



St. Cornelius School Council Meeting Minutes

Tuesday, October 3, 2023

6:00 – 9:45 PM

Council Attendance:

A. Saragosa (Principal) (P), Annalisa Sodhi (P), Barb Hirsch (P), Brenda Giardetti (P), Devon Caltagirone (P), Laura Bettencourt (P), Christina Patafio (P), Carmela Sabatino (P), Patricia Scornavacca (P), Rosa Di Savino (P), Rosa Tarantino (P), Joanna Cataldo (P), Rosemary Zingaro (P), Belinda Moretta (P), Melina Frattaroli (P), Nadia Niro (P), Loretta De Grazia (P), Elizabeth O’Keefe (P)

TOPIC	DISCUSSION	RESPONSIBLE	ACTION
Welcome Prayer, Land Acknowledgement & Attendance	<p>Meeting was called to order at 6:35 p.m. Loretta led an opening prayer. Attendance was taken. Land acknowledgment was read by Ms. Sodhi</p> <p>Loretta reminded everyone about Robert’s Rules and how they are followed during our Council meetings.</p>	Loretta/s. Sodhi	
Agenda & Approval of Previous Mtg. Minutes	<p>The agenda and minutes of May 10, 2023 were approved by the members of the Catholic School Council (CSC).</p> <p>MOTION: moved by Brenda. Second by Patricia that the agenda be approved.</p> <p>MOTION: moved by Rosa T. Seconded by Brenda G. “</p>	All CSC Members	
	<p>Roberts Rules</p> <p>Council will continue to utilize the guidelines within “<i>Roberts Rules of Order</i>” for each meeting. This method was introduced to CSC back in November 2018 to establish structure and rules of conduct at CSC meetings. Roberts Rules provides an environment that allows everyone to be heard and to make decisions without confusion.</p> <p>For example, the method used by members to express themselves is in the form of moving motions. A motion is a proposal that the entire council can act or a stand on an issue. Individual members can:</p> <ol style="list-style-type: none"> 1. Call to order. 2. Second motions. 3. Amend motions. 4. Table motions 5. Vote on motions. <p>The rules provide a fair and more achievable outcome without wasting time.</p>	Loretta	
Treasurer’s Report	<p>Starting year off as a deficit of approx. \$4,000</p> <p>Bank reconciled up to August 31, 2023</p>	Devon	

	<p>Year End Report for 2022-2023 School year and approval of item if required</p> <ul style="list-style-type: none"> - School/Council Requests Approved last year for this year: <ul style="list-style-type: none"> o Graduation Gifts - \$2,730 (\$35 x 78 students) o Graduation Yearbooks - \$1,950 (\$25 x 78 students) o FDK Celebration of Learning - \$800 (\$10 x 80 Students) o Wall Murals - \$4,000 		
<p>School Elections/Acclamation of School Council Members: (By-Laws: 15 members on Council) **Please refer to roles and Code of Conduct provided within agenda pkg**</p>	<p>Loretta explained position of Co-Chair</p> <ul style="list-style-type: none"> - Co-Chair – Loretta De Grazia - Treasurer – Rosa Tarantino - Secretary – Nadia Niro - Parish Rep – Christina Patafio - OAPCE Rep – Joanna Cataldo - Teacher Reps – Ms. Zingaro & Ms. Moretta <p>7 Members at Large:</p> <ol style="list-style-type: none"> 1. Patricia Scornavacca 2. Brenda Giardetti 3. Rosa Belo Di Savino 4. Carmela Sabatino 5. Laura Bettencourt 6. Devon Caltagirone 7. Barbara Hirsch 8. Melina Frattaroli 	<p>Mr. Saragosa</p>	
<p>Principal’s VP’s Report/Teacher’s Report</p>	<ul style="list-style-type: none"> - Open house and Book Fair raised \$1,400 for the school. Will decide how to spend. - Agendas were sent to Grade 1-6. - Chromebooks for 7& 8 students. - Picture day took place. - Grad pics March 29/24 - FDK Round the Bend Farm - Sports teams doing very well. - Pizza days are going to be starting October 11/23. Every Wednesday. - Clubs – Grade 3/4 gardening club, choir, STEM club, tech club. Hope to have more. - Re-organization was quite significant. Primary classes were over capacity. New class had to be created and trickle effect on Grades 1-5. - Pastoral Plan – sacraments, council message. Loretta to review. - Youth Faith Ambassadors – food drive. Ford dealership in Bolton matches the amount and it goes The Eden Bank in Bolton. - Youth Faith Ambassadors – Four (4) grade 7 students attended elementary wellness conference that was held here at St. Cornelius. Hosted by wellness representatives from the Board. Initiatives within schools to enhance and support mental health. - Central committee meeting October 19/23 at St. Francis of Xavier. Principal and co-chairs will attend. - Halloween – Monster Mash. 	<p>Mr. Saragosa/Ms. Sodhi</p>	

Chair's Report	<ul style="list-style-type: none"> - Welcome to Council for 2023-2024 school year - Council Help and Support - Board funding is limited so fundraising through Council is very important for the exciting initiatives <ul style="list-style-type: none"> o Smartboards, Chromebooks o Music Program o STEM Program - Establish Sub-Committees – Grad, Fundraising, Yearbook, Sacraments <ul style="list-style-type: none"> o Fundraising Members– Loretta, Devon, Joanna, Melina, Christina, Laura, Liana Canican, Francesca Graham o Snack Fridays Members – Elizabeth O’Keefe, Loretta, Christina o Sacraments Members – Loretta, Carmela, Christina, Melina, Laura o Graduation Members – Loretta, Brenda, Joanna, Melina, Rosa T, Rosa D, Barb o Yearbook Photos - Christina - Initiatives – school lunch programs – we would like to run 3. We need volunteers to distribute lunches, labels for the meals. Bar Burritos ran last year and it was a success. We gave them the labels and they packaged bags by class. - June 24/23 grad date Royal Ambassador - Yearbook committee – Mr. Cataldo may do on his own - Pictures can be taken by Christina at all events and sent to Mr. Cataldo - Lunch Sub Committee – labels for lunches – Rosa & Rosa. Elisabeth joined and Melina joined. - Sacraments Gifts were purchased last year. For both communion and confirmation. 	Loretta	
Yearbook	<ul style="list-style-type: none"> - Update on 2022-2023 yearbook - 2023-2024 yearbook, support with book - Loretta wanted to establish yearbook sub-committee but it was expressed that Mr. Cataldo would continue to work on the yearbook on his own. - It was suggested that others can take pictures at school events and email the pictures to him to be included in the yearbook 	Loretta	
CSC Requests	<ul style="list-style-type: none"> - School Yard Beautification/Pavement Markings - Ms. Sodhi put a request in for the grant for \$500 from public health - Murals – 3 large murals are close to \$3,000. Administration will approve designs. Budget already approved in last school year. - Monster Mash – Devon may be able to get DJ for approx. \$300. Set up can be done by volunteer parents and students on Oct 30th after school – Rosa D, Barb, Brenda. Take down will be done on Oct 31st at the end of the day – Devon, Melina, Laura B. Will take donations for decorations. Request will be posted on St. Cornelius Connects page on Facebook. <p>MOTION: moved by Brenda G, seconded by Patty S, that the \$500 on DJ and Decorations for Monster Mash Dance be approved. CARRIED</p> <ul style="list-style-type: none"> - Discuss School initiatives and set budget 	Loretta	Approved \$500.00
School Request	<ul style="list-style-type: none"> - Request the School is hoping to bring forward for approval this year. <ul style="list-style-type: none"> o STEM Items - library resources o Pals Program – Mr. Enz will compile of list of what is needed with an amount that we can consider in future. 	Mr. Saragosa	

	<ul style="list-style-type: none"> ○ ○ Agendas \$2,000 – Actual cost is \$2,254.35 last year \$5.05 per agenda \$0.65 plastic insert = \$5.70 per agenda ○ Crafts \$5 per student for teachers Total \$2,650 -530 students <ul style="list-style-type: none"> - Parent involvement grant \$500 not used from last year - Balance on account is \$5,185.29 as per Mr. Saragosa. Less \$1000 float. \$6900 – less cookies & yearbooks = \$5200.00 plus involvement grant +\$500 = \$5,700 plus \$1000 float + \$800 from open house - \$1000 parent involvement grant can be used 		
Fundraising	<ul style="list-style-type: none"> - Treat Tuesdays Mondays – hoping to start in mid-October. Student cash online – parents purchase a card and students could go to the snack bar to buy a snack - Krispy Kreme Donuts – December/February – No dates available - Pretzels during Lent – won't be doing this year. Did not generate enough funds - Ask Foodland for donations - Chocolates!! Christina will help. Do as soon as possible. World's Finest or Laura Secord. Lafontaine – Nestle bars. Nut free. - Big Box of Cards - Fundraisers to kick off the school year - Lunch Programs – looking to do three per week, need lunch volunteers (Barburrito – Thursdays meals \$5 cost, sold for \$6.50. Cost has now gone up to \$6.50 – would need to sell for \$8.00. Subs – Tuesdays. Subway or Firehouse Subs - Subs. need to find one more) - Pizzaville – Bolton - Lunch program meals will sell for \$8 each - Snacks Shack – Fun Fridays – Cash online card – once a month have it available for parents to buy - Establish Fundraising Sub-Committee - Establish Lunch Programs Committee 	Loretta	<p>Approved Chocolate Fundraiser – November</p> <p>Approved Big Box Of Cards – March</p>
Prioritize/Vote for Council & School Requests	Set fundraising budget based on requests (will be done next meeting once some fundraising dollars are in the bank)	Loretta	
Future Meeting Dates	<p>Future Meeting Dates were set...agreed to alternate between days of the week and to have meeting start time of 6:15pm</p> <ul style="list-style-type: none"> ● Thursday, November 30, 2023 ● Wednesday, February 7, 2024 ● Thursday, April 4, 2024 ● Monday, June 3, 2023 	Loretta/Mr. Saragosa	

