

# St. Cyril CSPC Jan Minutes

**Date: Tuesday, January 12, 2020**

Time: 6:30 p.m. –8:30 p.m.

Location: Virtual

**Attendees: 25**

Members	Parents	School Representatives
Kathryn Jaitley	Lynda Wong	Mme. Chahine
Dacia Scali	Macarena	Mme. Palermo
Tara Baker	Makela	Mme. Wales
Cindy Cryne	Daniela Guzman	Mme. Pierini
Makela Peak	Natalie Larmer	
Magda Dunn	Jana Seymour	
Leandra Giancola	Carla Tsambourlianos	Parents Cont'd
Oxana Dorfman	Danny	Sally Chu
Monica Figueredo	Leon Ho	
	Jeff Oulahen	
	Lindsay Mathias	

**Minutes: Christine Motran**

**Opening Prayer** – Mme Chahine

## **Approval of the Agenda and Last Meeting's Minutes**

Approved the minutes

Kathryn Motioned to approve 1st by Tara Baker 2nd by Monica Figueredo

All Approved

Kathryn Motioned to amend the agenda accepted by 1st by Jana Seymour and 2nd by Cindy Cryne

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## CLOSED ACTION ITEMS:

[https://docs.google.com/document/d/1p-h2fTIFn9Cdl\\_rlsjeUxa4zRZ6xspxBl0t8G\\_YfOnY/edit?usp=sharing](https://docs.google.com/document/d/1p-h2fTIFn9Cdl_rlsjeUxa4zRZ6xspxBl0t8G_YfOnY/edit?usp=sharing)

## Executive/Treasurer Report:

Last month every class at St.Cyril was supplied with a smart Tv and stand. The TVs enable classes to attend events virtually such as mass and hopefully future school events.

Pizza day was successful. It was a good dry run to show us how to resume pizza days when we return to school. Pizza Pizza was the provider and did a great job of individual packages and contactless drop off.

## Treasurer:

Shared financials showing not too many changes.

We did receive additional donations individually and through the united way.

Pizza expenses to cover pizza day for all students and classroom support payments came out.

Some teachers have submitted for the classroom support.

The teacher school request list for the TVs and stands with HDMI cables came out

Tara advised we are on track with our budget for the year

Tara is starting to prepare tax donation slips, all will be electronically.

Tara motioned to approve the financials

1st Kathryn Jaitley

2nd Monica Figueredo

## Executive Action Items

Date Opened	Action Item	Responsible	Due Date	Status

## Treasurer Action Items

Date Opened	Action Item	Responsible	Due Date	Status

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## Principal's Update

Mme Chahine updated the group on the following:

Dec 9th advent mass went well, TVs were helpful to execute the mass.

Mass scheduled for January 13th, Monsignor has pre-recorded the mass.

The Christmas concert was a great success, lots of positive comments from the parent community.

Paul Davis presentation for grades 7 & 8 was held however for grades 4-6 will be rescheduled

Mme Chahine will confirm once a date is set.

French Immersion night was in early December, attendance was low. Mme thinks because it was online. January 20th is kindergarten registration, Mme Chahine will send out a reminder.

The charity drive made \$1100 from teacher and parent donations. 10 families were served with \$100 gift cards and St Vincent received a donation for \$100.

Pizza went well, Mrs Palarmo oversaw the distribution.

Organization was a bit off having pizza coming from two locations, only one location had the classroom numbers on them. All boxes were to be labeled with the classroom number. Will ensure numbering happens in the future.

Kathryn asked if we can continue with Spirit days virtually, Mme Chahine confirmed they can continue from home.

Mrs Wales confirmed we did a virtual graduation. Plans for this year's grad may be similar to the virtual christmas concert if we are back in school. If we are not back in school

Leandra suggested the students get a paper certificate for all 2020 SK grads. Mme Chahine to check with Mme Julien to see what was done for some SK grads. Also Mme Andrade's class was given a video and there was an SK sign acknowledging them outside school.

Online learning is coming along. We are in our second week, kids are getting better at navigating. Advises parents to keep just the student in the class, please use ear buds and don't take the class virtually outside of the household ie if you have an appointment.

In class extension until Feb 10th. Minister has indicated more funding for ventilation and care taking to come.

Question was asked about what schedule the teachers are following online. Mme Chahine confirmed each teacher schedules their own time. Those are live lessons, in front of a computer guiding the kids or with a pre recorded lesson. Asynchronous learning is when the student is doing work on their own however the teacher is available. Teacher is to be online 9am to 3pm, half of day is synchronous and other half Asynchronous. Board advised teachers to follow a similar schedule as in class.

Teachers do not submit lesson plans to Mme Chahine however Teachers are following the curriculum.

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Please notify Mme Chahine if your teacher is not doing Synchronous learning and if they are not live to take daily attendance.

Online attendance is taken twice a day 9:30 and 1:00pm and teachers are submitting their own attendance and the teacher notifies Mrs Rodriguez of absences.

Question was asked about what expectations parents have around independence for online learning. Mme Chahine advised most grade 4 through 8 can be independent and JK through grade 3 do need a bit of help navigating. It depends on your own child's ability and thanks parents for their assistance and assessing the level of independence for their own children. If you feel your child needs more support with the curriculum please connect with the classroom teacher.

Mme Chahine confirmed there will be no supply teachers if the teacher is absent. Mme to communicate this reminder to the parent community.

Mme Chahine to connect with Mr Tripodi to discuss how much 'physical' movement the kids are getting. Mme Delfino is incorporating movement and mindfulness in her instruction.

Mme Chahine will reiterate to teachers to follow the same in class schedule online to ensure if multiple siblings in a house are following the same schedule i.e. having recess at the same time to ensure all students can head outside or make time for exercise.

Mme Chahine confirmed that all students have access to online learning.

Any device request will be sent to the board as she has requested more devices coming from the board. 10 have been given out from our school. Please email Mme Chahine if your child requires a device. Teachers are also reaching out to parents of students who are not attending online learning to ensure it's not a device issue.

A parent asked if plans to have supplies provide lessons if the teacher is absent will change.

Mme Chahine could not give an answer. Advised that last year we did not have supply but last year was different, hopeful Mme Chahine will get new instructions from the board.

Kathryn motioned to approve the Principals update:

1st Tara Baker

2nd Cindy Cryne

## **COVID Reporting protocol**

St Cyril had a case in a kindergarten class with exposure on Dec 17/18. There were 4 retired principals hired by the board to cover reporting the covid cases over the holidays.

Mme Chahine was notified on Dec 31st when the case was resolved and advised only the cohort was notified. Mme Chahine spoke with the Superintendent to seek answers why TPH protocols were not followed. The protocol is to close class, contract trace the class and follow TPH, and a letter is sent out to all community members. Mme was advised that circumstances over the holidays left us out of the loop.

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Parents whose children are covid positive while online learning do not have to report to the school. These cases will not be updated online as either active or resolved on the TCDSB website.

Kathryn asked why the Dec 17/18 case is not on the TCDSB dashboard. Mme Chahine notified that the dashboard is not updated and was told by the board they are not updating it. Mme Chaine will reach out again for more clarification.

A parent expressed concern of transparency from the board on cases if the dashboard is not updated and accurate. Transparency builds trust.

Mme Chahine was not told why the greater school community was not notified of the case. Parents expressed a lot of frustration for not being notified until 13 days after the case was in our school. Mme Chahine shared the same frustration. Parents are advised to also address their concerns with [Cristina.fernandes@tcdsb.org](mailto:Cristina.fernandes@tcdsb.org) and Maria Rizzo [maria.rizzo@tcdsb.org](mailto:maria.rizzo@tcdsb.org).

Kathryn stressed the parents just want to be informed and the board needs to give us transparency.

Mme Chahine assured if the case happens while we are in school and not on vacation, all families of the school will be notified in the future by herself.

Dacia and Kathryn to address this with Superintendent Fernandes and Trustee Rizzo and ensure that itinerant teachers, lunch supervisors are included in all communications relating to Covid infections.

Mme Chahine played the harassment video for all

## Principals Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Trees around the school need trimming to unblock windows/ school name inquire with board for this service request.	Principal	March	Pending Caretaker has said they have been trimmed already looking into trimming again in Spring
NOV	Honouring students from last year (SK Grad)	Principal	Feb	Pending Inquire with the TCDSB and ELP team,
Jan	Scientists in the school	Principal	Feb	Inquire if virtual Scientist in the School programs can continue

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Jan	Covid Dashboard	Principal	Feb	Inquire with the board on the update and accuracy of the COVID dashboard
Jan	Medic Alert Sign up	Principal	Feb	Include signup info in next bulletin

## Sub-Committee Updates

### In Greening: Action Items:

Date Opened	Action Item	Responsible	Due Date	Status
DEC	Send an email to Steph TCDSB rep regarding topping up the mulch for the back of the school yard.	Cindy	Dec	Ongoing

### Update

Pollination application deadline was extended to Jan 18th.

Kathryn, Dacia, Cindy, Mme Chahine Met with Steph from the board for the updates on the \$12,500 budget and what our wish list for our front yard is.

Our preferences are to place a bench (riser) around tree roots, plus educational elements to build us an outdoor classroom.

We hope construction can start in spring, hopeful for completion in the fall.

Steph indicated the board recognizes the need to build outdoor classroom space

Addressing the woodchip issue, JK/SK classes are alternated between front outdoor spaces.

Cindy is pushing for St Cyril to be a test school for different types of mulch.

### Communications:

#### **Communications: Action Items**

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Update Website: Double check content	CSPC	Feb	Ongoing

### Update:

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Magda and Oxana

All communications for newsletters are updated. We have the ability to send out our own content/newsletter. 52 new email addresses were added to our constant contact distribution list.

## Events: Action Items

Date Opened	Action Item	Responsible	Due Date	Status

## OAPCE- Update

Jana has resigned her position with the board for St.Cyril. Pleased to announce Kathryn will assume the OAPCE role as a part of our CSPC!

Director of education will be live next wednesday at 6pm discussing reopening and communication pieces around covid reporting.

Toronto will hold a virtual meeting, date to be confirmed as they are working around board and CPAC meetings. Looking likely end of Jan

On the Province side there will be a meeting January 23rd. The November virtual conference was successful and OAPCE is looking to do more learning webinars with guests and will start offering them on evenings this year instead of weekends. This will start this February and March.

## EVENTS

Monica inquired about the ability to book a park or space to hold a community event. Kathryn advised the council needs to follow guidelines from the board for in person gatherings as the board cannot be responsible for events held off school property.

Monica will connect with Allison, to see if we can plan a virtual community event, maybe yoga or stress management.

Pancake Tuesday plans are on hold until we have further clarification on return to school date.

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Fundraising:

**Fundraising:**

**Action Items**

<b>Date Opened</b>	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
DEC	Looking into community donations and sponsorship, with a CSPC letterhead businesses will donate to the school	Fundraising Committee	Ongoing	Ongoing
MAR	Form subcommittee for cash online with lead parent needed	needed	Ongoing	
NOV	Spiritwear	Leandra	Feb	Will provide if we require a minimum pricing

Update:

To get fundraising dollars, Marchants has a minimum order amount. Leandra to inquire on what this minimum is.

Mme Chahine to look into the other vendor Leandra sent her to become an approved vendor. [we have decided to continue with Marchand during the Pandemic and will look into new vendors when things settle down]

Mme Chahine cautioned for parents who may not want to make these purchases now as we do not have a return to school date.

Leandra will inquire if there is a minimum spend to create an online store, not for fundraising purposes but as an option for parents to purchase preferred items ie the hoodies everyone loves!

**Student ED & Wellness: Action Items**

<b>Date Opened</b>	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
Dec	Virtual Student Event	Makeala	Ongoing	Brainstorm for different student events to allow students to connect and practise their french speaking skills online.

Update

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Makela updated Medical alert, confirmed St Cyril is on the list. We have been on the list under Toronto ON and not under North York.

Parents can go on the Medical Alert website to subscribe for a barcode to get the pin.

Makela to send info to Mme Chahine on what is required of parents to sign up. Mme Chahine to include this info in her next bulletin to parents.

## Parent Involvement:

Date Opened	Action Item	Responsible	Due Date	Status
Dec	Charitable Events	Allison	Feb	Investigate charitable opportunities for the community in preparation for the Easter Season
Dec	Parent Survey	Allison	Feb	Develop Questions for parent survey

## Update

- Allison communicated a few ideas that she will link in with Makela for Student Ed and ways to keep the community connected.

## AOB:

Kathryn requested we form a Bylaws committee - Dacia, Kathryn, Christine, Magda and Jana all offered to form the committee.

Kathryn will assume the OAPCE role in 2021/2022 and we as a council need to talk succession planning for next year.

Nothing was booked for scientists in the school, Mme Chahine to follow up.

CSPC expressed our Condolences to Mme Duchesne

Kathryn motioned to adjourn the meeting 1st by Magda Dunn and 2nd by Tara Baker

## Next Meeting Feb 2, 2021