



## St. Dominic School Council Minutes – April 12, 2023



<b>Voting Council Members (2022-2023)</b>					
Name	Attend	Regrets	Name	Attend	Regrets
Natasha Kovar, Chair	X		Vicki Lefkaditis-Said, Parent Member	X	
Jacqui Kuypers, Treasurer	X		Alicia Kowalczyk, Parish Rep	X	
Lauren Muszynski, Secretary	X		Anastasia Lata, Parish Rep	X	
Tamara Parkes, OAPCE Rep		X	Danielle Crnkovic, Parent Member	X	
Joanne Plut, Parent Member		X	Eileen Sheehan, Parent Member	X	
<b>Principal, Teacher Reps, Non-Teacher Reps and Trustee</b>					
Name	Attend	Regrets	Name	Attend	Regrets
L. Mundy, Principal	X		Mario Pascucci, Trustee	X	
D. Frigo, Teacher Rep	X				
D. Paterson, Teacher Rep	X				
J. Kalynowsky, Non-teacher Rep		X			
<b>Non-Voting Members and Guests</b>					
Name	Attend	Regrets	Name	Attend	Regrets
<b>Agenda Items</b>				<b>Action Item</b>	
<b>6:45 p.m. Land Acknowledgement Opening Prayer &amp; Welcome</b>					
<b>Approval of Agenda</b>					
<ul style="list-style-type: none"> <li>- Motion of approval of the agenda by Natasha (after one small change noted - Joanne will not be presenting the fundraising report, Natasha will take her place)</li> <li>- Seconded by Anastasia</li> <li>- Agenda approved</li> </ul>					
<b>Acceptance of February Meeting Minutes</b>				<b>-Mrs. Mundy will post the PDF version on the website</b>	
<ul style="list-style-type: none"> <li>- Motion of approval of February meeting minutes by Natasha</li> <li>- Seconded by Vicki</li> <li>- Minutes approved</li> </ul>					
<b>Trustee's Report - M. Pascucci</b>					
<ul style="list-style-type: none"> <li>- at the Board committee meeting last night, there was concern about declining enrollment; Trustees approached the Director and said that they needed data in order to make informed decisions in the future</li> <li>- Board is also looking into tendered companies</li> <li>- Board is also looking into busing (ie. wheelchair accessible buses allowing siblings to travel together)</li> <li>- upcoming financial meeting on Tuesday May 2, Mario encouraged us to join</li> <li>- upcoming event on human trafficking - Mario encouraged us to join</li> <li>- Parent question: was there something that happened in Peel to start these types of information sessions? Response: there have been a few of these over the past few years; only held for an opportunity to inform public as to what is happening</li> </ul>					
<b>Principal's Report – Mrs. Mundy</b>					
<ul style="list-style-type: none"> <li>- Term 2 began February 2nd</li> <li>- Every class participated in a Bus Safety / "Rider Safety Program"</li> <li>- Earth Rangers came to our school on February 6th</li> </ul>					

<ul style="list-style-type: none"> <li>- Class Photos took place – early February. One change is that parents now order class photos by downloading through company</li> <li>- Congratulations to Ms. Formica on welcoming her baby girl. Welcome Ms. DiBenedetto.</li> <li>- Our Superintendent, Ms. MacDonald, visited us on February 10th</li> <li>- Basketball season – both girls/boys – Junior and Intermediate</li> <li>- Grade 6’s went to Silver Creek and had a beautiful day outside.</li> <li>- Successful book fair. Students really enjoyed visiting and purchasing items. Thank you to those families that supported it.</li> <li>- Reports were sent home on February 14th, Interview evening Feb 16th/17th .</li> <li>- Dental Screening Took place JK/SK/ 2, 4, 6, 8 on Feb 15/16</li> <li>- Shrove Tuesday – Thank you to council for helping to make a lot of pancakes.</li> <li>- Ash Wednesday and Pink Shirt Day – we had a liturgy and ashes were distributed to students and staff</li> <li>- Chocolates went home February 24th</li> <li>- Front office/lobby was painted for beautification project</li> <li>- After March Break, X Movement a program that emphasizes Empathy and Compassion, Building Relationships and Conflict Resolution</li> <li>- Eco team – led by Ms. Paterson – promoted Healthy Eating Habits , Eat a Rainbow, The Big Crunch – apples supplied to all students. The Big Gulp – promoting using a reusable water bottle, tap water.</li> <li>- Spirit Week – Kindness Week – raised money for Share Life. Thank you to Ms. Frigo for organizing. Divisional Dodgeball games, Dance. Pretzels were ordered for all of the students. Donations went to Share Life. Random Acts of Kindness were caught in action and shared over the announcement at the end of each day</li> <li>- Drums presentation</li> <li>- Grade 8 students had their graduation pictures.</li> <li>- Holy Week: Thank you to Mr. G’s 6/7 class for their beautiful illustration of the Stations of the Cross. The whole school gathered in the gym to watch.</li> <li>- Recent vandalism on the school property. It has been sent to our local authorities who are dealing with the situation in consultation with the school board.</li> <li>- Beading Buds - Monday – Thank you to council</li> <li>- Easter Mass celebration at St. Dominic Parish – April 19th with Q of H.</li> <li>- First communion April 30th 2:00 pm</li> <li>- Catholic Education week – end of the month</li> <li>- Parent concern about dental screening process: parent called the phone number to opt-out, but it was not clear how to opt out, and the person they spoke with said that they don’t even know how to opt a child out. The parent was told to just have their child go through the screening because it’s “not a big deal”. There were concerns about the strong language used in the forms as well.</li> <li>- There are alternate dates for Communion due to a large influx of students receiving communion (not just April 30th)</li> <li>- Parent question: do we have a date for Grade 8 Graduation? Response: Grade 8’s will go to Niagara on May 26th for an extended day trip. The Grad mass will be on June 20th at 9:15am. Graduation on June 27th at Boaden Banquet hall for lunch and dance, ceremony at school in the evening at 6:30pm. There are 26 grade 8 students</li> <li>-</li> </ul>	
<p><b>Parish Update - A. Lata &amp; A. Kowalczyk</b></p> <ul style="list-style-type: none"> <li>- First Holy Communion dates are approaching</li> <li>- Beading Buds will come in on Monday April 17th; Alicia created a flyer to send to families</li> <li>- Fr. Terry will bless the rosaries after the school mass on Wednesday April 19th</li> <li>- Confirmation: we are still researching gifts to distribute at this time (Confirmation candidates can choose between 2 dates, May 30th at 7pm, or June 1st at 7pm; deadline to register was March 30th)</li> </ul>	<p><b>-Mrs. Mundy will confirm the grade 7 numbers so that we can purchase the gifts</b></p>

<ul style="list-style-type: none"> <li>- Easter masses: Good Friday Children’s liturgy was a great success; Good Friday artwork was displayed on the altar</li> <li>- Spaghetti dinner is on April 22nd and tickets will only be sold in advance</li> </ul>	
<p><b>Chair Report - N. Kovar</b></p> <ul style="list-style-type: none"> <li>- The March meeting was canceled. No agenda items were submitted to Natasha, so no items were overlooked when the meeting was canceled.</li> <li>- Feedback from students - some very positive messages were shared with council from appreciative students for all of the events we have planned</li> <li>- Pancake Tuesday was a big success! Thank you to the sub-committee: Alicia, Eileen, Danielle, Vicki, Jacqui, and myself for all of the hard work</li> <li>- The format of the event (students seated in the gym) worked very well</li> <li>- Power issues in the gym, so half of the pancakes needed to be prepared in the staff room</li> <li>- Food drive was very successful. 6 boxes of food were donated to COMPASS</li> <li>- All leftover items (6 griddles and extra ingredients) are stored at Alicia’s house due to lack of storage at the school</li> <li>- We still have: enough napkins for next year, 150 plates, enough tin foil, 80 forks, some purple table cloths)</li> <li>- Purchased 5 bags of the “Krusteaz” brand of pancake mix, but were short 1 bag and needed 1 more bag, so a total of 6 will be needed for next Lent breakfast and 6 for Christmas breakfast.</li> <li>- Purchased 6 bottles of “Kirkland” brand syrup, but needed 1 more syrup so a total of 7 bottles will need to be purchased for next Lent breakfast and Christmas breakfast.</li> <li>-</li> <li>- Movie Night</li> <li>- no suggestions were brought forth for the movie prior to this point, and March has come and gone.</li> <li>- Mrs. Mundy can look into dates in May</li> <li>- movie “Inside Out” suggested</li> <li>- subcommittee will be created if the event is given the green light</li> <li>-</li> <li>- Year End BBQ</li> <li>- Date set: Wednesday May 31st, 2023</li> <li>- Vendor is “BBQ Gourmet”</li> <li>- Students will receive a choice of drink (water or juice), choice of burger, hot dog or veggie burger, a bag of chips or popcorn. Gluten-free options are available.</li> <li>- Vicky, Anastasia, Lauren, Natasha, Alicia, Danielle, Jacqui, and Elaine willing to form a sub-committee to plan for the Year end Barbecue</li> <li>- Mrs. Mundy has asked all Council members who are helping out at the BBQ to wear RED that day to support Inclusiveness and Accessibility Awareness Day</li> </ul>	
<p><b>Fundraising Report – J. Plut &amp; N. Kovar (report read by N. Kovar)</b></p> <ul style="list-style-type: none"> <li>- Overall our School cash online amount raised was \$20,604 which is approx. 228 cases sold. After school cash online processing fees which are approximately 2%, School Council received a transfer of \$20,176.40.</li> <li>- After paying the invoice for the chocolate which was 235 paid cases plus delivery fees and 9 cases for free, less 13 cases that were returned, the total invoice to World Chocolate was \$12,195.60.</li> <li>- We also spent \$518 to host the Pizza party for achieving our goal and another \$500 for the 5 x \$100 gift cards that the prize winners received. Please note we also gave a \$75 Longo’s gift card that Longo’s donated.</li> </ul>	<p><b>Joanne will create a flyer for parent community to outline where the monies raised are being invested</b></p>

- Families that sold more than 1 case were entered into this draw.
- That leaves our net profit after expenses to \$6444 (because we owe the school \$500 from parent engagement grant that we borrowed)
- **WHAT WORKED WELL:**
- Timing - having time before and after March break to allow students to sell.
- Consistent and constant communication - multiple emails and printed letters going home
- Personalized letters sent to students closer to the end of the campaign that followed up with those that still had not paid or returned. This ensured we collected funds on time.
- Record keeping - no 2<sup>nd</sup> boxes were issued until 1<sup>st</sup> box was paid. Alternatively, families could prepay for multiple boxes and get them once payment was completed.
- Communication on prizes... while we offered 5 options for the \$100 gift cards - the winner got to pick what they wanted out of the 5 and Toy R US was the fan favourite.
- **WHAT CAN BE IMPROVED:**
- Keen interest from approx. 20 families requesting to have more than 1 case at the start which caused us to have to place 2 more re-orders and delayed getting them out to these eager families.
- Suggestion is to increase the initial # of cases to 230 - 244 as they can be returned for credit.
- Cases should be distributed to oldest or only instead of youngest or only.
- **IF WE PROCEED FOR NEXT YEAR:**
- #1. World chocolate is discontinuing the Laura Secord Nut Free boxes. If we want the \$3 x 30 bar = \$90 cases again they can offer it to us for the Fall of 2023 but we would have to prebook before end of this school year.
- #2. Switch to the \$5 Laura Secord 100g bars - found in their retail stores and sell them in the fall or spring. The cases would be \$150 (\$5 x 30 bars = \$150)
- #3. Switch to World's Finest Chocolate Nut Free case with new assortment of chocolate items for the Fall or Spring - I would not recommend this option.
- Laura Secord \$3 will not be available in the spring - it will be sold out and discontinued.
- to clarify: students were paying for cases through School Cash Online. That money went to the school account, then it was transferred to council, but 2% given to School Cash Online
- Natasha indicated that it might be prudent to hold off on the chocolate fundraiser in the fall for a variety of reasons, including only being 6 months after the spring; it will also conflict with St. Timothy's chocolate fundraiser
- some families are not comfortable with online banking, so their families sent cash in. Natasha opened cash envelopes with at least another person present, took pictures of the money, deposited in the bank, then she paid for the boxes through School Cash Online
- For next year, we should note that it took a long time to count how many remaining bars students brought back, and to cross reference with School Cash Online. We should have a few hands on deck every day that make this process move smoothly.
- **NATASHA'S FEEDBACK ON THE FUNDRAISER:**
- The timing was perfect. It did not conflict with neighbouring schools. It was after Valentine's Day and before Easter which helped in many families purchasing chocolate as Easter gifts or rewards for sweets after Lent. Also after families just purchasing so many chocolates, will be challenging trying to run the campaign again sooner in the new school year (the fall is only 6 months away).

<ul style="list-style-type: none"> <li>● Having only one person keep track of the boxes going out and monies paid is needed for lack of confusion and to ensure accuracy and privacy</li> <li>● Support physically in the school almost daily early in the morning after announcements is definitely needed in order to either hand out additional boxes or collect returned boxes</li> <li>● The collection of CASH from some students was necessary for a variety of reasons, but was managed well with appropriate Audit trail</li> <li>● Early bird prizes weekly helped to create excitement and boost sales</li> <li>● The gift cards and potential to win a pizza day for the entire school was a hit</li> <li>● Sending emails to all families and the delivery of letters by hand to families was a big contributor to ensuring the collection of monies or the return of chocolates</li> <li>● The support of Ms. Mundy when need be to place phone calls was also very beneficial</li> <li>● The Pizza party running the same week as the schools "SPIRIT WEEK" on hosted on Friday the last day of the school week which is also a day that didn't conflict with any other school hot lunch day worked well . Students all received 1 slice of pizza and a bracelet labeled "courage" or "leadership" or "confidence".....</li> <li>● Next year, we would order more boxes up front</li> </ul>	
<p><b>OAPCE Update - T. Parkes</b></p> <ul style="list-style-type: none"> <li>- Not present at this meeting</li> </ul>	
<p><b>Treasurer Report - J. Kuypers</b></p> <ul style="list-style-type: none"> <li>- as of the beginning of February, our balance was \$5911.85</li> <li>- no deposits were made, but we did withdraw for: supplies for pancake breakfast, deposit for end of year BBQ, bank fees</li> <li>- we had a bank balance of \$5044 for beginning of March</li> <li>- chocolate fundraiser deposit of \$20,176.40</li> <li>- we need to pay \$12,222.34</li> <li>- at last meeting, we agreed to donate \$500 to the parish, \$2745 for the BBQ and deposit of \$450 was made, sacrament gifts \$750, Grad hoodies \$1400</li> <li>- pancake breakfast cost us approximately \$1000 (6 griddle pans, and all utensils were purchased for this amount; for future, we would probably require to spend approximately \$300 for consumables)</li> <li>- balance (less committed funds): just less than \$7000 approximately</li> </ul>	
<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>- Allocation of Funds</li> <li>- Now that we have raised the money, we need to decide how to spend it, and also to have a buffer for next year</li> <li>- DJ for Halloween dance (\$500), no other suggestions have been made for a different DJ</li> <li>- Natasha made a motion to pay the deposit (\$250, and keep buffer of \$250 for the remainder) and use the same DJ we used this year</li> <li>- seconded: Vicky</li> <li>- approved</li> <li>- teacher question: could students DJ the Halloween dance like they did for the Kindness Day Dance? -response: we did already approve the cost of the DJ at a previous meeting, so we will continue with the professional DJ</li>   <li>- Motion to leave a buffer of \$600 for Christmas activity (ie. cookies with Santa, and Lenten Pancakes)</li> <li>- seconded: Vicky</li> <li>- approved</li>   <li>- school asked for assistance with IXL License (total approx \$2500)</li> <li>- motion to give the school \$1000 towards this purchase</li> </ul>	

<ul style="list-style-type: none"> <li>- seconded Jacqui</li> <li>- approved</li>   <li>- many families have joined our school from Ukraine; most students coming from Ukraine speak limited English</li> <li>- we would like these children to have an opportunity to check out a book when they go to the library</li> <li>- motion to spend \$200 for books</li> <li>- seconded by Lauren</li> <li>- approved</li>   <li>- equipment: there are teachers who provided us with lists of sports equipment, we would like to fulfill their wish lists as soon as possible. We would like to ensure that we purchase items that all students can access</li> <li>- some items include: flag football flags, elephant skin balls, footballs, volleyballs, measuring tape for track and field, aluminum relay batons, etc.</li> <li>- motion to provide \$600 for equipment</li> <li>- seconded by Jacqui</li> <li>- approved</li>   <li>- teachers have given Mrs. Mundy wish lists for items (ie. STEM, etc)</li> <li>- there are 12 classes, 15 if you include French, ESL, and SERC</li> <li>- 1 option would be to provide each classroom with a certain amount, and teachers can decide how to spend the money; concern about dividing the money by child instead, Mrs. Mundy said that a flat rate would be best (items could vary based on age as well, this is more equitable)</li> <li>- \$125 for each class would result in \$1875 for the 15 classes</li> <li>- motion to give \$125 to 15 classes to purchase items for their individual needs</li> <li>- seconded by Jacqui</li> <li>- approved</li>   <li>- looking back on the fundraiser and all of the money earned, it is important for the community to understand where the money is going</li>   <li>- After all of the above, we have approximately \$2600 to allocate.</li> <li>- Mrs. Mundy: wants to take the library space and create a makerspace (ie. greenscreens, etc)</li> <li>- 15 new chromebooks were purchased at a cost of \$7000</li> <li>- we have enough ipads, but not enough chargers and each one costs \$64</li>   <li>- but, at this point, discussions regarding the amount in our account, we have to ensure that \$500 remains for parent engagement, since it was a grant</li> <li>- motion for \$1500 to go to technology, with the understanding that any money that was not spent on the equipment (\$600), or any money left over from \$125 per teacher, it will be re-allocated to technology</li> <li>- seconded Jacqui</li> <li>- approved</li>   <li>- With all of the above, total is \$6275 of funds allocated</li>   <li>- Note: we did not vote on it now, but there is an understanding that we may use some of our leftover funds for year end activities</li> </ul>	<p><b>-Anastasia will speak with Mrs. Somers to discuss possibilities of books to purchase</b></p> <p><b>-Mrs. Mundy will provide council with the final total of order at the next meeting</b></p>
<p><b>Meeting adjourned at 9:05p.m.</b>  Minutes taken by Lauren Muszynski.  To be emailed to council members and approved at the May meeting.</p>	
	<p><b>2022/2023 Upcoming Meeting Dates</b>  — Wed. November 2, 2022</p>

	<ul style="list-style-type: none"><li><del>■ Wed. December 7, 2022</del></li><li><del>■ Wed. January 11, 2023</del></li><li><del>■ Wed. February 1</del></li><li><del>■ Wed. March 1, 2023</del></li><li>cancelled</li><li><del>■ Wed. April 12, 2023</del></li><li>- Wed. May 3, 2023</li><li>- Wed. June 7, 2023</li></ul>
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