



Michael Power - St. Joseph High School

Catholic Secondary School

Catholic School Parent Council

CSPC Meeting Minutes
Wednesday, January 18th, 2023
7:05 pm @ School Library

1. Welcome - Anapaula Elliott (Chair)
Land Acknowledgement - Martin Clough (Principal)
Opening Prayer – Father Michael Machacek
Father Michael introduces himself and speaks about some of his past assignments as a pastor before arriving at Nativity of Our Lord Parish. Loves the school and is a former graduate of MPSJ. The school had a huge impact on him and so he is always happy to give back to the school. Father Michael led us in a blessing for the New Year.
2. Introduction - Anapaula Elliott (Chair)
We introduced ourselves as there were a few new faces at the table
Declaration of Quorum 11/13
We will not have reports from OAPCE, SAST or our SEAC representatives this evening as they have informed me that they do not have anything to report at this time.
Review and Approval of Agenda 1st: John 2nd: Annette
3. Approval of Last Meeting Minutes – Katie Piccininni (Secretary)
Review and Approval of Minutes 1st: Cori 2nd: Christina
4. Chair Report - Anapaula Elliott (Chair)

Pic Grant - \$3,176, PRO Grant an additional \$500 - This money is to be used in the year that is provided also we are being encouraged to use the accumulated funds this year.

Miguel Martinez is a life coach who provides interactive workshops for students and parents, he works in partnership with the Canadian Mental Health Association, and his workshops are based on an African proverb that states:

If someone hears, they will forget.
If someone writes, they will remember.
However, if someone does, they will understand.

We are going to try to select a topic which will be geared to each specific grade and then it will be wrapped up with an evening presentation for parents. More details to be provided soon.

We are also being asked by the board to do a reminder of Parent Engagement Matters focusing on the By-laws and purpose of the Parent Council

1. The primary function of CSPC is to Engage, Advocate and Enhance the education of our children. We advocate for and contribute to the parent voice when issues arise at the school, we work closely with the Principal, Vice-Principals, and the administrative staff to provide positive feedback and advice on important issues that may affect the education and the future of our children, and we do that by monitoring closely things that come up at the school and board level.
2. We organize events that we believe are beneficial for both parents and students like bringing guest speakers to the school to talk about issues like social media safety and awareness, mental health, leadership development, etc.
3. CSPC is a forum for parents to ask questions and hear about important school initiatives as well as day-to-day goings at the school. It is an opportunity for parents to have a dialogue between themselves and school administrators. However, we do ask that you only discuss issues that are important to our school, division, or grade as a whole. CSPC is not the correct venue to speak specifically about your child or a particular staff member. Those issues should be dealt with through your child's teacher and the school administration when necessary.

It is the role of the CSPC Executive to balance out the discussion during our meetings and to try to ensure that everyone who requests a moment to speak, gets it, however; that is easier said than done, so when speaking we ask to please be mindful of the time and try to respect the fact that time is limited, and that we need to cover all items in the agenda within the time allotted.

4. We achieve our mandate through fundraising. Although fundraising is not the primary function of CSPC's it is a tool that is available to us that can enrich our children's overall experience by helping to fund areas that the board does not.

Finally, please remember that our Voting Members and our Executive Council is made up of volunteers that are dedicating their spare time to support our school. Please be mindful of this when communicating with any of the members of the council and allow us some time to respond.

I'm now passing this over to Katie for her to give us a few points about our structure and how it is governed through Article 612 and S.10

By-laws - Katie Piccininni (Secretary)

Katie outlined a few key points to try to help parents understand a bit more detail about our structure. We aren't here to debate any of these items tonight as they are not up to us to change. I'll be happy to answer a few limited questions, but this is more to provide some background as to our overall

governance at council to illustrate how we are also aligned with several cross over policies within the framework of S.10.

TCDSB CSPC By-Laws

Stem from Regulation 612 which is embedded in the Education Act of Ontario. This provides boards with the directive to form parent councils at every school and the nature of what the make-up of members should be. (Like OAPCE, Special ED, SAST, parents, Executive, teachers, admin etc.)

TCDSB then takes this directive and using ministry of education guidelines that it has effectively implemented/overseen parent councils for many years, and we have no choice but to adhere by this framework.

In the last 5-10 years policies at the board level have been revised and a blanket document for our local by-laws to be used at every TCDSB school was created. This was done in essence to level the playing field to ensure that all parent councils were operating with the same by-laws and responsible to the same guidelines.

At CSPC we all are here for our kids' sake because we care about outcomes and our school community. That said we cannot just pick and choose and make up how we operate and or attempt to implement a different structure beyond what has been governed by the TCDSB.

- The overall leader of our meetings is the school Principal followed by the chair and the executive.
- We are governed by TCDSB Policy S.10 Which has a myriad of cross references in several policies within the board and ministry by-laws and guidelines. What does that mean? For example, HM.14 which is the harassment and discrimination policy and the respectful workplace which also is a part of S.10. As parents we must consider this council an extension of the workplace (regardless of our positions being voluntary) and so a parent who chooses to harass other parents or similarly staff is subject to discipline which can mean being asked to leave council either for one meeting or more depending on the violation. Obviously, we hope that we would never be in this position as parents here are very respectful.
- Our CSPC as with all CSPC'S in the TCDSB is very much a governed entity even on a financial level. We are only permitted to use our funds in certain ways, and we must always be accountable about where the fundraising dollars are spent and how it is accounted for. It is important to note that CSPC can be and is often audited by the TCDSB financial department. And we as executives are responsible to provide to the TCDSB a year-end report that documents all activities.
- We talk a lot about equity and inclusion in the TCDSB and this is very important when we are making our council decisions. But it is very important to understand what that means. Equity doesn't necessary mean equal in the sense that we divide things up perfectly the same. Unfortunately, there are areas with varying degrees of need and for us to make things equitable those areas may need more than perhaps another entity or even something more specialized. It is easy to think that on the surface something is fairer if everybody gets the same, but because of many factors, in-equity can happen even when we are trying our best to level the playing field. When we talk about Equity, please be mindful there are differences from area to area based on

specific need. It is not simply about dividing up a pie into equal parts. We are all experiencing things differently and need to be mindful.

- Katie in conversation with Anapaula suggested that perhaps we might bring in members from the TCDSB Equity Dept at some point to discuss further with parents.
- As Anapaula alluded to earlier, we have a governance structure that is put into place to avoid confusion and to ensure transparency and adherence to the by-laws of the TCDSB. Which leads to another important topic which is “Confidentiality” it is also something that is written into our overarching S.10 policy.
- Names and email addresses are being collected for the CSPC to keep record of who is here and to contact attendees for the sole purposes of CSPC. We are unable to share them and so moving forward parents will have to check in directly with the CSPC Secretary to ensure that all parents privacy is being respected.
- For instance, if you wish to contact a fellow parent, please either ask them directly for their email, or alternatively you can reach out to the CSPC email, and we will seek the necessary approvals from that parent whose email you may seek. Note that this can take time as we are all volunteers at CSPC, and our email account is not monitored 24/7. As mentioned, the board would like us to ensure your privacy and confidentiality and so, please, and especially if you are new to our meetings and we don’t have your email yet come and see the CSPC Secretary to sign in and provide your email.

We will need to form a bylaw committee to review the bylaws for the yearly ratification that takes place at the AGM in September. Katie will lead this committee, there really are not any major changes that can be made as for the most part its numeric based on term limits and size of council etc. so it likely will only involve a short meeting. Judith and Diana graciously volunteered. Katie will be in touch closer to when this needs to be accomplished which is closer to the end of the year as these are ratified at the AGM.

5. Principal’s Report - Martin Clough (Principal)
Merry Christmas and Happy New Year

-6 PLCs throughout the year (+1 for SIS achievement training)

PLC’s running throughout the year. This year there will be 7 which is common at all schools. Basically, they are devoted to the school improvement and equity plan.

Professional learning cycle: plan, act, observe, reflect

September 21st: Identifying area(s) of urgent/critical need for Grade 9 students (in a de-streamed environment)

October 26th: Student Information Systems/Preparation for midterm reporting

November 23rd: Formalizing Department Goal (in the area of Student Achievement/Instructional Equity – related to the provision of descriptive feedback, student groupings,)

January 18th: Analysis of goal implementation from Semester 1/Data review/Planning of goal implementation for Semester 2

February 22nd: Planning of Goal Implementation for Semester 2

April 19th: Initial Data review/Check-in

May 17th: Final Analysis of Semester 2 Goal

Meetings with Department Heads take place the week prior to our PLCs to inform the work that will take place the following week so that they can drive the professional learning cycle within their depts.

Past Events

Our December Christmas concert was extremely well attended. Special thanks to Ms. Pear, Ms. Volpe and Mr. Fanning for all of their hard work. Throughout the month our drumline participated in many parades including Brampton and Lakeshore. I had the opportunity to attend one of the parades. It was great to see their excellent performance and it is such a great way to promote the school.

IB Christmas social was on DEC 6, they had karaoke, table tennis, dodge ball and dinner

On December 13th about 400 students attended the SAC social, which was another great opportunity for our students. This included activities to build school spirit and promote positive social interactions. Thank you to Mr. Di Tomaso for leading.

Dec 13/14th Father Michael Machacek, from our school parish Nativity of Our Lord, spoke about praying while waiting. Spoke about using your time in small moments as we are waiting to be in prayer. He gave us an example of how he prays when he is waiting at stop lights. Father used the Jesus prayer for the students to take with them. Prayer: "Lord Jesus Christ, Son of God, have mercy on me, a sinner."

Christmas Charitable Initiatives

- MPSJ PowerAid Christmas gift basket initiative, which was led by our Chaplaincy department and assisted over 40 families (many from our own school community). Which speaks to the need that is there in these challenging times.
- A Christmas Giving Tree was led by Ms. Petrini and the Mental Health and Wellness Committee. Hats, gloves, socks have been donated to St. Francis Table, Youth without Shelter, Out of the Cold and Socks 4 Souls.
- Annual Christmas Toy Drive-Ahgwahbuush Memorial School in Poplar Hill First Nation, Ontario which is a toy-donating initiative led by Mr. Guimaraes
- Chess Tournament at MPSJ – January 15, 2023
The MPSJ Junior and Senior Chess teams participated in **The Toronto Secondary School Chess League (TSSCL) Tournament - West League - Round 2 in our Michael Power/St. Joseph library!**
Our Senior Chess team ranked 2nd overall!
Our Junior Chess team ranked 1st and received the TSSCL West End First Place trophy!
The Chess club is back since it's covid hiatus thank you to Ms. Patriziello.

Upcoming Events:

- EQAO is happening for grade nine math on January 23rd/24th and second semester will happen in June. Back since pre pandemic. Final exams will start January 27th -30th Sequentially Periods 1-4
Thanks to Ms. Gilkinson for familiarizing staff and students with this
- **PA Day – February 2nd, 2023**
(Staff will be reviewing the following items):

#8 STEAM Education, including new STEAM-related Curricula/SIEP planning
#9 Connections to Skilled Trades and Apprenticeship
#10 Special Education and Supporting Students with Disabilities
#11 Anti-racism and anti-discrimination

- February is African Canadian Heritage Month
- Grad Photos – scheduled for February 1-22, 2023
- Uniform Reminder: As we head towards second semester there will be communication sent out to students and families about school uniform expectations, guideline reminder.

Information about staff and admin changes:

- We thank Mr. Petrolito for his time at MPSJ, he is a retired Principal who has been helping us out but will now head back to retirement, and we welcome Mr. Alessandro Mazza (who joins us from the Student Success Department at the Board); he will oversee students with the last names G-N. Mr. Mazza is new to this role but brings a lot of great experience.

Mr. Clough then provides some updates and answers to questions that have been asked of him previously in meetings or generally from parents in recent weeks:

Q: Is a school dance being planned perhaps for Valentine's Day or any other occasion this year? I know that the dance that was to happen in September had to be postponed and then was cancelled.
-A semi-formal is planned for Grades 10 and 11 students for Friday, February 24th, 2023, off site at (Le Treport) More information to follow shortly after exams.

Q: What is the difference in cost between electronic and paper agendas/providing paper agendas?

A:

1. Paper Copy of Agenda: (as of 2019)	\$9,683.85 (paid about 4 to 5 per agenda – ordered 2100)
2. Online Agenda:	\$2,825.00
3. Agenda Purchased through Office Central:	\$406.46 (30 agendas @\$11.99 each plus tax)
4. Paper copies of the School Code of Conduct (Provided to all Grade 9s)	\$1000.00

While it appears at first that there would be savings to pass on, the increase in price of yearbooks has absorbed this difference in cost (\$2-3 per student). There is a possibility of maybe purchasing more paper agendas for students who would prefer one. Mr. Clough can send out this information via school messenger if it becomes possible at the appropriate time.

Q: Seeing as the grade 9's did not have an overnight trip in September, are there plans in the works to have something in the Spring for these new Power students? I believe Principal Clough had alluded to this possibility back in the fall. I know there are many grade 9s and it is a big undertaking, but it has been done in the past.

A: We are not able to plan an overnight orientation event for students in Grade 9 as we are currently working on the plans for Grade 9 Orientation or September 2023 so we can't have one for this Spring.

Q: Can we combine the cohorts in the Fall? A: No unfortunately it takes an incredible number of resources and would provide too significant of a challenge, but Grade 10, 11 students next fall may be opportunities for some of the students to work on the team for Grade 9 trip as ambassadors/councillors on the trip but that is still being determined. Q: Do we know when students could apply to do that? A: Some students have been identified to start the process of a steering committee, but it is early stages, and we don't know how many we need yet in relaunching this opportunity since before COVID. We are looking for various diversity and experience to try to account for all different student types to rep the student body.

Q: I read the addendum in the Nov. minutes regarding the availability of hard copy textbooks for grade 9s.

Moderns FSF1D1/E - Hardcopies of the textbook Tu Parles 1 are available in classes; all students are given online access to the Tu Parles 1 for home and class use - photocopies of workbook pages are provided to students/hardcopies of textbook are available to take home for students who prefer to use a hardcopy

Although the semester is almost over, I simply wanted to advise that my son is in the FSF1DE course and does **not** have access to any hard copies of his text, or to the workbook. He says he (and other students) asked multiple times for copies, but the teacher doesn't have any.

A: Mr. Clough will share this information with the Department Head of Moderns and investigate this inquiry further.

Q: Are we investigating the possibility of conducting hybrid CSPC meetings? A: The process may be more complicated and more costly than anticipated, but Mr. Clough is continuing to investigate if there are any feasible possibilities.

Q: What is the potential of having a large production at school within the next year or two? A: This will be brought forward to the Performing Arts/Drama Dept. to inquire.

Also, a note from Mr. Clough that at our last meeting parents had wondered about having a donation box available before the Christmas concert for a donation of canned goods and to let parents know that we did manage to do this and had donations and they were included in the family baskets that Mr. Clough mentioned earlier.

Ms. Gilkinson talked about the puppies (therapy dogs) that will be at the school tomorrow. There will be 2 dogs from St. John Ambulance during 2nd lunch to help with students elevated stress. This effort was in partnership with MPSJ mental health. Posters are up in the forum to talk about mental health, and, they are using some of the "Bell Let's Talk" posters as well. We think this will be a nice break for students. Parents welcomed this initiative.

Following Mr. Clough's report Katie asked parents to sign the TCDSB Confidentiality agreement. This agreement basically recognizes that while conducting CSPC business and or as a volunteer you may be

subject to information which you are required to keep confidential. This just further reminds us that privacy is very important at all levels in the TCDSB.

6. Treasurer's Report - Annette Heim (Treasurer)

- Vote Required (Graduation Grant)

Graduation grants were discussed at our last meeting, after reviewing there is a thought to increase the grants and the way in which they are distributed to try to make things more equitable and give all students an opportunity to potentially obtain a grant. (Make a few not just about marks)

We would need to look at what criteria council would like to propose for these new grant awards.

Annette has looked at the list of scholarships available for graduating students and almost all of them have a specific requirement that limits who can apply. For example, there are a couple that note only students studying Mathematics or History or Science are eligible which means most of our students wouldn't apply.

There's only one scholarship that's even close to what we're trying to do & it's the Peter Galbraith Scholarship:

This award has been created by the Galbraith family in memory of the late Peter Galbraith. The annual award of \$500 is granted to a graduating student of Michael Power/St. Joseph High School who exemplifies friendship, humility and joy, and whose generosity contributes to the growth of others. Staff at the school will comprise the selection committee.

I also checked for TCDSB scholarships and, surprisingly, most of them are for Elementary students! There are a couple for secondary but, again, they're either for a specific subject or specific gender (or leadership based). Personally, given the size of our graduating class & how inflation is impacting everyone, I like the idea of adding two new scholarships, especially as they would be CSPC-decided. While researching this topic, Annette also investigated what awards both the school have for grads and the TCDSB itself, she noted that there seem to be Various awards for elementary level not as many for Secondary.

A parent suggested and all agreed in our discussion that we would like to create at least one award for a student going into the Skilled trades, college level, apprentice programs, or community hours or volunteering.

Admin suggested that we look to engage the awards committee at the school first and then determine and vote on final criteria.

Annette moves the following: I move that the MPSJ CSPC increase the number of Graduation Grants from two per school year to four per school year in the amount of \$500.00 per grant. One \$500.00 grant will continue to be provided to the graduating student with the 3rd highest overall school average. The criteria for the other three grants will be determined at a later meeting after the executive has had a chance to regroup and review current school awards to avoid duplication.

Motion Passes unanimously

- Moving bank account to move the account...the team is just organizing a date where they can all make the change official as all parties' attendance at the bank is necessary. This is a really great change overall as it will really cut down on charges and will be much more convenient for the CSPC to conduct business.

7. Fundraising Report – Cori Stadler (Fundraising Committee Chair)

- Before Christmas we spoke about the toques, and it started over Christmas and timing wasn't great. We sold 85 initially. We wanted to get them out for the winter and although a reminder went out, but people were out of town and wrapped up in festivities and missed it. We have opened it back up for an extra week which will be marketed by SAC. Also, we should have a vote soon to buy more to sell later at uniform sale.

Q: Will there be a new set up fee if we want to order more in the future? A: No

Q: What about selling these at registration nights?

Group discussion followed about possible areas to sell toques in the near and distant future: Maybe at February 8th and March 2nd both nights have up to 500 attendees and may be a good time to sell. Fall Parent Teacher night in late November.... Another great opportunity. Or even for the Grade 9 orientation? Also spirit wear and SAC also has tables at events, maybe we can work together? Take orders for more from parents at that time. Cori and Anapaula note that we still must determine how to separate toques for donation and those for students to keep. Cori to connect with Mr. Di Tomaso to see how SAC could maybe assist with this. A parent suggested that maybe for the donation hats it is left up to the student to drop off a toque if they ordered an extra one or don't want theirs in a box at the office it is not going to be used that can be passed on to the "God Squad" to distribute.

Cori to check on bulk buying to see if less of expense and then council can do an online vote to expedite things.

Cori asks if moving forward does our CSPC want to invest in a payment square to use for purchase?

Annette Heim (Treasurer) answered that this is on the list to ask our new BMO account manager what the options might be. Mention is made of the requirement for a good WIFI connection for it to work optimally.

- 2nd initiative we have FLIP GIVE already running which goes right through until May. Its literally free to run. (Several parents suggested we continue to find ways to promote this)
- 3rd initiative was a parent pub night planned for this spring May. Book venue and have a mix and mingle with food and music, raffle/auction items. Venue is the London Gate at Eglinton and Renforth. It's been completely renovated and its quite nice. WE have a few options for either a Friday or Saturday night. Also, some pricing for food trays etc. Cori still has a few numbers to crunch

If we do the Friday night, we can rent the entire venue with stage for \$1000.00, food etc. would be on top of that. On the Saturday we can have the patio and ½ of the venue for no rental cost, but it would not be private. Group must determine which way we want to go, also need raffle/auction items. And will there be

live music? It was noted that there is a letter now available to send out to potential donors and we will ask out school community as well if there are any parents with businesses who wish to donate auction or raffle items.

Also, Cori will investigate what the Bull might offer and compare numbers between the venues before the next CSPC meeting. Parents also noted in discussion that we need to keep in mind the "Covid" effect, attendance at some events is still sometimes reduced. Cori will reach out to Connie discuss thoughts numbers and what happened in the past since she used to run it and has a lot of good knowledge and experience with this event.

8. New/Other/Pending Business

- A parent raised some concerns about the recent TPH vaccine clinic at MPSJ. Mr. Clough to follow up with parent directly and advise council at the next meeting.

9. Adjournment - Anapaula Elliott (Chair)

- Anapaula thanked all parents and staff for attending.

Motion to Adjourn: 1st: John 2nd: Annette

Next Meeting (February 15th, 2023)