



# St. Cornelius School Council Meeting Minutes

May 26, 2021

6:30 – 9:40 PM – Virtual Meeting

## Council Attendance:

Loretta DeGrazia	Marina Glinski	Silvana Cordoba	Barbara Czerniecki	Andrea Calomino
Sue Petricca	Rosa Tarantino	Patricia Scornavacca	Sabrina Merola	Brenda Giardetti
Irma Maas (Principal)	Francisco Torres (VP)			

## Guests:

Julie Baiocce	Francis Aboagye	Natalie Motta	Joanna Cataldo	Tavaniello Family	Alex B
Melina Frattaroli					

TOPIC	DISCUSSION	RESPONSIBLE	ACTION
<b>Welcome Prayer &amp; Attendance</b>	Meeting was called to order at 6:33pm. Marina and Loretta led an opening prayer. Attendance was taken.	Marina and Loretta - All	
<b>Agenda &amp; Approval of Previous Mtg. Minutes</b>	The agenda and minutes of the December 7 <sup>th</sup> , 2020 were approved. <b>MOTION: moved by Barbara, seconded by Andrea that the CSC minutes of December 7<sup>th</sup>, 2020 be approved." CARRIED</b>	Loretta/ Marina	
<b>Catholic School Council Survey</b>	Council participated and completed the 2020-21 DPCDSB Catholic School Council (CSC) Annual Survey. The information provided by CSC will assist the board and its educational officers in setting goals and school improvements both in the administration of the school and it's financial planning.	Loretta/ Marina	
<b>Treasurer's Report</b>	<p><b><u>Finance Update – Year End Report for 2019-20</u></b></p> <ul style="list-style-type: none"> <li>Estimated funds available as of April 30, 2021 is \$31,219.79. It is important to note that St. Cornelius is fortunate to have been able to carry this balance over from the previous years fundraised accomplishments.</li> <li>Items budgeted for the 2020-21 term is \$25,518.36.</li> <li>Net estimate cash available to spend after expenses as of April 30, 2021 is \$5,701.43.</li> <li>The Financial Statements (Bank Reconciliation) was pre-circulated to CSC for discussion and review.</li> <li>Graduation Gifts 2019-2020 – Overspent by \$7.57</li> </ul> <p><b><i>MOTION: moved by Andrea, seconded by Sabrina. CARRIED.</i></b></p> <ul style="list-style-type: none"> <li>2019-2020 Yearbook – overspent by \$2,803.12. Due to low yearbook sales a surplus of ordered books resulted in a deficit which CSC was requested by the school to cover.</li> </ul> <p><b><i>MOTION: moved by Patricia, seconded, by Sabrina. CARRIED.</i></b></p> <ul style="list-style-type: none"> <li>Back in October 2020 CSC approved Steamer/Busy Bins for teachers to utilize for <u>in-class learners ONLY</u> to provide individualized bins for</li> </ul>	Rosa/Loretta	

	<p>activities the students could utilize during quiet time. A submission from a teacher was received with an earlier date than the CSC approved date. CSC tabled the discussion and agreed that the items purchased was relevant to this allocation of funds and reimbursement.</p> <p>Approval of Teacher request \$125.71 (receipt submitted late)</p> <p><b><i>MOTION: moved by Patricia, seconded by Andrea to reimburse the \$125.71 teacher expense. CARRIED.</i></b></p>		
<p><b>Principal's Report</b></p>	<p><b><u>Staffing</u></b></p> <ul style="list-style-type: none"> <li>● An update was provided on all new, LTO and supply staff to St. Cornelius.</li> </ul> <p><b><u>Graduation</u></b></p> <ul style="list-style-type: none"> <li>● The board has created a graduation committee to mitigate the gap in individualized school initiatives as this caused a great deal of inequality among schools which resulted in many parents being upset due to other schools doing more than their child's school. The Graduation Board Committee has given strict guidelines on what schools will be allowed to do. The Committee requested that no new implementations of gifts be allowed and that schools only do what they have done in the past. With this new guideline CSC was advised by Ms. Mass that CSC is not able to gift the graduates more than the gift of the traditional yearbook.</li> <li>● BrightPics (board tendered photographer) has been booked and scheduled on June 9<sup>th</sup>, 2021 at St. Cornelius to take grad photos. However, if the schools remain closed photos will not be able to proceed.</li> <li>● As a plan B, Students may need to submit their own 'selfie' photo which will be recomposed with the gown courtesy of BrightPics to create a graduation composite which will be gifted by the board. It was stated that all pictures must be a 'selfie' photo, <u>NO Professional photos will be accepted.</u></li> </ul> <p><b><u>Yearbook/ Class Pictures</u></b></p> <ul style="list-style-type: none"> <li>● In an effort to provide parents with a 'somewhat' traditional yearbook with a class photo teachers will be creating a class type photo using an app to create a fun, and casual image where the kids are able to be creative. 178 yearbooks have been sold; plus 74 which will be gifted by CSC for all graduates. Reminders have been sent home to parents.</li> <li>● A recommendation to re-open yearbook sales was requested by Marina as many parents had expressed the lack of interest in purchasing a yearbook due to not having the traditional class photos and the newly implemented class photo was presented the just days prior to the yearbook purchases were due. Ms. Maas requested that parents reach out to the school and the opportunity to purchase will be an individual request to reopen cash online.</li> </ul> <p><b><u>Sacraments/Masses</u></b></p> <ul style="list-style-type: none"> <li>● Schools have been preparing students for all Sacraments; however, the parish will be leading and guiding parents on next steps to complete sacraments at the church. Ms. Maas honored Father Bob and his selfless dedication to our school as he continues to heal.</li> </ul> <p><b><u>Technology/Learning Commons</u></b></p> <ul style="list-style-type: none"> <li>● St. Cornelius has not received guidelines from the board yet on how to collect technology that has been lent out to parents within the</li> </ul>	<p>Ms. Maas/Mr. Torres</p>	

community or devices lent out to other schools within the board. Ms. Mass will provide an update at the start of the new school year.

- St. Cornelius administration was able to purchase 40 new iPads to replace the old ones.
- CSC committed to allocate \$12,000 of fundraised funds towards 35 new Chromebooks.
- St. Cornelius administration will be purchasing an additional 125 Chromebooks (total of 160 new devices).
- With the addition of the newly purchased technology all students from grades 3-6 will be able to have their own device. Grades 7-8 students will continue to utilize Edwin devices which are provided by the school board.

**Equity/Distance Learning/Prof Dev.**

- As a school educating staff on equity and racism. Changing terminology to be more inclusive.

**Outdoor Garden/Trees**

- In honour of the Ciasullo family 4 trees have been planted at the back of the field to remember Karolina and her daughters (Klara, Lilianna, and Mila)
- The Outdoor Classroom received some beautification with the support of Council members and their families' new annual plants were installed.

**Paving**

- St. Cornelius is looking into re-paving the older sections of the schoolyard.

**Office Renovation/Ventilation Project**

- A grant has been approved to renovate the main office. Staff have relocated to the library.

**Updated Logo**

- Working on updating the school logo and changing the mission in the logo.

**Hybrid/Remote**

- The DPCDSP has decided to continue the next school term with the Remote only and the Hybrid model of learning. Hybrid is in-person learning unless the schools get closed. If a classroom is closed, students can access online. Remote is full online learning for the whole year.
- Parents will be surveyed on which option they want.

**COVID Protocol**

- Expecting the need to continue with COVID protocols.
- School will need to change along with the recommended guidelines. Social distancing, masks and handwashing are still expected to be required.

<b>Budget Items Update</b>	<ul style="list-style-type: none"> <li>● 35 Chromebooks purchased by CSC</li> <li>● 125 Chromebooks purchased with school budget.</li> <li>● Raz Kids – Was very useful this year especially with online learning.</li> <li>● Sensory Path – Would like a generic one and parts made specific for student needs.</li> <li>● Teacher Supplies – Many teachers did not go out shopping due to COVID resulting in a 95% of budgeted funds being unspent.</li> <li>● Steamer/Busy Bins – many teachers were not able to utilize these funds due to closures and COVID, surplus of allocated funds will defer to next year for only the primary grades.</li> <li>● Sacrament Gifts - \$5 limit, Marina and Loretta have been working on securing the gifts and having a “tag” made to express the gifts are from school council. It’s been challenging due to cost inflation of items and the tight delivery timelines to have available for June if the schools reopen.</li> <li>● D.A.R.E Refund cheque \$400 – Cheque has been at the school since early April and needs to be deposited to avoid stale date. Loretta will get the cheque from the school and deposit asap.</li> </ul>	Ms. Maas/Co-Chairs	
<b>Chair’s Report</b>	<ul style="list-style-type: none"> <li>● School Green Grant Update - \$4,000 was available and used to purchased plants. Thank to you everyone who came to help plant.</li> <li>● Water Volunteers – Need volunteers to water the plants over the summer. Email to be sent out to school communities.</li> </ul>	Loretta, Marina	
<b>Yearbook</b>	<ul style="list-style-type: none"> <li>● Yearbooks 2020-2021 were available for purchase by May 26, 2021.</li> <li>● Waiting on class photos and Grad photos – Only 10-12 Plan B photos have been received. Would like to receive by May 31<sup>st</sup>.</li> <li>● Waiting on 17 grad quotes/surveys to be handed in.</li> <li>● Council photo – Council members please send photo to Loretta or Marina to be included in the yearbook.</li> </ul>	Loretta	
<b>Fundraising Review and Council Requests:</b>	<p><b><u>Opening Fundraisers for 2021-2022 School Year:</u></b></p> <p><b><u>Ideas:</u></b></p> <ul style="list-style-type: none"> <li>- Host an online auction that would be ongoing throughout the school year.</li> <li>- McGregor Meats</li> <li>- School Wear swag</li> <li>- Pizza Store Partner Program</li> </ul> <ul style="list-style-type: none"> <li>● Council decided on McGregor Meats for September/October and School Swag for November/December</li> </ul> <p><b><u>Council Requests:</u></b></p> <ul style="list-style-type: none"> <li>● JDK Celebration of Learning was not able to proceed due to COVID.</li> </ul> <p><b>MOTION to RETRACT: moved by Patti., seconded by Sabrina. CARRIED.</b></p> <ul style="list-style-type: none"> <li>● Class Literacy Books</li> </ul> <p><b>MOTION to RETRACT: moved by Andrea., seconded by Barb. CARRIED.</b></p> <ul style="list-style-type: none"> <li>● Increase Yearbook for Graduates budget from \$1,275 to \$1,628.</li> </ul>	Marina, Loretta	<p>Approved to Retract (\$400)</p> <p>Approved to Retract (\$3,038)</p>

	<p><b>MOTION: moved by Rosa., seconded by Patti. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Reduce graduation gifts budget to \$1,000 due to COVID.</li> </ul> <p><b>MOTION to RETRACT: moved by Patti., seconded by Andrea. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Graduation Balloon Banner requested by Grad parents \$300.</li> </ul> <p><b>MOTION: moved by Patti., seconded by Sabrina. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Welcome Back Banner</li> </ul> <p><b>MOTION: moved by Marina, seconded by Andrea. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Graduation 2022 (approx. 80 students) at \$30 per student at \$2,400</li> <li>• Graduation 2022 moved to reduce to \$25 per student at \$2,000</li> </ul> <p><b>MOTION: moved by Marina. Seconded by Brenda. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• 2022 Graduate Yearbooks at \$22 per book at 80 students</li> </ul> <p><b>MOTION: moved by Sue, seconded by Barb. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Celebration of Learning 2022 – approx. 120 students at \$5 per student</li> </ul> <p><b>MOTION: moved by Marina, seconded by Barb. CARRIED.</b></p> <ul style="list-style-type: none"> <li>• Sacrament Gifts – approx. 160 students at \$5 per student</li> </ul> <p><b>MOTION: moved by Barb, seconded by Brenda. CARRIED.</b></p>		<p>Approved \$353</p> <p>Approved to Retract (\$1,250)</p> <p>Approved \$300</p> <p>Approved \$250</p> <p>Approved \$2,000</p> <p>Approved \$1,760</p> <p>Approved \$600</p> <p>Approved \$800</p>
<p><b>School Requests</b></p>	<p><b><u>Raz Kids</u></b></p> <ul style="list-style-type: none"> <li>• Renew subscription. Request from school was \$1,700 but due to lack of funds available, request was reduced to \$486.</li> </ul> <p><b>MOTION: moved by Brenda, seconded by Andrea to subsidize cost of RAZ Kids school subscription in the amount of \$486.</b></p> <p><b><u>Journey into Learning Materials (Spring 2022)</u></b></p> <ul style="list-style-type: none"> <li>• For new JK's coming in September 2022</li> </ul> <p><b>MOTION: moved by Sue P., seconded by Patricia S.,</b></p>	<p>Ms. Maas</p>	<p>Approved \$486</p> <p>Defeated \$500</p>
<p><b>Meeting Dates</b></p>	<ul style="list-style-type: none"> <li>• September 17<sup>th</sup> – Nomination forms due for 2021-2022 school year council members.</li> <li>• October 6, 2021, First Council Meeting for 2021-2022 school year.</li> </ul>		
<p><b>Closing Prayer &amp; Adjournment</b></p>	<p>Council closed the meeting in prayer. <b>Mtg adjourned 9:41 pm</b></p>	<p>Loretta/Marina</p>	