



**St. Cornelius School Council Meeting Minutes**  
**Wednesday, March 30, 2022**  
**6:30 – 9:45 PM – Virtual Meeting**

**Council Attendance:** Present (P) Regrets (R)

Francisco Torres (Principal) (P), Annalisa Sodhi (Vice-Principal) (P), Marina Glinski (P), Loretta De Grazia (P), Joanna Cataldo (P), Nicole Russo (P), Sabrina Merola (P), Rosa Tarantino (P), Brenda Giardetti (P), Sue Petricca (R), Patricia Scornavacca (P)

**Guests:**

Samantha Alvaro, Arlene Coward, Elizabeth O’Keefe, Brigette Ryan, Frank Di Cosola (R)

TOPIC	DISCUSSION	RESPONSIBLE	ACTION
<b>Welcome Prayer, Land Acknowledgement &amp; Attendance</b>	Meeting was called to order at 6:34 p.m. Ms. Sodhi led the land acknowledgement and Marina and Loretta led an opening prayer. Attendance was taken.	Loretta/Marina/Ms. Sodhi	
<b>Agenda &amp; Approval of Previous Mtg. Minutes</b>	The agenda and minutes of December 1, 2021 were approved by the members of the Catholic School Council (CSC).  <b>MOTION: moved by Sabrina Merola, seconded by Nicole Russo that the agenda be approved. CARRIED</b>  <b>MOTION: moved by Rosa Tarantino seconded by Marina Glinski and Nicole Russo that “the CSC minutes of December 1, 2021 be approved”. CARRIED</b>	All CSC Members	
<b>Trustee Report</b>	Mr. Di Cosola was unable to attend due to a last minute conflict and sends his regrets.	Frank Di Cosola	
<b>Parish Report</b>	<b>Communions</b> <ul style="list-style-type: none"> <li>• Cerullo – April 23</li> <li>• Theo, Clark, McGee – April 30</li> </ul> <b>Confirmations</b> <ul style="list-style-type: none"> <li>• Barletta – May 28</li> <li>• Moretta – June 4</li> <li>• Pitcher – June 11</li> </ul> Parish is looking for a Ukrainian speaking volunteer  <b>Lenten Reconciliation Services at St. John’s Parish</b> Wed Apr 5, 6-8pm; Thurs Apr 6, 6-8pm; Fri Apr 7, after the Stations of the Cross (8-9pm)	Loretta on behalf of Sue	

	<p><b>Food Drive for the Knight's Table</b> - food items can be dropped off at the Church until April 24.</p> <p>The Parish is starting an <b>EDGE program</b> in the next few months. This is a Catholic Youth Ministry for young people grades 5, 6, 7 AND 8. April 3rd at 1 pm at St. John's Church there is a Volunteer Information session.</p> <p>The St. Vincent de Paul Bin is currently on site at St. John's and will be here until April 6th.</p> <p><b>Acceptable items:</b> all clothing, all footwear, bedding, drapery, towels, and toys (new or nearly new).</p> <p><b>Items not accepted:</b> books, construction material, dishes, furniture, and video/audio cassettes.</p>		
<b>OAPCE Report</b>	<b>No update from OAPCE Meetings</b>	Brenda	
<b>Yearbook Update</b>	<p><b>Update on 2021-2022 yearbook</b></p> <ul style="list-style-type: none"> <li>• Lisa Lecce received cost from the printer. As of today, the quote for 200 books is \$23.27. For 300 books it would be \$21.27. 320 books were sold last year.</li> <li>• Last confirmation is June 11, 2022. If she is to include that photo, then the books will not be ready until the week of June 27<sup>th</sup>.</li> <li>• As a council we need to decide how to price the books. \$24.00 or \$22.00</li> <li>• Grade 8 students will get the yearbook for free</li> <li>• Last year the amount was underestimated, and the parent council had to cover the deficit. It was approximately \$600 to cover this cost.</li> </ul> <p>We will sell the yearbooks at \$24.00. We will include a blurb to let parents know that printing costs have gone up.</p> <p><b>MOTION: moved by Nicole Russo, seconded by Sabrina Merola</b>  <b>Motion APPROVED</b></p>	Lisa Lecce	Approved \$24.00
<b>Treasurer's Report</b>	<p><b>Finance Update</b></p> <ul style="list-style-type: none"> <li>• The Banking statement as of February 28, 2022 was presented with a balance of \$17,110.81. A \$1,000.00 float is required, therefore balance of funds available is \$16,110.81. Budget items approved leave \$13,396.00 to be spent this school year. Estimated cash available to spend is \$2,714.56 should we chose to</li> </ul>	Rosa/Loretta	

	<ul style="list-style-type: none"> <li>• \$1500.00 will be returned to Parent Council for Raz Kids license</li> </ul> <p>The drop in the account was due to payment of \$12,250.00 for Chrome Books and craft reimbursement cheques for teachers totaling \$455.75.</p>		
<b>Principals/VP's Report/Teacher's Report</b>	<ul style="list-style-type: none"> <li>• Welcome Ms. Alvaro and Ms. Coward – they are joining us this evening to discuss graduation planning as they are on the grad committee</li> <li>• Thank you to the parent community for following procedures and continuing to support the school</li> <li>• Masking mandates have been lifted. We continue to respect and accommodate those who choose to wear a mask. Any student who travels outside of Canada must wear a mask for 14 days while in school</li> <li>• We are continuing to support hand hygiene, enhanced cleaning procedures throughout the school, etc.</li> <li>• Visitors and volunteers are allowed back into our schools</li> <li>• In-person meetings can take place, including parent council meetings</li> <li>• Please continue to do screening in the morning prior to coming to school</li> <li>• Student co-horting and physical distancing have been lifted</li> <li>• Graduations are now back on</li> <li>• Fundraising and Food Programs back on</li> <li>• Parents have been given a choice as to whether they would like to take part in remote learning</li> <li>• Athletics have started up. Intermediate and Junior basketball are currently taking place. Co-ed baseball, soccer and track and field for Junior and Intermediate students are upcoming. Staff must be willing to run these teams</li> <li>• Chess clubs, games club, PALS program during recess times</li> <li>• Girls Night In – 11 staff will facilitate the event – Grade 8 girls will be invited from 3:45 to 8:00 p.m. Guest speakers will also be invited. Students were provided with a survey about what they wanted to do. “Let the Light Shine” is the theme. There will be no cost to students as Foodland has graciously donated snacks. This will be an evening of empowerment. An email will be going out to Gr. 8 parents regarding the</li> </ul>	Mr. Torres/ Ms. Sodhi / Ms. Coward	

evening along with permission forms. (Not sure about a Boy's Night. It will depend on staff interest.)

- Ukraine fundraiser has been going well. All funds will be sent to the Archdiocese of Toronto to be distributed.
- Cookies for ShareLife is taking place.
- Now that co-horting has been removed, students can now work together and help other students. Will be starting up "Angels" who will be mentors and work with other students at recess or in the classroom and be that extra-helping friend. This will be great for the Gr. 7 students as part of their sacrament community service.
- Easter Food Drive is currently taking place and will be given to the parish.
- Robert F. Hall students coming in – they are called "Voices" – they will be speaking to our Gr. 8 students about leadership and empowering them with regards to equity and unity.
- Pizza lunch will be starting. Airport Pizza has been contacted and will likely be on Thursdays.
- Catholic Education Week is coming up in May.
- We have received a grant from the ministry for outdoor learning and part of that will be Scientists in the School.
- Journey into Learning for FDK students.
- Mrs. Ricitano will likely be hosting a book fair during Catholic Education Week
- EQAO will take place this Spring for Gr. 3-6. The test will take place online. Teachers will be taking part in training for this.
- Bus Cancellations – Zone 3 – if buses are cancelled schools are open. Combining classes is now a possibility on bus cancellation days since there is no longer a requirement for co-horting.
- RAZ Kids license will not be renewed. RAZ Kids may not be the best online literacy program. The board recommends Knowledge Hook, Spark, resources on Edwin platform, etc.
- Holy week is coming up April 10-14. Stations of the Cross will take place as a journey through Lent – possibly presenting the stations to the students in the Gym.
- Student assemblies took place this past week. Morning entry will now take place at 9:15

	<p>a.m. Students will be supervised outdoors starting at 9 a.m. There will be a teacher on duty at the Kiss and Ride, walkway and bus as well as on the playground. If it is raining, students will be able to come inside.</p> <ul style="list-style-type: none"> <li>• During recess students can play on the field and on the pavement according to zones. There are intermediate, junior and primary zones.</li> <li>• At dismissal, students picked up in the Kiss and Ride are dismissed five minutes early to make way for buses. There will also be an early bell for older siblings to pick up younger students from their class.</li> <li>• No capacity limits in washrooms. Students are encouraged to continue to sanitize their hands.</li> <li>• Murals – There was a sub-committee and ideas given by Mr. Stevenson for sensory path and learning commons. It was shared with co-chairs and staff. The front entrance has been painted white.</li> <li>• April 4 is World Autism Day. The school has planned activities for the students around raising awareness about Autism. Parent request for education for parents as well, and resources will be sent out in school newsletter.</li> </ul> <p><b><u>Graduation:</u></b> Gr. 8 Graduation ceremony will take place on Monday, June 27<sup>th</sup> at Robert F. Hall at 6 p.m.</p> <ul style="list-style-type: none"> <li>• Students will go to school during the day. Students can bring outfits to school to change.</li> <li>• Dinner and cake will take place in the gym for students – 4-5 p.m. There will be a fee for the dinner.</li> <li>• Gowns are provided for students – there may be a fee</li> <li>• Students will walk over to R.F. Hall</li> <li>• Small liturgy by Father Bob – presentation – awards – etc.</li> <li>• Refreshments provided to parents, staff and students in RFH foyer.</li> <li>• Celebration at the Royal Ambassador is usually hosted by the Parent Council – not the school – parent chat group has been set up for this.</li> </ul>		
<b>Chair’s Report</b>	<p><b><u>Spirit Wear Update</u></b></p> <ul style="list-style-type: none"> <li>• We will open the school spirit wear again in the spring for a few weeks for staff and students who would like to place an order.</li> </ul>	Loretta/Marina	

	<p><b><u>Grad Sweatshirts</u></b></p> <ul style="list-style-type: none"> <li>• Grade 8 Graduation Gift (Hoodies) – Class of 2022 – St. Cornelius – Students names will be showcased on the back. Lisa Lecce will send a design to Loretta and Loretta will share with Mr. Torres and Ms. Sodhi.</li> <li>• The hoodie will be a gift to the graduates from the Parent Council.</li> </ul> <p><b><u>Volunteers for Sacraments and Sacramental Gifts</u></b></p> <ul style="list-style-type: none"> <li>• Communion gifts – leather necklace with stone cross</li> <li>• Confirmation gifts – Stone with engraved cross</li> </ul> <p>(Gifts went over the \$5 budgeted amount - \$5.10)</p> <p>Parent volunteers from council to represent council to say a few words</p> <ul style="list-style-type: none"> <li>• Cerullo – April 23 – Bridgitte</li> <li>• Theo, Clark, McGee – April 30 – Loretta</li> <li>• Barletta/Rosati May 28 – Bridgitte</li> <li>• Moretta – June 4 – Marina</li> <li>• Pitchar – June 11 – Patty</li> </ul>		
<b>CSC Requests</b>	<ul style="list-style-type: none"> <li>• \$600.00 for Graduation – Budget is to be spent both in balloon services and the purchase of new decorations to be reused year after year. Tablecloths are still in good condition.</li> <li>• \$638.00 - \$35/graduate for gift (up from \$27)</li> <li>• \$555.90 – Sacramental gift (over spend of \$0.10)</li> </ul>	Loretta/Marina	
<b>School Requests</b>	No requests at this time	Mr. Torres /Ms.Sodhi	
<b>Fundraising</b>	<p>Fundraising will begin again next school year and council will have a big Opening Fundraiser.</p> <p>Council asked members to think of fundraising ideas to discuss at the next meeting.</p>	Loretta/Marina	
<b>Prioritize/Vote for Council &amp; School Requests</b>	<p>1. Graduation Decorations - \$600.00</p> <p><b>MOTION: moved by Rosa Tarantino, Seconded by Sabrina Merola – Motion <b>APPROVED</b></b></p> <p>2. Graduation Gift Top Up - \$638.00 \$35.00/graduate for a congratulatory gift</p> <p><b>MOTION: moved by Joanna Cataldo, Seconded by Patty Scornivacca – Motion <b>APPROVED</b></b></p>	Loretta/Marina	<p><b>Approved \$600.00</b></p> <p><b>Approved \$638.00</b></p>

<b>Closing Prayer &amp; Adjournment</b>	Meeting adjourned at 8:47 p.m.	All CSC Members	
<b>Future Meeting Dates</b>	Monday, May 16 <sup>th</sup> , 2021	All CSC Members	

**St. Cornelius Bank Account Reconciliation**

**as at March 31, 2022**

School council bank balance as of February 28, 2022	17,110.81
Net proceeds up to March 31, 2022 (deposits less withdrawals)	0.00
<b>Total funds @ March 31, 2022</b>	<b>17,110.81</b>
Bank balance per bank statement @ March 31, 2022	17,110.81
Deduct outstanding chqs not cleared through the bank as of March 31, 2022	-1,944.65
	0.00
Add outstanding deposits not processed by bank as of March 31, 2022	0.00
<b>Adjusted bank balance (agrees to calc of funds, see A above)</b>	<b>15,166.16</b>
Net funds available @ March 31, 2022	15,166.16
Estimated profit for pizza/sub/milk <b>**Note: no programs due to Covid-19**</b>	0.00
Float required by by-laws	-1,000.00
<b>ESTIMATED funds available</b>	<b>14,166.16</b>
2021/22 Budget items approved but not paid yet (see attached)	-11,189.60
<b>Net estimated cash available to spend as of March 31, 2022</b>	<b>2,976.56</b>



**St. Cornelius 2021/2022 Budget  
as at March 31, 2022**

	<b>Original</b>			
	<b>Budget Amount</b>	<b>Amount Spent</b>	<b>Variance</b>	
2021-2022 FDK Celebration of Learning (76 students \$5/student)	\$ 380.00	\$ -	\$ 380.00	
2019-2020 Grade 8 Graduation (77 students \$30/student)	\$ 898.07	\$ 898.07	\$ -	
2020-2021 Grade 8 Graduation (75 students \$30/student)	\$ 1,051.69	\$ 1,051.69	\$ -	
2021-2022 Grade 8 Graduation (73 students \$35/student)	\$ 2,555.00	\$ -	\$ 2,555.00	
2021-2022 Sacrament Gifts (109 students \$5/student)	\$ 545.00	\$ 533.55	\$ 11.45	
2019-2020 Grad Yearbooks (77 students \$17/book)	\$ 4,818.32	\$ 4,818.32	\$ -	
2020-2021 Grad Yearbooks (75 students \$17/book)	\$ 2,258.94	\$ 2,258.94	\$ -	
2021-2022 Grad Yearbooks (73 students \$22/book plus \$394 extra costs)	\$ 2,000.00	\$ -	\$ 2,000.00	
2021-2022 Graduation Décor	\$ 600.00		\$ 600.00	
Chromebooks (approx \$300/book, 50 chromebooks)	\$ 12,250.00	\$ 12,250.00	\$ -	
Sensory Path	\$ 4,000.00	\$ -	\$ 4,000.00	
Raz Kids License 2021-2022	\$ -	\$ -	\$ -	
Student Craft Supplies (\$5/student x 552 students)	\$ 2,760.00	\$ 1,823.59	\$ 936.41	
Balloon banner for Graduation	\$ 316.40	\$ 316.40	\$ -	
Graduation Banner	\$ 250.00	\$ -	\$ 250.00	
Welcome Back Banner	\$ 500.00	\$ -	\$ 500.00	
Cost Recovery to Board	\$ 142.01	\$ 142.01	\$ -	
Christmas Marketplace Refunds	\$ 915.00	\$ 915.00	\$ -	
Council Supplies	\$ -	\$ 43.26	\$ -43.26	
<b>Total budgeted amount</b>	<b>\$ 36,240.43</b>	<b>\$ 25,050.83</b>	<b>\$ 11,189.60</b>	