



Lee

# St. John the Evangelist

## CSPC Meeting Minutes

### CSPC Meeting (November 16, 2022, 6:30 p.m.)

<b>Chaired by:</b>	<i>Nora Da Costa</i>			
<b>Minutes by:</b>	<i>Elena Fiadzinu</i>			
<b>In Attendance:</b>	<i>Dave Bennett, Joe Russo, Jennifer Tavares, Genevieve DaSilva, Jennifer Azevedo, Alison Ferreira, Sylvia Ferreira, Antonietta Grossi, Ganesh Khanna, Christina Macedo, Daisy Bygrave, Melanie Cabral,</i>			
<b>Regrets:</b>	<i>Ana Perri, Vanessa Russo, Student Rep. Christina Pasquali</i>			
<b>Guests:</b>				
Agenda Item	Presenter	Summary	Action/Motion (if any)	Responsibility
<b>Call to Order Welcome and Prayer Roll Call Declaration of Quorum Introduction of Guests (if applicable)</b>	Meeting was called to order at 6:33 p.m.			
<b>Approval of Agenda</b>	Moved by Alison Ferreira, Seconded by Sylvia Ferreira			
<b>Approval of Previous Minutes, October 25, 2022</b>	Moved by Genevieve , Seconded by Melanie Cabral			
<b>Chair's Report</b>	<p>An additional 5-dozen doughnut from Krispy Kreme were acquired. There is a projected profit of \$875.</p> <p>CSPC will distribute the doughnuts. Should a strike happen on Monday, they will be handed out in the parking lot on Monday, between 4:00-6:00 p.m. Ms. Grossi will make an announcement if the need arises.</p> <p>For curriculum night, the Chair paid for the hot dogs and the CSPC reimbursed the funds (\$296.04). This was covered through the school grant.</p> <p>The CSPC voted for the Chair to be reimbursed from the PIC grant (government sponsored).</p> <p>PIC grant from the government to for 296.04</p> <p>Carried unanimously.</p>			
<b>Principal's Report</b>	<b>Staffing:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ms. Milkowska LTO in grade 3 (replacing occasional teacher in grade 3)</li> <li><input type="checkbox"/> Ms. Andrea Tropea – ESL LTO</li> </ul>			

☐ Ms. Manuel is being replaced by Ms. Bonsu

**School Scores:**

☐ EQAO Scores

☐ Primary:

o Math: below level 1 – 2.9%, level 1- 17.6%, level 2 64.7%, Level 3 11.8%, level 4 – 2.9%

o Writing: Level 1 – 2.9%, Level 2 – 44.1%, Level 3 – 52.9%

o Reading: Level 1 – 2.9%, Level 2 – 35.3%, Level 3 – 55.9%, Level 4 – 5.9%

☐ Junior:

o Reading: Level 1 – 2.6%, Level 2 – 23.1%, Level 3 – 62.5%, Level 4 – 12.8

o Writing: Level 2 – 23.1%, Level 3 – 43.6%, Level 4 – 33.3%

o Math: Level 1 -7.7%, 61.5%, Level 3 -30.8%

☐ SIEP –

o Math: For the 2022- 2023 school year, 10% of the students in each class will move one achievement level in mathematics in numeracy as measured by classroom teacher assessments/report cards.

o Equity: For the 2022-2023 school year, based on the results of our equity audit walk. Staff will be invited to incorporate a minimum of one “next step”/recommendations as evidenced by the school Equity Team review.

**Events:**

☐ Equity walk – December 1

☐ Safe School Plan will be posted shortly on the school website (staff, parents, and students involved)

☐ Safe School symposium – During Bully Awareness Week 8 students attending (including 3 students from safe school plan

☐ Pro grant: POR AMOR – about inclusivity

☐ Volleyball

o intermediate boys and girls participated in divisional tournament.

o Girls won pennant in divisional tournament and are competing in the Regional event

☐ Cross Country – fun run last week with students, staff, and parents

☐ Online parent teacher interview booking – not as successful as anticipated, but staff reached out

to parents to book interviews.

☐ 1128 units of food raised and donated to Weston Area Emergency Service

☐ Virtue of gratitude highlighted and presented by grade 7 students

☐ Remembrance Day service included guest speaker Major Andrews (parent in our community)

and drama club presentation/skit of “In Flanders Field”

☐ Tanika Riley from POR AMOR presentation engaging about Emotional Awareness. Grades 3, 5, 6

participating in workshops.

☐ Christmas Concert planning taking place.

School banking (October 31, 2022): 11, 311.48

Nutrition Fund: 26,095.70

Block Budget: 22, 837 available

**Safe school plan** due mid November for anti bullying week. Website has the one from last year. Once it’s approved, it will be uploaded to the website.

Bullying awareness and intervention – 3 goals attached to this. Strategies that will be implements, resources and how to measure success.

Progressive discipline – how to handle, students, teacher implement and are on the same page

	<p>Positive school climate – inclusivity, welcoming, good environment for everyone Emergency response plan – lockdown and hold in shelter.</p> <p>Students’ symposium, taking 8 students. To learn something and implement on the student level which aligns with the goals. Grades, 6-8 are going.</p> <p>Virtue of gratitude – Remembrance Day service – skit was about Flounder’s Field. Drama club led by Ms. Chukwu.</p> <p>Parent Teacher Online booking was ok, not as successful as expected. All that didn’t were given paper opportunity.</p> <p>Ms. Chukwu spoke about a proposed Parent engagement seminar.</p> <p>“It Takes a Village’ community building for parents.</p> <p>Session can be done in person. Virtual session with no follow up. \$600 Virtual in person with follow up is \$750</p> <p>Can apply for pro grant and the difference can be covered by the CSPC. There is a PIC balance too. This will be carried forward. Ms. Chukwu - will send the info. to the Executive.</p> <p><b>Leveraging social media:</b> Further to the last CSPC meeting, Ms. Grossi did more research. Ms. Grossi would like to discourage Facebook groups from being formed. There are social media guidelines that should be followed and a written authorization from the principal is needed to form a group.</p> <p>School messenger will continue to be the source of communication. Some feedback was for communication to be sent more frequently.</p>
<b>Treasurer’s Report</b>	<p>Available balance as of October 31, 2022 – <b>\$4,147.52</b> FlipGive Balance - <b>\$560.00</b> <b>3 x \$10</b> Indigo gift cards available</p>
<p><b>Unfinished Business/Other Business</b> (Agenda items deferred or carried forward and/or matters arising from minutes)</p> <ul style="list-style-type: none"> <li><b>Hot lunches</b></li> </ul>	<p>A. Ferreira presented a vendor for hot lunches. A sample menu was provided. The company ‘The Lunch lady’ - also a fund-raising program, avg. cost 6.70-7.50/entrée. Snacks and sides available to add on. The minimum is 20 entrees. If 20-30 meals are ordered and dropped off, 30 or more there is a staff member to be distributed.</p> <p>Motion: “To introduce hot lunches, by the Lunch Lady on a twice a month basis starting in January.”</p> <p>Carried unanimously</p> <p>Action: Ms. Grossi will send out the order to parents.</p>
<ul style="list-style-type: none"> <li><b>Funfair</b></li> </ul>	<p>Deferred</p>

<ul style="list-style-type: none"> <li>• <b>Chocolate Fundraiser</b></li> </ul>	<p>J. Russo presented. Chocolates will be sold from World’s Finest – nut and peanut free. If 125 cases are sold, we will raise over \$4,000.00. January is the suggested time to start. Letters can be sent out the second week of January.</p> <p>Motion: “For the CSPC to sell World’s Finest Chocolate Sale of Laura Secord chocolate in January for 3 weeks.”</p> <p>Carried unanimously.</p> <ul style="list-style-type: none"> <li>• <b>Mabel’s Labels Fundraiser</b></li> </ul> <p>C. Macedo presented a label company. No cost to us – we earn 20 percent back on purchases. No commitment. To sign up, we need a captain. Cheques are cut once a month (minimum of 50.00 for a cheque to be sent). Cheque is sent directly to the school (St. John the Evangelist) and deposited in the Parent Council account.</p> <p>Motion: “To offer Mabel’s Labels as a Fundraising option for all families at St. John the Evangelist imminently. Christina Macedo will be the captain.”</p> <p>Carried unanimously.</p> <p>J. Tavares presented about the Poinsettia fundraiser.</p> <p>Our cost is \$4.00 for 4.5 inches and the suggested sale price is between \$6.00-7.00.</p> <p>Motion: “To sell poinsettias as a fundraiser for the Christmas season at St. John the Evangelist.”</p> <p>Carried unanimously.</p>
<b>Sub-Committee Reports and Recommendations</b>	NA
<b>OAPCE/Ward Representative’s Report</b>	<p>Miguel A. Martinez presented to parents.</p> <p>The takeaway from the presentation was ADKAP (acceptance, desire, knowledge, apply, perseverance).</p>
<b>Date, Time &amp; Location of Next Meeting</b>	January 17, 2023, 6:30 p.m. via zoom
<b>Adjournment</b>	<p><i>Meeting adjourned at 8:22 p.m.</i></p> <p><i>MOVED by Melanie Cabral,</i> <i>Seconded by Joe Russo.</i></p>