



St. Cyril CSPC Minutes

Date: Tuesday, May 12 2020

Time: 7:00 p.m. – 9:00 p.m.

Location: Gym

Attendees:

CSPC Members	Parents	School Representatives
Kathryn Jaitley	Anna Yu	Ms. Murano
Dacia Scali	Daniela Guzman	Ms. Delfino
Tara Baker	Nancy Ghobrial	Ms. Moore
Christine Motran	Lilli Chiu	Ms. Palermo
Darlene Saks	Natalie Larmer	Ms. Wales
Heidi De La Cruz	Rob Rudd	
Jana Seymour	Sally Chui	
Magda Dunn		
Cindy Cyrne		
Leandra Giancola		

Minutes: Christine Motran

Opening Prayer – Mme. Murano

Land Acknowledgement - Mme. Murano

Mme. Murano reviewed video conferencing protocols from TCDSB.

Quorum is achieved

Approval of the Agenda and Last Meeting's Minutes

Kathryn motioned to amend agenda and accept to discuss the CSPC distribution list 1st by Jana and 2nd by Tara

Kathryn motioned to approve the agenda, 1st by Dacia and 2nd by Heidi

Kathryn motioned to approve the March minutes approved by Cindy , seconded by Dacia

CLOSED ACTION ITEMS:



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<https://docs.google.com/document/d/1bDJZn2IT7ZFKpKV5AyVgbi-p4MhzdVXMFj-AaP6P7dE/e/dit?usp=sharing>

Chair's Report: Kathryn

Date Opened	Action Item	Responsible	Due Date	Status
MAR	Subcommittee needed to promote catered lunch program	CSPC Exec	April	Suspended
MAR	Subcommittee needed to promote address traffic during drop off and pick up	CSPC Exec	April	Suspended

Update

- Executive met earlier this month to fill out budget consultation
- Suspended newsletter during the school closure
- 1st responders appreciation video sent out last Tuesday to community and 1st responders
- PIC grant funds were received this week
- Executive would like to postpone all CSPC events until they are able to be fulfilled
- Parking update, councillors office will install signage, currently not a high priority until school resumes

Treasurer's Report: Tara

- Refer to year end financial report for CSPC account only not the foundation account
- Everything that has been received to date will be held onto until it can be used for the school community
- Tara motioned to approve year end financial report 1st by Jana , 2nd by Kathryn

Treasurer Action Items

Date Opened	Action Item	Responsible	Due Date	Status
MAR	Invest Turf renewal funds	Tara	June	UPDATE GIC is the best option, with safety and higher return than savings, investment will be made end of the year

Principal Report: Ms. Murano



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Update

- TCDSB has provided and updated resources for parents during the school closure available on their website
- All classes from St. Cyril are on google classroom
- Staff is working on a welcome to kindergarten video that will be on the school website and will be shared with all new parents
- Thank you for 1st responders video, it is now posted on the school website
- Staff have finished a video that they will be sharing with the students, that will be shared through school messenger and the website
- Maintenance issues are on hold during the school closure, will provide updates on any school repairs as they occur
- Staffing update welcome back Mme. Coulibaly (Gr. 7/8), Ms. Bouma and Ms. Peirera will be on Maternity leave end of May and last week of June
- Video Conferencing, last week TCDSB sent guidelines for staff around video conferencing, Google Meet is the board approved platform used through Google Classroom. With more staff professional development we are hoping that staff will adopt it in every class but it is not a mandatory tool.
- If teachers are using video conferencing there is a letter for parents to advise them of the process
- Mme. Murano will share parent concerns back with the staff in regards to adoption of video conferencing, such as needing a connection between student and teacher, and needing lessons delivered in French, Could teachers provide a french pre recorded lesson? These are one of the options that are being explored with Google Meet, there are limitations for example for how long the video can be. Sometimes audio clip instructions can also be included, Mme. Murano did speak about audio uploads with staff
- Mme. Murano acknowledges teachers efforts during this difficult time in learning new platforms and adapting to Distance Learning
- TCDSB is waiting for information from the Minister of Education in order to plan beyond May 31st
- French Resource Team: Canadian Federation for French Parents...offering french tutoring for students, link <https://cpf.ca/>, was also shared via email, \$25 membership fee
- Could Ms. Murano share Distance Learning Teacher and Parent best practices with the community? Will look into options for sharing best practices

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Water-bottle filling station discussion is ongoing, discussed with SQS in Dec,	Principal	April	Suspended
NOV	More funding required for Lego League to be expanded	Principal	Sept?	UPDATE can be considered for



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	to Primary/Junior Grades, program is available in French.			school wide STEM programming, Ms. Murano will consult with staff for next year?
NOV	Assess need for Agendas for all classes, discuss with Staff,	Principal, Ms.Delfino	June	Update: Ms. Delfino will survey the staff and bring back feedback May, discuss for next year?
NOV	Assess 1st day of school procedures	Principal	June	
NOV	Trees around the school need trimming to unblock windows/ school name inquire with board for this service request.	Principal	April	Suspended
NOV	Inquire about a school sign, follow up with the SQS	Principal	March	Suspended
DEC	Follow up with the SQS in regards to poles that would mark off the turf and protect from plowing. Update seek clarity around this issue from head caretaker	Principal	June	
DEC	Shade Structure, Ice falling off the roof, safety concerns, inquire with the board	Principal	June	Brought to the attention of SQS, continuing to follow up with board reps,
DEC	Front Yard Low fence for Kindergarten, can SQS recommend a higher fence? To address with Trustee and Superintendent Can a platform be used around the mature tree in the front yard?	Principal	June	Engineered mulch in front will be topped up, follow up on platform in June



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	Looking into basketball nets for the primary area.			
DEC	Consult with staff in regards to a snack program and feasibility	Principal	Mar	Suspended
JAN	Revisit food allergy logistics with staff	Principal	Feb	Suspended
MAR	Connect with Parent from Cardinal Carter for an Arts program for senior students	Principal	April	Suspended
MAR	Forward additional school yard funding application to CSPC Greening Lead, Cindy	Principal	April	Closed
MAR	Share Student Climate survey results with CSPC	Principal	June	
MAR	Announce Mar 13th Green Civies Day on PA	Principal	April	Closed
MAR	Discuss back gate supervision with staff in preparation for back parking gate to be open.	Principal	April	Suspended
MAY	Welcome to Kindergarten Include CSPC pamphlet and FAQ in welcome to Kindergarten communication to new parents	Principal/ Darlene	May 25th	
MAY	Share Distance Learning Teacher and Parent best practices with the community	Principal	May	
MAY	Share parent concerns regarding the need for video conferencing with staff	Principal	May	
MAY	Paul Davis was scheduled to do a student talk in join with St. Edward school, follow up with Mr. Adessa to choose a date in the fall	Principal	June	
MAY	Are the planting beds accessible during the school closure	Principal	May	
MAY	Collaborate with CSPC on Grade 8 Graduation events	Principal/ CSPC	May	



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MAY	Discuss with TCDSB Senior Staff in regards to what options would be for an end of the year connection for teachers and students	Principal	June	
MAY	Returning to school Procedures What info can be given to parents to help prepare their child? Could they have a goodbye day at the beginning of the school year next year?	Principal	June	

Sub-Committee Updates

In 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		Ongoing
NOV	Kindergarten mulch top up	Cindy		Ongoing
NOV	Muddy Space outside office window, leave as is, redo in the Spring	Cindy/Principal	May	Can we plant during the closure?

Update

- Playground Application for the Playground reserve fund has been completed deadline to submit to the board is May 22
- Platers are delayed until school reopens
- Planting beds, are they accessible for Cindy to plant, Ms. Murano will find out
- Top up from school board, SQS has informed Ms. Murano that everything has been put on hold

Communications: Action Items



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Date Opened	Action Item	Responsible	Due Date	Status
NOV	Update Website: Double check content	CSPC	Feb	Ongoing
NOV	Parent distribution list	CSPC Exec	Dec	Keep Constant Contact and develop more efficient ways to maintain parent email list
DEC	Turf dress down days promote in newsletter April 22nd is Earth day, March 13th wear green for a donation	Magda	Feb	Closed
May	Constant Contact	Magda?	May	Renew subscription
May	Back to School Package	Subcommittee	June	Digitize the Back to School Welcome Package

Update

- Back to school Package, can we look to have more of a digital package?
- Can we form a subcommittee to digitize the package? Dacia and Leandra to connect with Magda, Darlene
- 2 email distribution list constant contact vs cspc email, continue with both and monitor parent involvement and develop more efficient ways to maintain parent email list
- Dacia motions to renew constant contact for \$200, 1st Christine and 2nd by Jana
- We can survey parents about communications
- Welcome to Kindergarten Night how can CSPC be involved this year? Could the school distribute our FAQ pamphlet? Yes can be added to the google site, please provide to school by May 25th

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	June	Reschedule
NOV	Math Night Workshop Planning, connect with board Math resource teacher	Magda/ Mr. Fogain		Reschedule
MAR	Confirm Confirmation and Communion Luncheon Dates with Ms. Wales	Jana/Leandra	April	Reschedule

Update



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- Welcome BBQ, set date for Sept 25th, CSPC is planning as usual until we are told we cannot hold this event. Many alternative ideas have already been proposed if we are not able to host this event. Because of the strong financial position our CSPC is in means we do not have to rely on this event for fundraising
- Confirmation, Communion, and Graduation are postponed and will be supported by CSPC when they are rescheduled.
- Jessica the Youth Pastor from St. Edwards has confirmed that the children will not need to re register or re prepare. Jessica has sent an email to parents with this information

OAPCE update

- May 4th was 2nd ZOOM virtual meeting, presentation by Rory McGukin, shared with parents what was happening at the board level and how they were responding to technology needs
- Paul De cock, head accountant, shared a presentation on what the expectations were for the TCDSB budget going forward
- Suggested TCDSB partner with OAPCE to help parents understand the TCDSB budget
- Superintendent Cacamo presented on student leadership and faith during the school closure
- May 9th had their virtual Summit
- Mr. Lecce was in attendance and answered questions
- Sarah Westbrook presented Permission to Mess up on Resiliency and not being afraid to fail
- Robert Gallo presented on living our virtues in a virtual world
- Paul Davis presented on Cybersecurity and Internet, gave tips on internet safety for all age ranges
- Will be surveying parent participants to see if they preferred meeting virtually to plan for future gatherings

Fundraising:

Action Items

Date Opened	Action Item	Responsible	Due Date	Status
DEC	Looking into community donations and sponsorship, with a CSPC letterhead businesses will donate to the school	Fundraising Committee	Ongoing	
MAR	Form subcommittee for cash online with lead parent Ana Carbonneau	Ana	Ongoing	
MAR	Create survey for Pizza Lunch	Leandra/ CSPC Exec	April	Closed



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Update

- Pizza Survey sent out through survey Monkey, 60 parents responded and about 95% already buy pizza, thus we don't have enough data to prove if changing the provider would generate more funds. There was a strong preference to change to Pizza Nova but people were still satisfied with Pizza Pizza, most prefer bi weekly pizza days and the two options of cheese and pepperoni
- Pizza Funds, a percentage of what is made from pizza funds has already been spent for this school year
- Pizza Funds (Students are missing 1/3 of pizza days this year,)...Pizza days are fundraisers and funds have been allocated to classrooms/field trips etc. which will need to be paid out once teachers can submit their receipts.
- Gr. 8 Gift Card an idea to acknowledge the grade 8s, school will also do something for the Gr. 8 and will collaborate
- Rose Reisman Lunch program model does not fundraise as much as Pizza

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
MAR	Pick a date for Mental Wellness Engagement Night	CSPC Exec/ Principal	April	

Update

- Events and plans for this year can be moved to next year

Parent Involvement: Action Items

Date Opened	Action Item	Responsible	Due Date	Status
JAN	CSPC Welcome package needs a subcommittee to help organize	CSPC	March	Subcommittee formed
JAN	Leandra will send out results of survey monkey volunteer roster to CSPC members, will connect with Heidi	Leandra, Heidi	Feb	Closed

Update:

-Paul Davis was scheduled to do a student talk in join with St. Edward school, Ms. Murano will follow up with Mr. Adessa to choose a date in the fall



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-AGM has to happen within the 1st 30 days of the school year, Oct 6th, 2020 if we head back to school on Sept 8th. Kathryn motioned to schedule AGM for Oct 6th, 1st by Dacia seconded by Tara

-Curriculum night has historically been the third week of September, and will likely be around the last week of September, Ms. Murano will discuss with staff

We might hold a CSPC meeting in September to help address any deferred items that need to be addressed

AOB:

-Ms. Murano will have discussions with TCDSB Senior Staff in regards to what options would be for an end of the year connection for teachers and students

-Pick up of classroom items will follow Toronto Public Health guidelines TBD

-What will class placement look like in September? What info can be given to parents to help prepare their child? Could they have a goodbye day at the beginning of the school year next year?

Parents please reach out during the school closure if there are any concerns the school is here to support

Dacia Motioned to adjourn meeting, 1st Kathryn seconded by Christine

Next meeting **June 2nd, 2020**