



**ST. TERESA OF CALCUTTA CATHOLIC SCHOOL COUNCIL
APPROVED MINUTES
September 27, 2023**

Full Name	Email Address	Sept 27	OCT 25	NOV 22	JAN 10	FEB 21	MAR 27	APR 17	MAY 29
Mrs. Maddison (Principal)	@dpcdsb.org	X							
Stephanie Iassogna (Teacher Representative)	Stephanie.iassogna@dpcdsb.org	X							
Claudia Filipe (Co-Chair)	wonderwoman1@bell.net	X							
Julia Van de Kraats (Co-Chair)	jewelsvdk@gmail.com	X							
Andrea Gavrilovic (Treasurer)	andrea@therockschool.ca	X							
Nelly Xavier (Secretary)	nellyxavier@hotmail.com	X							
Monika Serpa (Parish Rep)	Monikaserpa3@yahoo.com	X							
Janet Kus (OAPSI Representative)	jkus@bell.net	X							
Vasilios Trifonopoulos	vtoulos@gmail.com	X							
Chris Garofalo	chris@surewayars.com	X							
Megan Grdadolnik	megangrdadolnik@gmail.com	X							
Melissa Agius	msmelissaagius@gmail.com	X							
Attendees:									
Mario Pascucci	Mario.pascucci@dpcdsb.org	X							
Margaret Gombita	pgosiaczek@gmail.com	X							
Leo Villacis	bbd@bell.net	X							



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So Jin Jung	n/a	X							
Lubna Nemeh	n/a								

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<p>1st order of business</p>	<p>Opening Prayer/Land Acknowledgement</p> <p>Principal Introduction</p> <p>Agenda Approval: 1st: Claudia 2nd: Andrea</p> <p>Meeting Minutes Approval for June 2023 1st Julia; 2nd Nelly</p> <ul style="list-style-type: none"> - Concerned raised that June’s minutes were not reflective of discussion had at the beginning of the meeting where a group of parents attended the meeting and had a discussion with former principal. Question arose on whether or not items/discussions had not part of Council agenda should be added to minutes. Council voiced opinion that they should. Principal asked to table discussion for an offline discussion. 	<p>* Discussion needs to be had with Chairs and Principal on whether or not June’s minutes will be updated to reflect conversation</p>
<p>Trustee Report</p>	<p>Mario Pascucci</p> <ul style="list-style-type: none"> ➤ Introduction and explanation of his role ➤ Expression of gratitude and appreciation to parents for choosing Dufferin Peel Catholic School Board ➤ Current challenge with Board that due to cost of living and increase in home prices over 8000 students have left the board as a result it jeopardizes the system and allocation of funds ➤ His goals for this upcoming year are: <ul style="list-style-type: none"> ○ Schools stay as close to capacity as possible ○ Provide information to community that relates specifically to school ○ Work closely with parents to address concerns ○ His role is to help and support parents with our interests 	



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	<ul style="list-style-type: none"> ➤ Parents are encouraged to reach out to Mario when needed and confidentiality is guaranteed <ul style="list-style-type: none"> ○ Noted that if necessary issues can and will be escalated <p>Questions:</p> <p>Q. (Andrea) Parent Council handbook quite outdated and not actually reflective of what the Council does, who do we speak to? A. He is the person to speak to he will look into this concern and follow up with principal</p> <p>Q. (Claudia) STOC Community has grown so have the students bodies, the schools lacks the appropriate resources i.e. chairs and desks to accommodate this growth. A. Both him and Principal are working together a call out was sent to other schools looking for exchanges of supplies</p> <p>Comment – STOC’s numbers have grown significantly over the last couple of years the School Board needs to provide these resources to support the growth of the student body and provide the necessities that the school requires.</p>	<p>*Mario to provide update to principal regarding updating parent council handbook</p> <p>*Principal will follow up and will speak to Matthew Thomas who is the facility manager responsible</p>
<p>Principal's report</p>	<p>1) Presentation outlining roles and responsibilities of Council</p> <ul style="list-style-type: none"> ➤ Need to make clear so communication piece is open to everyone ➤ Catholic vision and values is what we work at ➤ Overview of handbook and purpose of the Council ➤ Review of election/nomination process of new council member for this year ➤ Breakdown of composition of Council and the various roles and responsibilities 	



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	<ul style="list-style-type: none"> ○ (Nelly) question raised regarding process of minutes and approval who has final say around edits ○ A. Principal - we are a community and that both council and the Principal will work together ➤ Discussion around late submissions of council nomination forms and acceptance of late submissions. For the collective good of the Council unanimous decision made to accept late nomination submissions <p>2) Election Process Overview and voting in this year's Catholic (Parent) Council. Vote took place and the following individuals were voted into Council and have voting power:</p> <ul style="list-style-type: none"> ➤ Co-Chairs: Claudia Filipe and Julia Van de Kraats ➤ Treasurer: Andrea Gavrilovic ➤ Secretary: Nelly Xavier ➤ Parish Representative: Monika Serpa ➤ OAPSI Representative: Janet Kus ➤ Non Role Voting Members: <ul style="list-style-type: none"> ○ Melissa Agius ○ Vasilios Trifonopoulos ○ Chris Garofalo ○ Megan Grdadolnik ➤ Total of ten (10) council members <p>3) Enrollment and Classroom changes</p> <ul style="list-style-type: none"> ➤ This year enrollment is at 263 STOC is growing and a result a reorg of classrooms was necessary ➤ All reorg is complete – and the past couple of weeks the focus has been on adjusting to changes and settling in. There was discussion re: Grade 4/5 class not having teacher placement since Ms. Armstrong's departure at end of Week. New placement as of today, Mr. Z. Pyczek. 	



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	<p>4) Faith Formation</p> <ul style="list-style-type: none"> ➤ October 5th first school mass with the grade seven (7) class taking the lead on organizing the mass <p>5) Virtual Piece</p> <ul style="list-style-type: none"> ➤ September's virtue assembly will be virtual for the first time since Covid. Virtue being celebrated is Faith. <ul style="list-style-type: none"> ○ Question raised (Nelly) why virtual – the virtual assemblies in the gym create a sense of community and belonging and allow the parents to attend to recognize accomplishments. After Covid and being online for so long need to preserve a sense of community. Other members of Council agreed with this sentiment, and voiced that they would also like to see that the virtual assemblies remain live/in person. ○ Principal acknowledged sentiment and moving forward the virtue assemblies will continue to be held in the gym ○ October's virtue will be empathy ○ Question asked (Julia): Smartboard in 4/5 class not working, how will students participate in virtual assemblies? A (Principal): Ticket was submitted and repairs to be done Thursday (tomorrow) *needs follow-up by Chair(s)(note: repairs not made, kids watched on laptop screen) ➤ Virtual Announcements <ul style="list-style-type: none"> ○ Moving forward announcement will be conducted virtually versus over the PA system, sentiment is that they are more meaningful virtually. 	



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	<p>6) Platinum level Eco System</p> <ul style="list-style-type: none"> ➤ This initiative is a passion of the Principal whose goal is to get it up and running at STOC <p>7) Equity and Inclusion</p> <ul style="list-style-type: none"> ➤ Equity is an important part of what we do at STOC ➤ Social Justice guides us through our Catholic Faith ➤ Equity and Inclusion are very important and will be taken seriously at STOC <p>8) Curriculum</p> <ul style="list-style-type: none"> ➤ Every PA day messaging will go out to parents regarding what the teachers will be focusing on during their day 	
<p>Parent Council Update:</p> <p>Julia Van deKraats and Claudia Filipe</p>	<p>1) Open House/BBQ update</p> <ul style="list-style-type: none"> ➤ Purpose was a meet and greet no funds were raised ➤ Out of pocket as meals for STOC staff are all comped ➤ Looking at options for next year and a decision will need to be made on whether or not this is an event that STOC council continues to host <p>2) Last year's Fundraising</p> <ul style="list-style-type: none"> ➤ Last Spring's fundraising event was to raise funds (\$6200) for a new score board for the gym ➤ Chocolate fundraiser only \$3700 were raised ➤ Question now becomes will this Christmas's fundraiser be to bridge the gap ➤ Principal advised that teachers have informed her that the price of the scoreboard has increased and now it will cost a total of \$9000 this price includes installation and protective glass. 	<p>*Decision to be made on whether or not open house/bbq is done next year</p> <p>*Principal to follow up with board to see if funds from Spring 2023 fundraiser have to be used for a new score board or can they be allocated to something different as the sufficient amount of funds were not raised.</p>



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	<ul style="list-style-type: none"> ➤ Ms. Beach and Mr. Felice raised concern over increase in cost and whether or not a score board was necessary anymore as sports are moving to pod play (all day tournaments) <ul style="list-style-type: none"> ○ Suggestion to purchase a new screen for gym as well as a new proxma ➤ Question raised if funds had to be utilized for score board as that is what was submitted to the board with fundraiser submission. Principal to follow up. ➤ Moving forward need to make a decision before next meeting on what the Fall fundraising initiative will be. ➤ Chris made the suggestion of gingerbread houses – he is going to look into it and provide information to Co-Chairs before next meeting. ➤ Everyone at meeting asked to look into fundraising ideas and send them to Co-Chairs. <p>*Many new Council members had questions surrounding the fundraising process due to large volume of questions and participants below is a recap of all info provided/covered:</p> <ul style="list-style-type: none"> ● School is permitted two major fundraising events per year. ● Once an event is determined the board needs to be advised in writing what the intent for the fundraiser is i.e. new score board, etc. ● All items must be purchased through cash on line no money accepted. ● All council funds are governed by the council all school funds governed by the principal. ● Day to day fundraising (passive fundraising) is problematic due to having to collect funds via cash on line versus collecting cash on day i.e. sell cookies at lunch collect \$2.00/cookie. ● Parents would like to see more passive fundraising and questioned if money collected can then be paid on to cash on line, principal to follow up. 	<p>*Council member Chris to look into Gingerbread fundraising and provide info. to co-chairs.</p> <p>*Principal requires more clarity on passive fundraising and fundraising in general will look into it and follow up and next meeting.</p> <p>*Principal to look into parameters around accepting</p>



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	<ul style="list-style-type: none"> Question regarding whether or not school is allowed to accept a monetary donation from corporation was asked – principal to look into and advise next time. 	<p>donations and follow up and next meeting.</p>
<p>Treasurer’s report</p>	<p>Treasurer (Andrea) shared report provided to her from Mrs. Gordon</p> <p>Year End Balance: \$11,252.11 Allocated to Score Board: \$3697.00</p> <ul style="list-style-type: none"> ➤ Previous years Mrs. Gordon kept all financial records and spreadsheets ➤ Previous process differs from that listed in Council handbook ➤ Moving forward new process to be implemented: – Council will be responsible for tracking all parent council funds including: allocations; expenditures; and monies raised. 	<p>.</p> <p>*Principal to review previous process and look into ensuring that all council funds are tracked and that Mrs. Gordon shares any expenses with Council.</p>
<p>Teacher’s report: Mrs. lassogna</p>	<p>Mrs. lassogna met with the teachers to hear all of their requests from Council for funds.</p> <p>(*Note at meeting all requests were made and once heard, Council responded, for the purpose of the minutes the Council responses are included with each request.)</p> <p>Requests made:</p> <p>1. Mrs. Medeiros would like all new JK students to receive a STOC T-Shirt as well as any new students who joined the school.</p> <ul style="list-style-type: none"> ➤ Request is for fifty (50) T-shirts ➤ Concern raised by Council is that when T-shirts were initially purchased last year it was agreed by Council and administration that it was a one-time purchase and moving forward students would need to purchase their own t-shirts. If Council approves this request then is the 	<p>*Request for JK T-Shirts tabled for next Council meeting.</p>



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	<p>expectation then that Council purchase t-shirts annually for JK students?</p> <ul style="list-style-type: none"> ➤ Agreement that any new students will need to purchase their own T-Shirts ➤ Request for JK T-Shirts to be tabled for next meeting as Council is not sure whether or not they want to commit to setting this precedence <p>2. Youth Faith Ambassador T- Shirts</p> <ul style="list-style-type: none"> ➤ Request is for fifty (50) T-shirts ➤ Council raises question of why new t-shirts are being purchase for grade eight students when they were previously provided one? ➤ Request should only be for new YFA members (grade seven's) ➤ Council needs final count on how many t-shirts needed before approving – request tabled <p>3. Classroom Allowance</p> <ul style="list-style-type: none"> ➤ Previous year request was for \$150/per class and \$75/Part Time Teachers ➤ Concern raised by teachers over this amount as some classes have a greater number of students and that \$150 is not enough ➤ Request for this year is for \$10/ per students for a total of \$2630.00 ➤ Classroom allowance covers expenditures such as: arts and craft supplies; indoor recess supplies; items to be used by students in class ➤ Concern raised by Council regarding classroom allocation. Allocation given at beginning of year but when reviewing financial reports provided by Mrs. Gordon Council noticed that Teachers were only submitting receipts for supplies at the end of the year. Mrs. Iassogna advised that Teachers save funds for special occasions i.e. father's day; mother's day, etc. 	<p>*Request for YFA T-shirts tabled to next meeting</p>



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	<ul style="list-style-type: none"> ○ Moving forward Council is requesting for a better line of sight on when and how funds are being spent. ○ Council is responsible to answering questions to the STOC parent community and in order to do so there needs to be line of sight on when and on what, funds are being spent. ○ Agreed upon process is approval of funds for full amount which must be used by April 30. Receipts must be submitted within 30 days of purchase. Document which is apparently maintained by office listing items purchased to be shared with Council when financial summary is provided to treasurer. Principal to follow-up on this and ensure it happens. In January, Council will provide update on status of balance. <p>➤ Council approves this request based on above stipulations</p> <p>4. Field Trip</p> <ul style="list-style-type: none"> ➤ Request for a total of \$15/per student (263 students) for a total of \$3945.00 ➤ Allocation breakdown: \$5/per student for Holiday Movie; \$10/per student for end of the year field trip ➤ Council approves this request <p>5. Halloween</p> <ul style="list-style-type: none"> ➤ Request for a DJ – approximate costs \$300-\$500 ➤ Council does not approve this request ➤ Request for gift cards to distribute for costume prizes for a total of \$50.00 ➤ Council approves this request <p>6. Tables</p>	<p>*Principal to follow up on this new process with Mrs. Gordon and ensure that all items purchased are shared with Council each month.</p>



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	<ul style="list-style-type: none"> ➤ Large square tables are very old would like to request new ones as these are the tables used for various community events i.e. poetry café; open house bbq; Christmas concert; etc. ➤ Request is for eight (8) new tables at \$122.89 each for a total of \$983.12. ➤ Council raised question of why this request is being made versus using School Funds this is a facility maintenance request and it should be made to the board. ➤ Council does NOT approve this request <p>7. Little Readers</p> <ul style="list-style-type: none"> ➤ Currently the school is using Sparks as it is reading program provided by the Board for Free ➤ Consensus amongst teachers is that this program is not working and would like Council funds to purchase RAZ ➤ Raz is an American reading program that teachers feel the students will benefit from ➤ Program is geared for grade 1-3 ➤ Cost is approximately \$800.00 ➤ Council does not feel that the funding of this program should be from Council funds but rather from school funds. ➤ Council does NOT approve this request <p><u>Total Funds Approved:</u></p> <p>Classroom Allowance - \$2630.00 Field Trips - \$3945.00 Halloween Gift Cards- \$50.00 TOTAL = \$6625.00</p>	
ROUND TABLE	<p>1.) Who determines school lockdowns? (Item raised before meeting started)</p> <ul style="list-style-type: none"> ➤ Parent (Bill) raised concern at beginning of meeting of who makes the determination of when and why a school enters on lockdown. 	



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	<ul style="list-style-type: none"> ➤ Today both Applewood high school and Tomken Middle School went on lockdown and STOC stayed open – why are those kids in a high risk situation but our kids are considered safe. ➤ Principal advised that the Board and Police provide the School direction in these types of scenarios. ➤ Parents at meeting expressed concern over this response. ➤ Mario (Trustee) advised Bill to send him an email and he will escalate his concerns. 	
	<p>2) Field and Off Leash Dogs</p> <ul style="list-style-type: none"> ➤ Parent (Janet) raised concerns that after school STOCs field has become an off leash park for dogs. ➤ Problem with this is that many people don't pick up after their dogs resulting in kids stepping in dog poop when playing outside for recess. ➤ Principal advises parents to call 311 but will also look into this issue. 	<p>*Principal to follow up</p>
	<p>3)Field – Hole in the Fence</p> <ul style="list-style-type: none"> ➤ Parent (Janet) concern over giant hole in fence in Primary play area, hole has been present since last year. This hole is a huge safety concern. ➤ Principal advised that she received confirmation that a work order has been placed and that it should be fixed she will follow up. 	<p>*Principal to follow up</p>
	<p>4) Timelines of BBQ</p> <ul style="list-style-type: none"> ➤ Parent (Janet) raised concern over timelines of BBQ/Open house as it can be late for the younger students. 	



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	<ul style="list-style-type: none"> ➤ Would like to see order of events reversed when meet and greet with teachers is first i.e. around 5 and then dinner. 5) Parent (Janet) asked whether or not there would be a Social Worker on staff this year. ➤ Principal advised that there is one and she is at school once a week. 	
Next meeting date:	October 25, 2023	