



2022/2023 St. Helen Catholic School Council

Chair – Ms. S. Tomaino &
Co-Chair – Ms. M. Scott
Treasurer – Ms. G. Tota
Secretary – Ms. T Landriault
OAPCE Rep – Mr. K. Shipley
Parish Rep – Ms. Field
Principal – Mr. Furtado
Teacher Rep – Mrs. Pandullo
Non Teacher Rep – Mrs. Webster
Member at Large – Mr. C. Adamiec

Meeting Date: February 2, 2023

Attendees: Ms. M. Scott, Ms. S. Tomaino, Ms. G. Tota, Ms. T Landriault, Mr. K. Shipley, Mr. C. Adamiec, Mr. Furtado, Ms. Webster, Mrs. Pandullo, Ms. J. Da Silva, Trustee – Mr. Vilorio, Mr. Orujuba, Mrs. Knowles

Regrets: Ms. Field, Ms. Keating

Agenda:

1. Land Acknowledgement/Opening Prayer
2. Approval of the Minutes from Last Meeting
3. Approval of Tonight's Agenda
4. Treasurer's Report
5. Parish Report
6. Chair's Report
7. Principal's Report
8. New Business
9. Question Period
10. Meeting Adjourned / Closing Prayer

Land Acknowledgement & Opening Prayer:

- Ms. Scott completed

Approval of the Minutes from Last Meeting:

- Ms. Tomaino approved

Approval of Tonight's Agenda:

- Ms. Tota approved

Treasurer's Report:

- \$4,600 in budget
 - Usually try to keep \$2,000 reserve for next year budget
 - Assuming no further fundraising, have \$2,600 to spend this year
- Council does not have any new business to propose for spending this year

Parish Report:

- First Communion and Confirmation candidates can now choose which sacrament mass to attend
- Share Life raised \$130,775
- Youth ministry:
 - JR Edge (Grade 3 – 5) Thurs. Feb 9th at 6pm in the Hall
 - EDGE (Grade 6 – 8) Thurs. Feb 2 at 6pm in the Hall
- Children's liturgy every Sunday at 10am
- Knights of Columbus:
 - Blue Piggy Banks can be returned at any weekend mass.
 - They are hosting a Mardi Gras party on Feb 18 – tickets are on sale after all weekend masses.
- Dynamic Women of Faith Catholic Women's Conference – Saturday March 25 – 9am – 4pm at The Old Mill Inn, Toronto
- Tax receipts for donations in excess of \$50 will be mailed the last week of February.

Chair's Report:

- Pizza night
 - Raised \$180 (\$5 per pizza)
 - Prior year pizza night with Jopapa's raised \$480
 - Consider doing again in future, but communication needs to be sent to families earlier
 - School confirmed that the cheque was received from Domino's.
- Flip Give fundraiser
 - Fundraiser has ended earning \$628.46 (cumulative from last year)
 - Council agreed to extend until June and then start a new fundraiser again in September
 - There is no cost to the school
- Greenery and poinsettia fundraiser
 - Prior year funds raised comparison: 2018 - \$790; 2019 - \$656.58; 2020/2021 – N/A; 2022 - \$167.88
 - Noted 2022 may have been impacted by the flyer sent to families not including prices, and restrictions from School Cash Online
- Element Well Being Grant (K-8)
 - Council identified \$500 grant available for student initiatives related to mental health
- Grade 8/kindergarten graduation
 - \$600 for Grade 8 (tea, coffee, cake, water) and \$200 for kindergarten (cake, juice, water) set aside in Council budget
- Central Committee for Catholic School Councils (CCC SC) parent engagement sessions
 - CCC SC has requested input on preferred discussion topics for upcoming parent engagement sessions for Mississauga South – list of options provided
 - Council Co-Chairs will send out email to Council requesting members to vote on preferred options – response due February 6
 - Council Co-Chairs will send response to CCC SC
 - Parent engagement session will be open for all parents to call in for the event

- Other
 - Pro Grant, Gr.8/kindergarten grad, 50th anniversary, and Scientists in School to be discussed in Principal's report

Principal's Report:

- Enhanced communications
 - School communicates using monthly newsletters, community updates on upcoming events, school website, board communications (email & twitter)
 - Goal is to be an ECO school and reduce carbon footprint by using electronic communications
 - Board focus is on moving to electronic communications and School Cash Online, so School wants to align with this direction
 - School Cash Online reduces administrative burden for the school
 - Council identified a concern that School Cash Online has a 2% charge, so must keep this in mind for budgeting purposes and related to types of fundraising the school is engaging. The profit is reduced by the 2% charge along with banking charges
 - Council proposed providing parents with a tracking sheet template for parents to print to assist with tracking of funds raised as part of fundraising events
 - Council raised concerns that some families may not have electronic access based on self-reporting in EQAO that 30% of students do not have access to internet and 40% have no access to a computer
 - Council also raised concerns that current forms of electronic communications do not seem to be effectively reaching all families based on lower fundraising amounts raised and reduced awareness of school events
 - Council indicated that paper copies may be needed as part of communications
 - School indicated that a paper form of the newsletter was sent home in December and requested families to let the school know if they did not receive the communication in electronic copy, but no families contacted the school
 - School indicated that assistance and a paper copy can be provided to families if requested
 - School agreed to send home another paper newsletter and include clearer messaging that future communications will only be provided in electronic form and that families need to inform the office if they continue to require a paper copy
- Chocolate Fundraiser
 - Dates were discussed (but not confirmed)
 - Council discussed that the cost of the box is \$90 and the school makes \$36 profit (prior to the 2% School Cash Online fee)
 - Council discussed the impact on students who cannot afford to participate in the fundraiser and if they can be included in draws for prizes. It was agreed that there is too much burden to enable students to only sell partial boxes. Council discussed how Council members historically obtained prizes that were donated by vendors. No decisions were made if prizes would be provided to students.
 - Council discussed who would run the event

- Concerns were raised by Co-Chairs about challenges they experienced working with the School when organizing prior fundraising events
 - School agreed that Youth Faith Ambassadors could distribute boxes to classes
 - Someone from Council would need to match orders with School Cash Online and return extras to the chocolate company
 - Council discussed that boxes are ordered in bulk to have a supply in advance, and payment is not needed upfront. Council discussed that if further boxes of chocolates are needed during the fundraiser, they can be obtained within a few days. Council to determine if further dates need to be identified for when subsequent orders are made.
 - Mr. Shipley agreed to run the fundraiser
 - Chocolates can be stored in the health room
- Christmas breakfast
 - School confirmed that funds were collected from a parent for 2 breakfasts where payment was outstanding
- X-Movement
 - \$4,500 outdoor grant will cover X-Movement and parent engagement. No cost for students.
 - \$500 pro-grant already deposited.
- Outdoor equipment
 - The buddy bench cannot be reinstalled because the Board does not support the installation or purchase of non-Board tendered furniture/equipment.
 - The work order to install the bench has been closed by the Board because the equipment was deemed not safe.
 - The School is waiting for a decision on removal of the bench from the Board. Council is looking into finding a new home for the bench and requested that the bench not be thrown out until Council confirms next steps.
 - School can look into Board approved benches, such as picnic tables that can be installed for the older kids.
 - Triple hoop for grade 1-3 area has been approved and budgeted for. The work order has been submitted.
- Grade 8 graduation/FDK celebration of learning
 - Council voted on allocating \$800 to these events
- 50th anniversary
 - Staff is meeting to discuss and plan for the event
 - Daytime events for students and evening events for the community are being planned
 - School asked if Council can purchase the cake. Council indicated the cost needs to be priced out before Council can vote. Council needs an estimate of the number of attendees from the school.
- Scientists in the School
 - School plans to continue with these activities, pending availability of presenters.
 - Have received a grant to be used towards the cost. May collect from students if the grant is not enough to cover the full cost.
- ECO team

- Planting will take place in the spring in the back of the school
 - School confirmed that they would inform the new teacher who is running the ECO team about the available grant
- Pancake Tuesday on Feb 21
 - Council to confirm plan for making pancakes. Will circulate further planning communication to Council members.
- Grant for robotics and coding
 - Received \$2K grant for robotics and coding (K-8)
 - Mr. Couto and Mrs. Northover have training in robotics
 - Any leftover funding may be put towards Scientists in the School
- Mr. D requested \$200 for games
 - Council inquired if the funds were still needed.
 - School confirmed that Mr. D was provided the go ahead to purchase the games already.
- Catholic education week – Apr 30-May 6
 - Themes are being determined
 - Teachers have been asked to propose activities for their class/grade
- Sports, arts, academic achievement
 - Intermediate basketball being run by Mr. Couto
 - Choir started. Taking place Mondays at lunch for grades 3-8
 - Mississauga South Speech Competition (grades 4-8)
 - Students to make speeches in class on Feb. 15. Class representatives will be selected to present at school level competition on Feb. 23. School representatives will be submitted to participate in Speech Competition on March 1.
 - Mississauga South Film Festival
 - All students will watch student films, and winners will receive awards
 - Winner will attend Mississauga Family of Schools competition on March 3.
 - Mississauga South Chess Competition
 - School teams will participate on March 23
 - Mr. D running the cooking club, assisting with the snack shop, and before/after school sports. School indicated these events will continue when Mr. D returns.
 - Library reading initiatives taking place
 - Council inquired if parents can volunteer to help with extra curricular activities. School indicated that a teacher needs to be assigned, but parents can volunteer to assist. School will inquire with teachers if they need volunteers.
- Snack shop
 - The school cannot support the shop being open 5 days per week, so plan to open the shop 1x/week and on special occasions
 - Right now the shop is impacting lunch or instructional time.
 - Will run again when Mr. D returns.
 - Having more regular sales does not align with ministry policies to have <20% sales of sodium/sugar products (policy PPM 150 re healthy eating)

- Council inquired if a parent can run the snack shop. The School indicated that they are looking into the option for students to pre-order using School Cash Online where students receive a bag with their items.
- Liturgical events & initiatives
 - Parents can come to liturgies and virtues assemblies
- Black history month
 - K- grade 8 will attend a presentation – Feb 8 for K- grade 3 and Feb 23 for grades 4-8
 - There will be weekly announcements to celebrate modern or historical figures
- Purchases
 - New water filling station closer to classrooms
 - New blinds for gym
 - 2 smart boards (FSL rooms and FDK room)
 - Basketball hoop for primary area of yard
 - Recess and outdoor equipment
 - Each class will receive a bag of equipment that can be used on the pavement and/or field. There is an inventory tracking sheet for teachers to track and equipment has a class number.
 - There will be an assembly to discuss safety and use of equipment
- Literacy & numeracy initiatives
 - Ministry funding was received for tutoring. Teachers work in small groups on math.
- Field trips
 - Expectation that all classes have field trips to supplement curriculum
 - Teachers have been asked to look at what they have or plan to participate in
 - All teachers are actively looking into trips, but the challenge can be that some places have a wait list

New Business:

- None

Question Period:

- Council inquired about 2% transaction fee for School Cash Online. School confirmed that it is applied to each transaction. Council asked who they could speak to about this rate. The School confirmed that it is the Board finance department.
- Council voiced concerns about the impact on the children to being segregated to restricted areas in the yard. The School clarified that there are areas for primary, junior and intermediate students, which is consistent with what other schools in the board have. Grades 1-3 have the field during AM/PM recess and grades 4-8 have the field during lunch. The designated areas have reduced the number of head injuries at the school.
- Council inquired if children can be required to use the field during their designated time, and enabling the children remaining on the pavement to use an expanded area. The School indicated that this is not possible because not all children use the field during the time that the field is open to them, and prefer to stay on the pavement.
- Council inquired about use of the field. The School indicated that it is under Principal jurisdiction if students will get wet or it is not safe (ice, etc), so the Principal can choose to close the field

until it is deemed appropriate for student use. The School confirmed that there are morning walks to check the grounds, and staff report issues as they are identified during their supervision.

- Council asked if students can use front doors on inclement weather. School indicated that students need to use designated areas due to assigned teacher supervision, but the School will consider these concerns.
- Council asked why lunch was moved from the start to end of the lunch recess. School indicated the change results in less delays to starting after lunch instructional time.
- Council voiced concerns about communication from the School. Council indicated that more communication is needed about what activities are going on in the School (such as extra-curricular, liturgies, etc). School indicated that they will include some items from the Principal's report in the newsletter. The School is also looking into updating Twitter.

Meeting Adjournment/Closing Prayer:

- Ms. Scott completed