

# St. Cyril CSPC NOV Minutes

**Date: Tuesday, November 3, 2020**

Time: 6:30 p.m. –8:30 p.m.

Location: Virtual

## Attendees:

Parents	Parents	School Representatives
Kathryn Jaitley	Karen Timaran	Mme. Chahine
Christine Motran	Anna Pecchia	Mme. Palermo
Dacia Scali	Natalie Larmer	Mme. Wales
Tara Baker	Daniela Guzman	Mme. Pierini
Cindy Cryne		Mme. Delfino
Makela Peak		
Magda Dunn		
Leandra Giancola		
Oxana Dorfman		
Allison McCarthy		
Monica Figueredo		

**Minutes: Christine Motran**

**Opening Prayer** – Mme Chahine

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

Dacia and Cindy motioned to approve the agenda

Dacia and Tara motioned to approve the AGM minutes

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## Closed Action Items:

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Water-bottle filling station discussion is ongoing, discussed with SQS in Dec,	Principal	April	Closed Water bottle filling station will be installed on 2nd floor, expected Jan 2021
NOV	Assess 1st day of school procedures	Principal	June	Closed
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	Closed Grant funds will be used for the smaller front yard.
DEC	Consult with staff in regards to a snack program and feasibility	Principal	Mar	Closed
JAN	Revisit food allergy logistics with staff	Principal	Feb	Closed
MAR	Connect with Parent from Cardinal Carter for an Arts program for senior students	Principal	April	Closed Such programs are not allowed this year
MAR	Discuss back gate supervision with staff in preparation for back parking gate to be open.	Principal	April	Closed Back Gate is being used
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	Closed
June	Include September 15th CSPC meeting in final Newsletter,	Principal	June	Closed

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## Executive/Treasurer Report:

### Executive Action Items

Date Opened	Action Item	Responsible	Due Date	Status
NOV	Store and save constant contact login & passwords	CSPC Exec	Dec	Retrieve and save
NOV	Welcome package	CSPC Exec	Dec	Confirm events and school needs that can be supported by CSPC this year.
NOV	CSPC email List	CSPC Exec	Dec	Send Mme Chahine additional text to be used to promote sign up for CSPC email list

In a regular year CSPC would have sent their back to school communications package but this year we have had to revisit what events we can support for the school during the pandemic. Communication around events and donations is coming to the community.

Treasurer shared the 2020/2021 financial budget

Goals for fundraising this year is to support the purchase of smart TVs for the school to support ongoing virtual learning and permit virtual experiences like Scientist in the School, Art and Music.

Follow up with Ms. Rodriguez if numbers provided for students only included face to face students.

Mme. Chahine will need to inquire with the TCDSB and ELP team in regards to honouring students from last year (SK Grad)

Mme. Chahine is asking what the community wishes to do for the SK and is open for ideas.

Dacia motioned to make sure that equal funds are allocated for last year's SK grads and this year.

Parent question regarding supporting class tools for ELP classes as they were previously sharing many class materials.

Donations have yet to be requested from the parent community to support CSPC initiatives.

When we are clear on what we can fundraise for then we will ask for the donations and clarify for the parents how the council is supporting the school.

Motion to accept the budget Kathryn and seconded by Magda

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## Treasurer Action Items

Date Opened	Action Item	Responsible	Due Date	Status
Nov	Confirm with Ms. Rodriguez if numbers provided for students only included face to face students for budget projections	Treasurer	Dec	Open
Nov	Reassess bank fees and needs for this year	Treasurer	Dec	Open

## Principal's Update

Mme Chahine updated the group on the following:

Fire drill conducted at the beginning of October and followed the protocols and covid measures Staggered fire drill was conducted, 3 classes at a time to keep social distancing.

The next fire drill will not be announced.

Teachers will also review the safety procedures with their classes

Two lockdown drills are scheduled per semester, 4 per school year. One has to be conducted during unstructured time (recess, or lunch ) to assess how students will cope.

Picture day, many parents are reaching out to inquire about delaying picture day. The school is planning for picture day with the virtual students. Mme. Chahine has decided to postpone this to the spring and limit the entry of visitors to the school while the Covid cases are high going into winter.

Parent question: the SK grad picture is still outstanding from last year

Mme. Chahine said that Edge Imaging is finalizing the Gr. 8 and SK pictures will be sent out shortly.

Will parents receive a yearbook from last year? Follow up with Mr. Dippollito

How are SK students who missed the retake day represented in the class composite? Parent to follow up with email to Mme. Chahine

Civvies Day: This year Civvies are starting a little late this year. Planning to attach a fun theme to the days to be fun for the students. The plan is to use the civvies money to help fund the school and extra funds will be donated to ShareLife Charity.

Civvies funds will be used to support the purchase of waterjugs for the students because the fountains are out of use.

Students can participate in Civvies Day even if they do not pay.

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The payment is voluntary through cashonline.

A communication to parents to outline the dates and clarify the suggested amount requested.

Can parents donate cases of water? Principal confirms that parents are always able to donate. Please be mindful that St. Cyril is an Eco school and tries not to use disposable bottles as much as possible.

Water station will be installed on the 2nd floor by January. The 3rd floor is not being considered because there is a functioning washroom

Halloween was very successful. Students were still happy even though it was a little different. Hopefully the themed civvies day will have the same effect.

Trustee and Superintendent have been invited to our meetings

Parking is difficult around the school. Mme. Chahine is in discussion with staff around dismissal and pick up with the winter season approaching. The buses are too big to make the loop in the parking lot. Opening up the parking lot is not a safe option at the moment.

When the virtual students return to school what supports will they receive? (Agenda etc) These students will be given the same direction as the other students in their class.

The board will notify parents by mid November when students will be moving from different learning models.

## Principals

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	Dec	To inquire with former principal and TCDSB reps
NOV	Inquire about a school sign, follow up with the SQS	Principal	Dec	To inquire with former principal and TCDSB reps
NOV	Follow up with the caretaker in regards to poles that would mark off the turf and protect from plowing.	Principal	Dec	Follow up with caretaker

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NOV	Shade Structure, Ice falling off the roof, safety concerns, inquire with the board	Principal	Dec	To inquire with former principal and TCDSB reps
NOV	Honouring students from last year (SK Grad)	Principal	Dec	Inquire with the TCDSB and ELP team
NOV	Yearbook	Principal	Dec	Inquire with Mr. Dipolitto if there is a yearbook for purchase from last year
NOV	Civvies Days Date and payment clarification	Principal	Dec	Provide dates and clarification for \$9 & 18\$ donation to parent community
NOV	CSPC Parent email form	Principal	Dec	Send another communication to parents to sign up for CSPC emails through the google form
Nov	Assess EPIC reading program free offer to teachers to see feasibility for St. Cyril	Principal	Dec	Some teachers are already using reading programs with their classes

## 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	Dec	Open
NOV	Kindergarten mulch top up	Cindy		Closed

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## Update

- Action Item Willow Wall replacement status still in discussion with Board representative.
- Kindergarten Mulch was completed before the start of the year
- Front area in front of the office window has been mulched and some plants were planted.
- Planters were completed in September
- Christmas Urns, have been allocated for and will be done by December
- Reserve playground funding will go to a project in Spring 2021 to improve the front playground. Plans will be shared with the community when they are available.

## Communications:

### **Communications: Action Items**

<b>Date Opened</b>	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
NOV	Update Website: Double check content	CSPC	Feb	Ongoing
May	Back to School Package	Subcommittee	June	Ongoing Digitize the Back to School Welcome Package outlining events and donation request.

## Update:

Renewed the constant contact account and website.

Login and passwords were sent to CSPC email, keep them secure for succession planning

Update constant contact list for this year.

Google form was sent to parents in the principal update with limited sign up. Send a separate email to remind parents to sign up for the google form CSPC will send info to invite parents to join.

Twitter is up to 121 followers. A good way for all students to remain connected to the school.

### **Events: Action Items**

<b>Date Opened</b>	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
NOV	Virtual Advent Mass	Monica	Dec	Follow up with St Edwards

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Update

-Considering online community events for this year, perhaps the Christmas concerts can be done online this year.

Could we do a virtual Advent Mass through St. Edwards? Monica to follow up.

Ms. Delfino would help with readings for the mass.

Ideas for ways to increase attendance for this event.

Motion to investigate an advent mass for families first by Dacia and Seconded by Cindy

Will link to other fundraiser parent council members.

OAPCE- no update

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	
MAR	Form subcommittee for cash online with lead parent needed	needed	Ongoing	
NOV	Spiritwear	Leandra	Dec	Begin planning for this year's spiritwear order

Update

Action Items looking for community donations ongoing

form subcommittee for cashonline, might need new parent volunteers

Cashonline could be used for spiritwear. Marchants are now offering their online store, if we use it for fundraising we need to have sold a minimum of \$2000 to have the school profit from the sales. Shipping costs could be examined, parents might also be able to pick up from their offices. Due to the busy year Marchants cannot fulfil any orders until 2021. Council will review the feasibility of selling it this year.

Motion to move ahead with Spirit wear approved by Cindy and Allison



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-Pizza: Looking for a pizza provider to do individualised slices and follow COVID procedures. Considering staggering pizza days. Will update parents on status when a decision has been made for pizza days.

## **Student ED & Wellness: Action Items**

<b>Date Opened</b>	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
NOV	Paul Davis Internet Safety Student workshop	Makeala	Dec	Follow up with Paul Davis and secure a date

## Update

- EPIC offers a reading program to teachers. Please forward info to Mme. Chahine, so that the board can vet the program for privacy concerns and approve use.
- A couple teachers are investigating the use of this program currently.
- Will Je lis je lis reading program be renewed this year? It needs to be approved by the TCDSB.
- Student element of the Paul Davis internet Safety workshop still needs to be delivered this year to pick a date. Makela to follow up with Paul Davis with regards to options for this school year

## Parent Involvement

- Will circulate the roles document again to CSPC members

AOB:

Kathryn motioned to adjourn the meeting seconded by Christine

**Next Meeting Dec 1**