teachers - this will impact all grades but especially JK-Grade 3) Points are brought up about who will have access to what based on these asks, also where is technology going, what app purchasing power does the school currently have, the merit of the pilot program itself, how is the tech support mandated on this items and which IT ask who benefit the most students this year. It is tabled and decided that the IT Subcommittee will review and this will be brought up and discussed at a later date
- Table Top score keeper is discussed and it is suggested that maybe the \$450 from the W5H goes to that, it isn't agreed on by council so the amount is kept as tier 2 for now
- School Buttons for the kids are discussed (monthly buttons given out to the kids with motivational and religious quotes based on the monthly theme) - budget ask would be about \$700 - left as tier 2 item for now and will be revisited later if the need is still there
- Teacher allocation is revisited and Jennifer Salmond brings up the point that the EA's and ECEs are getting very different amounts, and rather than have such large discrepancy between the two - pool their funds together and split it between them equally. Ms. Pires brings up that the EA's have asked for the small room by the new SK/Grade 1 room as an office/learning area and maybe putting the budget that was set aside for them to materials needed for that room specifically would be better received. Its agreed to put the ECE's allowance at the same as the teachers by moving the funds from somewhere else (potentially the W5H buzzers)

Other Matters -

- Matthew Akelaitis asks about the boundary review that's upcoming. Phil advises that the CSPC stance on this is that we are passing along any information about this but we cannot take any position as everyone on council has different points of view on it and is effected differently
- Matthew Akelaitis asks what is the actual numerical scenario on how the school population would be affected if the boundary review changes or doesn't. Mr. Pannozzo says that information is on the school website and that is confirmed by boundary rep Vita Perri
- Mary-Catherine Telemaque raises the concern that now that QSP is gone do we have any more fundraisers to fill that lost revenue slot. The idea of a second lunch fundraiser is brought up as a potential new fundraiser (Subway at lunch, etc) Julie brings up that as fundraising chair when the request is put out for volunteers to help it is difficult and there isn't a lot of response back or willingness to help. The ideas of selling cookie dough and kernels popcorn and similar items are discussed. This will be revisited at next week's Fundraising subcommittee meeting.
- Andria Dametto gives updates on the nearest fundraiser, the danceathon, and how the pledge forms and volunteering tasks will be needed. Updates that fundraising subcommittee meeting is happening Wednesday October 26th at 7pm.
- Jennifer Pyz wants to stress the importance of the meeting minutes being sent out, approved and posted in a timely manner. Christina Sachanowicz, CSPC

secretary agrees and advises that the meeting minutes will be sent out within 48 hours of the meeting and as soon as 10 members respond with approved it will be sent to the website webmaster to post.

- Vanessa Thomas lets the group know there are tax forms and things like that which allow parents or community members to donate items like gently used iPads and technology to the school in lieu of using CSPC budget for those items and that this is something we could all benefit from

Goodnight and meeting closed by Chair Julie D`Aprile