

St. Herbert School Advisory Council Minutes

November 9th, 2022 – 6:30 p.m.

Attendees:

C. Moss, R. Rodas, L. Swatogor, S. Archibald, M. Scaffidi, K. Wieczorek, F. Yacoub, C. Gorlitt, L. Florentino-De Angelis, L. del Rosario, A. Aguilar, H. Cascioli, A. Thalachira

1) **Opening Prayer:** M. Scaffidi

2) **Approval of Minutes:** M. Scaffidi and L. Swatogor

3) **Trustee Report:**

- Congratulations to new council members
- Board audit has recently occurred
- Government Catch-Up Funds available: \$200 per child, \$250 per child with special needs (Parents must apply by March 31, 2023)
- EQAO results have been released
- Parent question regarding Spec. Ed. Support: Board is short of resource support workers

4) **Principal Report:**

- New staff: Welcome to Fola Browne (Social Worker), Amanda O'Connor (CYW), Ms. Kirupa and Ms. Cutinha (new lunch monitors)
- Rosary Apostolates continue to visit St. Herbert the second Tuesday of each month
- School continues to have monthly Virtue assemblies
- Paper copy of Progress Reports will be sent home on November 15th and Parent-Teacher Interviews will take place on November 17th, as needed
- In-School Tutoring (K-2) and After-School Tutoring (Grades 3 – 8) has begun
- Grade 8 Teachers are planning a possible trip to Camp Brebeuf in June
- Parent volunteers for trips must have a Criminal Reference Check
- Financial Internal audit is currently happening, which is a standard practice within the board
- Christmas concert for Primary students will be presented the second or third week of December
- Review of procedures when handling of cash and submitting funds:
 - Original receipt of purchases must be signed when submitted
 - receipts under \$200 should be paid by cash or interac to be refunded
 - if items are paid by credit card, you will need to submit the credit card statement (black out all other transactions)
 - handling of cash must be done in the presence of another person
 - documentation (i.e., flyers, emails, letters to parents, etc.) must be submitted with receipts

5) **Chair Report:**

- Pizza sales are going well and are sold by monthly blocks
- School is getting more volunteers for Pizza Days, who come as they are available
- There are still 40 chocolate fundraiser boxes that are unaccounted for
- Draw for the fundraiser will take place when more boxes are received
- As internal audit is occurring, council members are tweaking processes regarding collections and submissions

6) **Parish Report:**

- Will discuss options for Communion and Confirmation gifts for students at the next Council meeting
- Will investigate pricing for Communion and Confirmation luncheons and will discuss it at next Council meeting

7) **OAPCE Report:**

- Attended OAPCE council meeting on October 26th
- Reminder that guardians should be registered as English Separate School supporters on municipal property tax designation
- Canadian Conference of Catholic Bishops pastoral letter and video to young people is recommended to be shared with our youth
- Institute of Catholic Education (ICE) speakers discussed effects of social media, increase in mental health issues and anxiety among our youth has increased

8) **Treasurer Report:**

- Balance is currently \$18,058 plus \$2100 from FlipGive account
- Approximately \$10,000 for chocolates, (-\$3600 for 40 unaccounted boxes)
- Will still need to deduct cost of chocolates, pizza and prizes

9) **Teacher Report:**

- Cross Country Season is now done. Many students from St. Herbert went to the Board run. The team was run by Mrs. Swanek and Mrs. Johnson.
- The Intermediate Co-Ed Flag football team, coached by Mr. Munisteri, competed in a tournament at St. Joseph Secondary.
- Junior Boys' and Girls' Volleyball teams have wrapped up their season. The games are now played in a one-day tournament playing with teams in a pod, which is about 5-6 schools. The Junior Boys' team placed second in our pod and advanced to the Family Tournament. Thank you to Mrs. Perklin and Mrs. Ariganello for coaching.
- Intermediate Girls' and Boys' Volleyball teams are underway. Coaches are Ms. Mlynarczyk, Ms. Dimitropolous, Mr. Munisteri and Mr. Poropat.
- Chess Club has begun for students in Grades 6 to 8. This is usually run during the lunch hour run by Mr. Poropat. (Parent question regarding other grades permitted in the Chess Club. Mr. Poropat confirmed that the club is for Grades 6 to 8 at this time as there are a limited amount of chess boards and the club also has close to 30 students.)
- The Youth Faith Ambassadors, run by Mrs. Gibson, continue to be involved in many school events. Their next major project will be the Angel Tree during the Advent season.
- The choir has been busy preparing for our Remembrance Day celebration. Thank you to Ms. Davi and Ms. Gibson for leading our students in prayer and song.
- If parents happen to be at any school events, it would be appreciated if pictures could be shared with Ms. Thalachira, who would like to include them in the Yearbook.

10) **Other Topics:**

Pizza:

- Pizza is delivered too early and gets cold. Can Pizza Nova deliver the pizza in bags to keep them warm?
- Council to explore purchasing bags for each class (Pizza Nova will charge \$40 per bag.) Lisa S. to look into pizza bag options and pricing.

Christmas Movie:

- Cost is approximately \$1800, still looking into other options
- Opting to purchase \$14 bags of popcorn from Kernels, rather than getting a popcorn machine
- Melissa provided board-approved movie list

Budget Allocations:

- No allocation list at this time, will review this at the next meeting

Pancake Tuesday:

- Bobby's Hideaway makes pre-mixed pancake batter for Pancake Tuesday (Melissa to look into cost for 285 students)
- Syrup, plates, cutlery usually purchased from No Frills
- Arlene would like pancakes served in the gym by division and Youth Faith Ambassadors will assist

11) **Closing Prayer:** M. Scaffidi

Next meeting: Wednesday, February 1st, 2023 at 6:30 p.m.

Meeting adjourned at 8:26 p.m.