

## **CSPC Meeting Minutes – October 2020**

**Meeting Date: October 28, 2020**

**Time: 7pm – 8:30pm**

**Location: Zoom Video Meeting**

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### **Meeting Attendees:**

Joe Panno

Dawn Papadimitriou

Christina Bellissimo

### **Council Members:**

Marj Bridger

Christina Sachanowicz

Jessica Ferrari

Maria Andreopoulos

Kristina Beintner

Monika Boszormenyiova

Kathy Fenech

Diana Morrone

Jennifer Pyz

Maria Skinner

Daniela Del Rosso

Lisa Tarasca

Celia Goncalves

Tamara Tymkewycz

Tom Baczynski

Marcia Boule

Helder Melo

Nancy Tannous

Vanessa Thomas

**Meeting called by Christina Sachanowicz and Marj Bridger**

**Item: Opening Prayer - Led by Ms. Papadimitriou**

**Item: Principal's Address - Led by Mr. Panno**

Mr Pannozzo welcomed Ms Bellissimo, Teacher Representative for Parent Council.

The next scheduled CPSC meeting is scheduled for Wednesday November 18 at 7pm.

Current enrollment is 609 students in school and 120 virtual students for a total of 729. Parents were able to make a change in learning models up until Monday October 19, 2020 and as a result, there will be 615 students in school and 114 virtual students for a total of 729.

Fire drills: have already completed one. Due to Covid-19, fire drills will be organized by individual teachers so that evacuation can be staggered. Individual teachers will organize four fire drills and the administration will organize the two fire drills.

Lockdowns: there will be 4 in total and begin organizing these next week.

Curriculum expectations and packages sent out via School Messenger to parents. Each child received an invite to their Google Classrooms. Teachers will provide a weekly schedule to also assist parents.

Teachers are working on Progress Reports and they are going out on Tuesday November 17. Parent-Teacher interviews are scheduled for Tuesday November 17 and Thursday November 19. More info to come regarding the format of the interview.

PA Day Friday November 20—no school for students

November 4<sup>th</sup> is Picture Day. Students will be taking individual photos only. Virtual school students will be able to take photos after school from 3:30 to 5pm.

Grade 8 applications to high schools were due today. All students submitted their applications thanks to the work of the grade 8 teachers and our school's guidance counsellor. Many students are applying to specialty and regular programs

Registration for Full Day Kindergarten: Tentative date is January 13 2021 at 10am. More details to come.

Remembrance Day Nov 11 will have a virtual or live stream presentation to commemorate the day.

The COVID-19 Passport has been revised and the new one will be ready for Monday November 2<sup>nd</sup> which will allow parents to sign below the date.

### **Item: Chair Report**

#### **Fundraising**

Meeting for the Fundraising Sub-Committee is next Tuesday November 3<sup>rd</sup>. It is possible that fundraising will begin in the new year if the Grade 8 Graduation Cook Book fundraiser takes place during Christmas time.

#### **Halloween Pumpkin Initiative**

Pumpkin decorating contest is an event happening this week. Pumpkins will be judged on Friday and there will be three winners who will receive their prize based on the class' wish list. Thank you to the Demetto family for donating the pumpkins this year.

### **Item: Overview of Financials - Led by Jessica Ferrari**

September statements unchanged from August. Balance Sheet- Cash position is \$47,121 and credits on accounts is now \$17,510 (from refunds for lunches not delivered to students due to COVID closure) which gives additional \$910 in our budget.

Carlo Santaguida is working on the audit but is not completed yet. It should be completed will be done in time for our November meeting where Carlo will present the audit.

Bank reconciliation: Five cheques went unclaimed. Jessica suggested that we should perhaps cancel them and reissue them. These cheques are already accounted for in cash position. Everyone was in favour of reissuing these cheques.

### **Item: 2020/2021 Overview of Council Budget – Led by Celia Goncalves, Jennifer Pyz, and Maria Skinner**

See accompanying “2020-21 CSPC Budget\_FINAL APPROVED\_Oct 28 v2”

Due to the circumstances around COVID-19, Budget Committee is going to assume that there will not be any or very little revenue coming in and in light of that, they are being conservative. Budget was created with the idea that we will work off the cash balance that we have.

Celia Goncalves provided an overview of the budget:

Curriculum Enrichments: Teacher Allocations: provide teachers with funds to help with classroom materials; each teacher receives \$150; teachers with split classes receive \$200; all other teachers and part time get a prorated amount based on number of days they work. The total works out to \$6700. This is the same as last year. Principal Allocation is \$2000; it is in Tier 2-as things come occur, we have the money set aside. Artucate: \$600 These funds raised were raised from sponsors, so it is earmarked for Artucate. Other items are blank because there are no virtual options at this time.

Literacy and Numeracy \$2500

Catholic Community Building all items were reviewed. There was discussion around FDK and Grade 8 graduation budgets. FDK was set at \$500 in Tier 1 and another \$500 in Tier 2. Grade 8 was set for \$1000 in Tier 1. There was a thorough discussion regarding making both graduations at \$1000 for at Tier one. There was motion put forward to vote on the matter. Council voted in favour of having SK Graduation budget set at \$1000. Council also voted in favour of having the Grade 8 Graduation budget also set at \$1000.

Grade 8 graduating class of 2019-2020 have a remaining \$915. Christina Sachanowicz asked Mr Pannoza if there will be a grad for last year's grade 8s and if those funds will be needed. Mr Pannoza responded that grade 8 grad was to occur on October 16<sup>th</sup>, but that was cancelled due to COVID. In its place, the grads will be coming in to pick up their awards, diplomas and prepared items. About half of the \$915 will be used to cover the costs for the final send-off for our grads.

Health and Safety \$1000 in tier 2; can cover partial costs with COVID related items

Marj-community events to be beefed up a bit to support some mental health initiatives

Council Expenses- nothing planned yet but wanted money earmarked in case we need that

Capital Expenses: IT Items-costs to replace damage or old projector and old teacher laptops that may not be working. \$1000 for music programs—cover the cost of a portable piano as Mr Pereira goes from class to class.

Tier 2 items total \$5000.

Discussion regarding the upcoming fundraiser: Grade 8 recipe book as a fundraiser and it opened up to the whole school; not a large fundraiser. Discussion around the timing of fundraisers for the school was discussed; Fundraising committee will meet on Tuesday to discuss further.

-Celia Goncalves put forth a motion to approve the budget as it is presented-budget was approved by Council.

The PIC grant funds were confirmed to have been deposited in the CSPC account on Oct. 26th immediately following the Oct. 28th meeting. As such, the 2020-21 CSPC budget was updated to include those funds (\$2,055) as part of the 2020-21 Total Revenue (refer to tab labelled '2020-21 Projected Revenue' column C21 for more details)

### **Item: AOB**

Marj-thanks grad committee and the budget committee for their efforts. Fundraising subcommittee next Tuesday

Jennifer Pyz asked a question about the soccer net. Mr Pannozzo informed Council that it was vandalized at beginning of year over a weekend and had to be dismantled. Not sure when it will be replaced but he will find out the approximate cost to replace.

### **Meeting Closed by Marj Bridger**