



St. Cyril CSPC Minutes

Date: Tuesday, December 3rd, 2019

Time: 7:00 p.m. – 9:00 p.m.

Location: Library

Attendees:

CSPC Members	Parents	School Representatives
Dacia Scali	Linda Ambrosio	Ms. Murano
Kathryn Jaitly		Ms. Moore
Christine Motran		
Tara Baker		
Cindy Cyrne		
Leandra Gianocola		
Magda Dunn		
Darlene Saks via phone		
Lindsay Matthias		

Minutes: Christine Motran

Opening Prayer – Mme. Murano

Land Acknowledgement - Christine Motran

Quorum is achieved

Approval of the Agenda and Last Meeting’s Minutes

Kathryn motioned to accept agenda, approved by Cindy and Magda

New minutes format to include action items first by Cindy and Lindsay

Kathryn motioned to approve the November minutes, seconded by Tara and Magda

Chair’s Report: Kathryn

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Sign up sheet for volunteers will be on the Parent board (Different events monthly)	CSPC Exec	Ongoing	
Oct 8	Replenish library funds as the year progresses.	CSPC Exec	Ongoing	



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DEC	Purchase Planning for technology, Ms. Murano to provide projector models, CSPC to source	CSPC Exec/ Ms. Murano	DEC	
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Update

- Several Scientists in the school in classes during November
- City is still reviewing the school's parking lot situation, waiting on a clear response from the city on what their review is.
- Does the school qualify for a crossing guard? Yes They are posted at Yonge and Kempford.
- Wide Catchment area makes for most students being driven to and from school
- OAPCE is having commissioning ceremony, our own CSPC parent volunteer Jana Seymour is receiving an award for her volunteer work.
- Earlier in the month a few CSPC members joined an OAPCE delegation at the board to support the adoption of the code of conduct and promote inclusivity across the TCDSB
- Swim team tryouts start tomorrow parent coaches are Anna Yu and Liliana Romeo ms. Murano is the school supervisor
- In the past years CSPC has provided \$2,000 for the school to be used for technology, we are aiming to make a decision for purchasing so that items can be used in 2020 (added to action item)

Treasurer's Report: Tara

- See monthly budget Report for figures.
- Spirit wear have had several orders.
- Can we do a second round in spring so more t-shirts can be purchased? With more options?
- Look into the online store through Marchants as an option for more of a selection
- Ms. Murano will contact Cash Online contact to verify what parent access looks like
- \$180 donation to be allocated to general donations
- We are on budget thus far with events
- Donations made through United Way are doubled, need to consider how to communicate this opportunity to the parents. Include a blurb about United Way in the newsletter in the finance section, include the St. Cyril CSPC charity number

Motioned to accept Chair & Treasurer's report by Cindy Seconded by Magda

Principal Report: Ms. Murano

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Math Night Workshop- Update Mr Fogain and Ms. Murano to meet and plan	Principal	Jan	



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NOV	Entrepreneurial Adventure Program (offered in French), will discuss at November Staff meeting (Please respond to Manuel directly), Leadership opportunity for Gr. 7 & 8's	Principal	DEC	
NOV	Waterbottle filling station discussion is ongoing, discussed with SQS in Dec, need to follow up in new year	Principal	JAN	
NOV	Share Current Tech Inventory. Update provide projector models	Principal	DEC	
NOV	More funding required for Lego League to be expanded to Primary/Junior Grades if the program is available in French?	Principal	DEC	
NOV	Share results of last year's SLIP initiatives	Principal	DEC	
NOV	Post SLIP Goal and share with CSPC	Principal	DEC	closed
NOV	Mark the lockdown drills/fire drills in the newsletter so parents can prep students	Principal	DEC	
DEC	Connect with Cash Online to review parent accessibility	Principal	Jan	
NOV	Assess need for Agendas for all classes, discuss with Staff	Principal	March	
NOV	Assess 1st day of school procedures	Principal	March	
NOV	Remind Teachers of receipt procedures for classroom support funds	Principal	March	
NOV	Trees around the school need trimming to unblock windows/ school name inquire with board for this service request. Update follow up with the SQS	Principal	JAN	
NOV	Inquire about a school sign, follow up with the SQS	Principal	Dec	
DEC	Follow up with the SQS in regards to poles that would mark off the turf and protect from plowing	Principal	JAN	
DEC	Shade Structure, Ice falling off the roof, safety concerns, inquire with the board	Principal	Jan	
DEC	Low fence for Kindergarten, can SQS recommend a higher fence? To address with SQS	Principal	Jan	



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	Can a platform be used around the mature tree in the front yard? Basketball nets will be replaced from the refurbishment? Looking into basketball nets for the primary area.			
NOV	Inquire if Mr. Lee can help with Advent Mass on Dec 10 at St. Edwards	Principal	End of Nov	Closed
DEC	Consult with staff in regards to a snack program and feasibility	Principal	Jan	
DEC	Skating rink availability, Ms. Murano will let CSPC know by end of week so we can arrange for Hot Chocolate volunteerings	Principal	Dec 6	

Principal's Update

- Newsletter went home today, a parent noted several French grammar errors in the French section of newsletter, please review before distributing
- Jan newsletter will be distributed before Christmas Holiday through school messenger
- Change to Kindergarten drop off time to 8:30am at front Kinder yard
- Feedback on last year's SLIP, students struggle with multiple step problems, Warm feedback: good engagement with staff, Cool feedback: focusing direction, zoning in on improvement areas, continue to look for professional development opportunities, do teachers really understand which manipulatives for learning certain mathematical concepts
- This Year's SLIP: reading for meaning focus, professional learning form is available on the school website, the urgent critical need is: specifically in the primary years because there is a lack of data, Reading, how to construct meaning from a variety of text forms and features and learning experiences. How will this goal be measured? Through a variety of assessments
- Ms. Murano has contacted various departments (Literacy and French) from the TCDSB for resources to add with their school's SLIP
- Dec 6 staff PD will be used to review their diagnostic assessments to evaluate student need, strategies will be formed based on this need
- Meeting with the SQS (supervisor for Maintenance) Ms. Murano looking to move the office around because there is no private meeting space on the 1st floor, looking to make the 1st floor as accessible as possible, following up with him on water bottle station to see if each floor can get a station, stairs were opened and saw that they were rotting, they are now temporarily stabilized until the Christmas Holidays when they will be releveled, until the summer when the stairs will be redone. The expectation is that both stairwells will be done at the same time
- Accessibility, Inclusivity and Equity needs: looking to do an equity walk to evaluate how inclusive the school is. 1 or 2 parents can be involved, community resource officer is also invited to join



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- 16 classes and there are 10 projectors, would need 6 more if each class were to get them, recommended need is a laptop for each teacher. Need to know which projector models are needed, to move ahead with purchase planning. Ms. Murano will inform CSPC on the model of projectors by next week
- If teachers are not using their class support fund let CSPC know if we can then allocate it to technology
- School can accept donated technology
- Visitor signs on the doors, because there have been parents in the school without visiting the office first, please sign in at the office before visiting the rest of the school to ensure school safety.
- TCDSB has a respectful workplace policy, Ms. Murano will share with CSPC
- Turtle Project Foundation was begun in memory of ANne Marie D'AMico who was killed by the Yonge St. tragedy, Mrs Murano wanted to share awareness of this cause
- Robotics Team were challenged to solve a problem in our school and they focused on accessibility, they designed an inclusive school, came 9th out of 17 teams
- Lunch time activities do not need a permit when they are here during the school day, inquiring about Liability in regards to supervision
- Will follow up with tree trimming and school sign with the SQS
- French Immersion Night will be on Thursday January 9th for new parents
- Ms. Moore ran a successful meet the author event
- some parents have asked about a snack program, we do not have the facility to run this now, will consult with staff about having extra snack for students in case of emergency

Sub-Committee Updates

Greening:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Willow wall replacement status- email from Steph (TCDSB) looking at wall with the company to assess if it needs replacement or not	Cindy	DEC	Ongoing
NOV	Kindergarten mulch top up on going	Cindy	DEC	Ongoing
NOV	No need to water the sod at the front	Cindy		Closed
NOV	Muddy Space outside office window, leave as is, redo in the Spring	Cindy	March	



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NOV	Can garden boxes be removed from the front yard that is not used? Can these boxes be filled and used? Need to speak with Mme. Andrade, daycare would like to keep them	Cindy	Ongoing	
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Update

- TCDSB will not approve a light above new turf area.
- Willow wall is still waiting on response from vendor
- Urns and Christmas tree are finished
- Request for tree planting with the city is still pending
- Caretaker is concerned that the plow will damage the turf, can something be purchased to mark off the turf during the plowing to protect the turf, Ms. Murano will speak to the SQS about this.
- Ice is falling off the shade structure what do other schools do? Can we ask the board contact about solutions. Ms. Murano to inquire with the board
- Low fence for Kindergarten, can SQS recommend a higher fence? To address with SQS
- Can a platform be used around the mature tree in the front yard? Purchase planning?
- Basketball nets will be replaced from the refurbishment? Looking into basketball nets for the primary area.
- Dress down days for turf renewal April 22nd is Earth day, March 13th wear green for a donation will promote through the newsletter.

Communications:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Update Website	Magda/Darlene	Dec	Outstanding
NOV	Merge Constant Contact with email distribution list?	CSPC Exec	Dec	
DEC	Include a blurb about United Way in the newsletter in the finance section, include the St. Cyril CSPC charity number	Tara/ Magda	Jan	
DEC	Turf dress down days promote in newsletter April 22nd is Earth day, March 13th wear green for a donation	Magda	Feb	
DEC	Reminder Email Invite for Advent Mass	Christine/ Magda	Dec 9	
DEC	Pancake Tuesday Info send out ingredient list	Events/ Communications	JAN	

Update

Survey Monkey volunteer roster was sent out to parents



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Mid 50% open rate, 20% clicked through

School newsletter is going to be sent through school messenger, parents last year were emailed a copy as well as received a copy through messenger, to be sent out on Jan 6, share CSPC content with school by 1st week of January

Parents noticed several grammar errors with the French selection, can it be reviewed before distribution

Website

Events:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Consider a Kindergarten Social for parents and students to connect	CSPC Exec/ Events	Dec	Ongoing
NOV	Plan for Advent Mass schedule for 6:30pm and send out request for volunteers and student participation	Events/Christine	Dec	Closed
NOV	Math Night Workshop Planning, connect with board Math resource teacher	Events/ Principal	Dec	Planning ongoing

Update

Send out reminder email for advent Mass on Monday Dec 9th

Math night Ms.Murano and Mr. Fogain working with math resource teacher from the board Advent Mass to decide which children will participate in the mass, bring the gifts

Tara has the cheque prepared for the Mass,

Motion to increase the allocation for funds to \$100 approved by Dacia and seconded by Tara

CSPC potluck will be divided among members.

Ms. Murano just got the skating availability, will let us know by end of week so we can arrange for Hot Chocolate volunteerings

Looking ahead to plan for Pancake Tuesday, provide a list of ingredients for the allergy families, can include in February newsletter

Ashes will be distributed at the school at 11:30am on Ash Wednesday

Can we honour our parent volunteer with flowers and card, motioned to spend \$30 approved by Dacia and Seconded by Tara

Fundraising:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Ask former parent volunteer for vector file of St. Cyril logo	Jana	Dec	



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NOV	Spirit wear update Look into the online store through Marchants as an option for more of a selection	Leandra	Jan	
DEC	Looking into community donations and sponsorship, with a CSPC letterhead businesses will donate to the school	Fundraising Committee	JAN	

Update

Looking into community donations and sponsorship, with a CSPC letterhead businesses will donate to the school

Student ED & Wellness:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Plan for a wellness night for parents	Andres/Stephanie	Dec	Ongoing
NOV	Ask Trustee to facilitate communication with neighbouring CSPCs Update: connected with St. Edwards CSPC	CSPC Exec	March	ongoing
DEC	Plan for Internet Safety Workshop with Paul Davis	CSPC	Jan	

Update

Kathryn communicated with St. Ed's CSPC and are interested in partnering, we will have a Paul Davis Internet, Social Media, Social Networking and Online Safety workshop on Jan 30, will be combining the PIC funds (\$500 per school).

Considering using the Church, working on Pricing with the vendor
Funds available for this evening are \$900

OAPCE: Commissioning Ceremony on Dec 6

Parent Involvement:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Adjustments to Survey Monkey:take out support role and change to website, add approximate amount of time for commitment, and time of year, Update survey sent out	Leandra	Dec	closed

Cindy Motioned to adjourn meeting, second by Leandra. Next meeting January 14, 2020



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