

CSPC Meeting – Wednesday, October 27, 2021 – 7:00 – 8:30 pm
Zoom Conference Call

Meeting called by Co-Chairs Vanessa Thomas and Kathy Fenech

Meeting Attendees:

Staff Members:

Joe Panno
Marissa Ginocchi
Christina Bellissimo

School Community:

Kathy Fenech
Vanessa Thomas
Jessica Ferrari
Michelle McLaren
Marj Bridger
Celia Goncalves
Sara Concordia
Diana Morrone
Kristina Beintner
Daniela DelRosso
Suzanne Reis
Dina Morrone
Mike Mazzone
Christie Izurieta
Winnie Giannini
Jennifer Pyz
Janis and Jenny Dombrovskis

Regrets: Tina DeMaria

Item 1: Welcome

- Kathy opens the meeting and thanks everyone for joining us this evening

Item 2: Opening Prayer

Item 3: Principal and Vice Principal's Report

- October 1st – newsletter was sent out
 - Current enrollment at St. Gregory is 686 students
 - Reorganization occurred on Monday, October 12, 2021:
 - Involved 74 students

- 2 teachers surplus
 - 0.5 French teachers surplus
 - Only 2.5 core French teachers remain
- Mr. Pannozzo wanted to personally thank the staff, students and parents for their cooperation during this transition.
- The deadline for high school applications for the grade 8 students is Monday, November 1, 2021 – 100% of students have already submitted their applications
- Progress reports will go out on Tuesday, November 16, 2021
 - Check marks will indicate progression, there will be a religion comment but no other comments since teachers are still work to rule
- Parent - Teacher Interviews:
 - Will be held on Tuesday November 16, 2021 and Thursday, November 18, 2021 from 6 – 8:30pm via zoom or telephone call
 - Parents and guardians will be able to book appointments online this year as well
 - Email to go out shortly with more information
 - *Email sent out by the board on Friday, October 29, 2021 states that due to the work to rule action, all elementary school teachers will not carry out their duties to meet with parents for parent-teacher interviews*
- Photo retake and grad photo day will take place on November 12, 2021. More details to follow.
- First communion registration was closed on October 18, 2021. For any further information or questions, please contact Patricia at the parish office.
- Confirmation registration closes in early December. Information will go out on November 1, 2021.
- Drawing Contest will be held at the parish – ages 5-13. Entries are accepted up until November 12, 2021.
- Terry Fox: over \$6000 raised!
- Truth and Reconciliation: each class completed a learning activity each day, ended the week with raising the flag. Each class created a message of hope.
- In October, we also recognized National Custodian Day, National Teachers Day and ECE Appreciation Day
- Lunchtime supervisors needed!
- Safe schools team: one of the community members should be a parent. Please let Ms. Ginocchi know if you are interested in joining this team.

Item 4: Chair Report

- Fundraising and Budget committees have met in the month of October
- Pumpkin carving contest this week. We would like to thank the Dametto family for donating the pumpkins.
- Email change for CSPC to: cspc.stgregory@tcdsb.org
- Review of the website will be done as it is outdated

Item 5: Treasurer's Report

- For September, no change from the previous month
- In October, two cheques have been re-issued.
 - Contacted Sebastian to make sure he hasn't lost the cheque.

Item 6: Fundraising Committee

- Limited in what our options are due to COVID restrictions this year.
- We do not have a fundraising lead at this time – calling out for one. If anyone is interested, please let us know!
- We have decided to request a one time optional donation called the School Enhancement Program
 - Letter to be sent out to school community on November 1, 2021
 - Funds to be used
 - to purchase new computers/technology, gym equipment, music equipment
 - to subsidize classroom materials
 - for educational visitors and presentations
 - for academic and cultural workshops
 - Deadline is November 30, 2021
 - Early bird raffle is November 15, 2021
 - Able to use school cash online to collect donations and tax receipts are available as well through school cash online
 - There will be incentives for students along the way as we reach different milestones (jersey day, crazy hair day and PJ day)
 - Overall target goal is \$20,000
 - Generally 65-75% participation rate
 - Money is deposited directly into our CSPC account
 - Our suggested amount is quite low compared to other schools in the area
 - Link to our minutes, budget and financial statements available on the letter and we encourage parents to review this documents
- No other fundraising activities to be run this year; will only have Flip Give, Mabel's Labels, Spirit Wear
 - Diana has a call with a Flip Give representative and will provide us with more details regarding this

- Please check our website for more information

Item 7: Social Media

- Thank you to Sara for volunteering to run this page!
- TCDSB guidelines are being followed closely
 - Posting about good news, celebrating student success, important dates, bus information, school and parish events, etc.
 - The page is linked to our TCDSB email
 - No commenting allowed on the posts
 - Does the permission form that was sent out in September apply to social media including Instagram? Mr. Pannozzo followed up with the Board's Communication Department on October 28, 2021 and they responded that the permission form does include Instagram
 - Can parents opt out if they don't want their children to be online? Absolutely!
 - Sara has created a monthly content calendar – everyday to have a post about something
 - Parents can send any suggestions to Sara for content to be uploaded
 - We will try to coordinate posts with what is on Twitter. Parents are encouraged to follow both Twitter and Instagram as content is different

Item 8/9: Budget

- Last budget meeting was on October 20, 2021 and we worked through a draft budget
- Please refer to the budget spreadsheet when reading the points below for clarification
- Tier 1: items that we have funding for
- Tier 2: items we do not have funding for but these items are of priority and as money becomes available we prioritize the tier 2 items and vote on which can be moved to tier 1
- Teacher allocations: money that is given to the teachers and they are able to spend the money on items in the classroom
 - \$150 for full time teachers, \$200 for split classes, prorated amount for part time teachers
- Current teacher list and breakdown is listed on the spreadsheet which highlights approximately \$7000 based on 49 teachers
- Administration Wish list: this is where we meet with Mr. Pannozzo and he gives us a list of items. This totals approximately \$23,750.
 - Examples: pastoral banner already purchased (\$250), IT items for teacher and student use (\$10,000), reimbursement for painting the school yard (\$2700), custodial supplies (\$500), gym equipment (\$3500), FM speakers (teachers to use to better project their voices)

Mr. P covering the difference (\$1500), FDK for supplemental materials to remain in the classroom (\$4000), musical equipment for Mr. Pereira since he rotates classrooms (\$300)

- Above items apply to all classrooms, except the FDK amount
- Projected Revenue:
 - The recommendation is to fund what we have funds for currently. Items listed here are things we've done in the past. This year other than Flip Give and Mabel's Labels, nothing else is happening
- We may have parents that request the funds for hot lunches that have been held from previous year (\$14,594)
- Decided to hold a meeting on December 8, 2021 to vote on tier 2 items that are pending. By this time, the curriculum enhancement program will be wrapped up and we will be able to see what funds are available.
- Reimbursements are treated the same as any other item. Giving the funds back to the school frees them up to pay for other things that are needed.
- Curriculum enrichment:
 - Teacher allocations are the only item being funded at this point.
 - \$600 for Artucate to be used for art-like events. These are sponsorship funds so we must continue to use them for these events.
- Literacy and Numeracy:
 - No need for this year. Mr, Pannozzo let us know that the board purchased licensing for Sparks literacy program that all students will have access to
- Catholic Community Building:
 - School website, BRICK awards, graduation for SK and Grade 8 (additional fundraisers held by grade 8s to raise money), community events, parish engagement events reached out to help cover the cost of prizes, pastoral banner that was already purchased
- Healthy and Safety:
 - \$1000 for swim team for tier 2 just in case this is something that can be run if restrictions are loosened
- Council expenses:
 - PayPal fees – if we are not running hot lunches and there is no revenue, why are we using PayPal?
 - Using for grad apparel but they will cover the PayPal fees with their sales therefore this item does not have to be tier 1
 - Banking fees have never been at \$500 even though we allocate that much. Rationale being that is in case every parent needs a refund for hot lunches, we will need to purchase cheques etc.
- Capital Expenses: Mr. P wishlist none are in tier 1
- Total Budget: 14,475
- Total Revenue: \$15,056
- Left with \$581

- No objections to items in tier 1 or tier 2 at this time; we will re-vote on December 8, 2021 after funds come in from curriculum enhancement program
- Vanessa motions that we vote on all tier 1 items as a whole and that Tier 2 items will be voted on one by one during our December 8th meeting, Kathy seconds the motion.
- All attendees are in favour to pass all tier 1 items and to vote on all tier 2 items on December 8, 2021
- Thank you Celia for your hard work on the budget!

Item 10: Conclusion and Goodnight

- Question asked regarding whether we can run hot lunches given that other schools have started to do so
 - Mr. Pannozzo has spoken to other principals in the area
 - He would like to wait until January and revisit hot lunch topic
 - He is not comfortable at this point to have third party vendors and volunteers entering the school.

Next CSPC meeting: Nov 17, 2021 at 7:00 pm