



St. Cornelius School Council Meeting Minutes Wednesday April 24, 2024

6:00 – 9:30 PM

St Cornelius School, Upper Level Meeting Room/Virtual Meeting

Council Attendance:

A. Saragosa (Principal) (P), Annalisa Sodhi (P), Barb Hirsch (P), Brenda Giardetti (Online), Belinda Moretta (P), Christina Patafio (Online), Devon Caltagirone (P), Joanna Cataldo (P), Loretta De Grazia (P), Melina Frattaroli (P), Nadia Niro (P), Rosa Di Savino (P), Rosemary Zingaro (P)

TOPIC	DISCUSSION	RESPONSIBLE	ACTION
Welcome Prayer, Land Acknowledgement & Attendance	Meeting was called to order at 6:09 p.m. Loretta led an opening prayer. Attendance was taken. Land acknowledgment was read by Ms. Sodhi	Loretta/ Ms. Sodhi	
Agenda & Approval of Previous Mtg. Minutes	The agenda and minutes of February 7 2024 were approved by the members of the Catholic School Council (CSC). MOTION: moved by Joanna Cataldo. Seconded by Devon Caltagirone that the agenda be approved. CARRIED. MOTION: moved by Melina Frattaroli. Seconded by Joanna Cataldo that the CSC minutes of February 7, 2024 be approved. CARRIED.	All CSC Members	
DPCDSB Annual Survey	The Committee was required to complete the DPCDSB Annual Survey. Every school board asks the Council to complete the survey. The survey includes goal setting by the principal, identification of budget concerns and school improvement plans. The information provides a means of better understanding each unique school community.	All CSC Members	
DPCDSB 2024-25 Public Budget Information Webcast	DPCDSB offered a Public Budget Information Session webcast on April 24, 2024. This session provided an opportunity for community stakeholders to receive financial information and updates on the DPCDSB deficit position. The following is a recording to the webinar: Public Budget Information Session - Zoom The accumulated deficit position of DPCDSB, and limited funding resources available, does limit the actual expenditure decisions that can be made. The Dufferin-Peel Catholic District School Board (DPCDSB) will once again develop a budget while operating under a Multi-Year Financial Recovery Plan (MYFRP) with the Ministry of Education. DPCDSB continues to work with the Ministry of Education in addressing the significant expenditure concern with a Long-Term		

	<p>Disability (LTD) benefit plan that has created an accumulated deficit position. DPCDSB will operate under the MYFRP until the issue has been resolved.</p> <p>The Ministry of Education provides funding to school boards through the Grants for Student Needs (GSN) funding formula. GSN information will be available on the Ministry of Education website. Despite limited budgetary resources, DPCDSB is committed to ensuring our stakeholders have access to information regarding the budget development process and opportunities to provide input.</p> <p>DPCDSB has experienced a decline in enrolment over the past years that also has an impact on the financial position.</p>		
Parish Report	No update for the Parish report.	Christina	
OAPCE Report	No update from OAPCE Meeting.	Joanna	
Yearbook	Mr. Cataldo is working on the yearbook. He is actively collecting photos and working on workbook formatting.	Mr. Saragosa	
Chair's Report	<p>Big Box of Cards Recap: 507 boxes sold Big Box Profit of \$5,577.00 (\$11 per box) Grand Total Profit of \$5,577.00</p> <ul style="list-style-type: none"> • Big thank you to Christina. She managed this initiative. • There are still 6 boxes outstanding; we expect to get these back. The total profit will increase. • Big Box of Cards delivery date is May 1st. • There are 60 students who placed orders. It will take a few days to sort through each order and organize the boxes. <p>Lunch Program Update – Profit to Date \$9,621.29</p> <ul style="list-style-type: none"> • Breakdown by Lunch program: <ul style="list-style-type: none"> ○ Sub Lunch: profit of \$3,442.90 ○ BarBuritto: profit of \$4,460 ○ Pasta & Chicken: current profit is \$1,718.39. There are still a few orders not included. The students like the food but it is underpriced because we were not aware that they charged HST. We missed adding our profit in. <p>Snack Program Update – Profit to Date \$4,783.04 (will be less as more snacks need to be purchased)</p> <p>Spirit Wear Update:</p> <ul style="list-style-type: none"> ○ Last round of Spirit Wear sales was \$218.15. We sold \$1,454 worth of product. The cheque will be mailed out to the school. <p>Wall Mural Update:</p> <ul style="list-style-type: none"> ○ Wall murals have been completed and are installed. Total cost within budget \$4,000.20 <p>No questions on Chair's Report.</p>	Loretta	
Principal's VP's Report/Teacher's Report	School Updates:	Mr. Saragosa/Ms. Sodhi	

- Chromebooks are ordered. The school issued a bulk order, so they were able to purchase more for less – 50 Chromebooks ordered for the price of 40.
- Sacraments are continuing to take place in April (on Saturday) in for First Holy Communion. In June, Grade 7's will have Confirmation.
 - o Students receiving sacraments are given a gift bag. There will be two classes have a sacrament this coming Saturday, if a parent from Council wants to say something.
 - o McGee at 10am, April 27th
 - o McLeod at 12pm, April 27th
- Bishop will be in our Parish on June 13th. We are waiting for an agenda to see if he will be visiting our School.
- During Catholic Education Week, Father Bob will do the Rosary with the students. He will explain the rosary. This will be done for Grades 1 – 8 students in the gym. JK/SK classrooms will be done separately.
- Money raised from pizza lunch is used to purchase Chromebooks, athletic supplies, used for celebration of learning, subsidizing grade 8 graduation to name a few. There is a variety of things that it is used for including subsidizing field trips.
- There is the new Family Life Curriculum starting with Grade 1's. There is learning in the classroom. It is a religious education program for students. There are resources for parents and students have access to curriculum in their logins. Family life education affirms and support catholic parents to raise children according to their faith.
- Fully Alive is sponsored program that provided to students and is what we currently use.
- Family life teaches about mental health and relationships. New family life curriculum was released in 2023; they will use it in 2024.
- Grades 2 – 8 will continue to use Fully Alive.
- Teachers will be provided with extra resources to help.
- The Parent Engagement event will take place on May 6th during Catholic Education Week.
- The speakers have been booked and the invite has been sent out.
- Robert F Hall parents were included in the invite. Parents can RSVP using the link. There is a maximum of 350 allowed.
- The engagement event will address the reality of racism and what it means to students. The purpose of this event is to help educate on racism; it is happening in our school. We want parents and kids to feel like it is a safe community.
- There will be reminders sent out. This is a parent engagement. It is about the students and making it a more accepting and safer environment.

Treasurer's Report	<ul style="list-style-type: none"> - Update on Financial situation - Current Approximate Spending Balance is \$28,042.37 - Overspend on Allocated Funds: <ul style="list-style-type: none"> o \$107.68 – Chocolate Fundraiser Prizes o \$.20 – Murals School Beautification project - Based on what was in the bank, we started with \$60,499.88. We have left \$28,042.77. This is not exact because we have April and May lunches that we still need to collect. - We need to keep this mind for next meeting, as it will be our last meeting and we need to allocate the funds. - The snack program has done really well. Over the summer, Loretta and Christina will work together to come up with ideas to make it easier. It was a lot of work. - For next year, if we want to do chocolate fundraiser it would be great to have it in parent's hands by September 26th (Open House). 	Loretta	
Fundraising	<ul style="list-style-type: none"> - Fundraising is complete for this school year 	Loretta	
CSC Requests	CSC Requests <ul style="list-style-type: none"> - Fun day for community – movie night, or fun fair, food truck - Idea to have an end of year BBQ or movie night for parents & students. - Future Requests <ul style="list-style-type: none"> o 2024-45 Graduation Gifts (80 students x\$35) = \$2,800 o 2024-25 Graduate Yearbooks (80 students x\$25) = \$2,000 o 2024-25 Celebration of Learning (80 FDK Students x \$10 = \$800) o 2024-25 Sacramental gifts (120 x \$7) = \$840 - Total Council Requests: \$6,440 	Loretta	
School Request	School Request: <ul style="list-style-type: none"> - Chromebooks – (\$440/book x20) = \$8,800 - Literacy Supplies/Decodables - \$6,000 - 2024-25 Agendas – Grade 1-6 -\$2,300 - Music Supplies - \$6,000 - STEAM Supplies - \$6,000 - Athletic Equipment refresh - \$1,500 - Approximate Total School Requests - \$30,600 	Mr. Saragosa / Ms. Sodhi	
Prioritize/Vote for Council & School Requests	Prioritize/Vote for Council & School Requests <ul style="list-style-type: none"> - Prioritize funding requests and approve what can be approved with the current funds available. <ol style="list-style-type: none"> 1. Chromebooks (20 Chromebooks \$8,880) 2. Pavement Painting 3. Literacy Material 4. 2024-2025 Council Requests (Breakdown above) 5. Music Supplies 6. STEAM Supplies 7. Agendas 	Loretta	

	<ul style="list-style-type: none"> - We prioritized our requests. - For next meeting, depending on what we have already allocated, we should be able to allocate the funds quickly. - Mr. Saragosa mentioned that he also wants to want to refresh athletic equipment. He thinks about \$1,500 would be the cost to for athletic equipment refresh. 		
Closing Prayer and Adjournment	Meeting adjourned at 8:53pm.	All CSC Members	
Next Meeting Date	Monday June 4, 2024, 6:15pm	All CSC Members	

**St. Cornelius Bank Account Reconciliation
as at April 30, 2024**

School council bank balance as of April 1, 2024	\$ 42,830.06
Net proceeds up to April 30, 2024 (deposits less withdrawals)	\$ 14,131.12
Total funds @ April 30, 2024	<u>\$ 56,961.18</u>
Bank balance per bank statement at April 30, 2024	\$ 56,961.18
Deduct outstanding cheques (uncleared)	-\$ 12,864.91
	\$ -
	\$ -
Add outstanding deposits not processed by bank as of April 30, 2024	\$ -
Adjusted bank balance (agrees to calc of funds, see A above)	<u>\$ 44,096.27</u>
Net funds available @ April 30, 2024	\$ 44,096.27
Estimated profit for lunch programs	\$ -
Pro-Grant Funding	\$ -
Float required by by-laws	-\$ 1,000.00
ESTIMATED funds available	<u>\$ 43,096.27</u>
2023/24 Budget items approved but not paid yet (see attached)	<u>-\$ 11,550.00</u>
Estimated cash available to spend as of April 30, 2024	\$ 31,546.27
Barburrito May Invoices	-\$ 2,179.25
Snack Friday Orders	-\$ 865.09
Uncleared Funds From April 30, 2024 to May 29, 2024	<u>-\$ 17,964.34</u>
Net Estimated cash available to spend as of May 30, 2024	<u>\$ 10,537.59</u>

**St. Cornelius 2023/2024 Budget
as at April 30, 2024**

	Original Budget Amount	Amount Spent	Variance
2022-2023 Grad Yearbooks (64 students \$21/book)	\$1,428.00	\$1,428.00	\$0.00
School beautification project (Wall murals) 2023-2024	\$4,000.20	\$4,000.20	\$0.00
Open House Snacks	\$247.97	\$247.97	\$0.00
Monster Mash DJ & Decorations	\$284.75	\$284.75	\$0.00
Chocolate Fundraiser Prizes \$1300 - \$600 from World's Finest	\$1,407.68	\$1,407.68	\$0.00
Pro Grant Top Up for Guest Speaker	\$960.50	\$960.50	\$0.00
Pavement Markings - Games	\$1,118.70	\$1,118.70	\$0.00
2023-2024 FDK Celebration of Learning (80 students \$10.00/student)	\$800.00	\$0.00	\$800.00
2023-2024 Grad Yearbooks (78 students \$25/book)	\$1,950.00	\$0.00	\$1,950.00
2023-2024 Grade 8 Graduation 78 students \$35/student)	\$2,385.24	\$2,385.24	\$0.00
2023-2024 Sacrament Gifts (115 students \$7.00/student)	\$661.50	\$661.50	\$0.00
ChromeBooks (25 Chromebooks at \$331.96/book)	\$8,800.00	\$0.00	\$8,800.00
Council Supplies	\$0.00	\$0.00	\$0.00
Total budgeted amount	\$24,044.54	\$12,494.54	\$11,550.00

Received Pro Grant Funding of \$1,000, cost Council \$0.00

Received Grant for \$495 (Council covered \$623.70)
