



**Saint
Peter**
CATHOLIC SCHOOL

St. Peter Catholic Elementary School
Catholic School Advisory Council Meeting
Tuesday October 17, 2023
6:00 pm

Name	Present	Absent
Lorraine Harris	X	
Sharon Forrow	X	
Tania Almeida	X	
Beth Freiter	X	
Anita Cozier	X	
Lizzy Hauser		X
Kristen Lauzon		X
Dawn Deklein	X	
Sheria Cotter	X	
Alyssa Younan		X
Silvana Marcos		X
Linda Knight	X	

Name	Present	Absent
Hufriya Adin	X	
Rosa Lourenco-Chora	X	
Shona Majuery	X	
Bree Almeida		X
Monique Chestney	X	
Ana Cvitanovic		X
Rachel Kumar		X
Jackie Steenbergen		X
Andrew Plester	X	
Lisa Cotter	X	
Christina Romano	X	

Items

Meeting commenced at 6:04 pm

1. Lorraine's Presence

- Lorraine won't always be leading the meetings at the front and center for the whole meeting
- The 'Get to know' from last time wasn't mandatory, but optional to get to know one another
- Lorraine believes her place is to let us know the best way we can help the school and what is going on within so she will provide the information we need to remain informed and then step back
- She wants us to continue to think about the equity statement we spoke about last time; it should be something we build as a committee over time, doesn't need to be immediate
- Lorraine will always be authentic and real and promises dignity and respect in her dealings with everyone

2. Land Acknowledgement, Prayer, and Welcome

- Land acknowledgement moment
 - Turn for Peace
- Opening prayer was read together; 1 Peter 4: 8-9

3. Student Transportation Services

- Lesley Maxwell – School Travel Planning Supervisor, Student Transportation Services of Waterloo Region – not present for the meeting
- Neighbours helping neighbours Event
 - Where – our school
 - When – October 25 6-730
 - What - Keep Calm Grant - \$500 towards improvements to help create a safer space for those who use it
 - Who – members of the community who use this public space impacted by the change to the street

4. September Minutes

- Will be kept on file for future

5. Fundraising

- We need to complete the fundraising form as a group, it is due in November
- Board improvement plan should contribute to where we need to go as a board which will influence our fundraising goals
- Teachers and the principal are currently working on developing their School Improvement plan
- Based on the EQAO results, we are a target school for the ministry in that we need to build up our capacity for our students
 - We are looking at kids who are really struggling
 - Putting 2 teachers in place who will work with those kids to fill the learning gaps
- One idea is for a parent night
 - We can share information with parents and tell them what they can do and what we can do (knowledgehook and mathology – 2 main apps)
 - Receive and then interactively with games with their kids – with kids and family and a separate night where they get engaged
- Lunch math 2 times a week – collecting games that work on some of the skills; will go through all the games in a doc and will choose the ones that best suit where they need to go; learn best when engaged and having fun

6. Chairs Commissioning Celebration

- Taking place November 8

7. Equity Statement

- There were preliminary discussions regarding the equity statement
- **ACTION ITEM: There was a suggestion to have everyone to send their idea for an equity statement by email to compile for next meeting**

8. Prayer for Bree

- Praying for Bree who has had a difficult day with her grandmother passing and her son falling and cutting open his face
- We are thinking of her and sending positivity

9. Events Committee

- Lead for the Events Committee – Christina Romano

- Subcommittee:
 - Anita
 - Dawn
 - Silvana
 - Rosa
 - Linda
 - Tania
 - Shona
 - Sheria
 - Bree
 - Kristen
 - Hufriya

10. Fundraising

- There are a couple of ideas for the big fundraiser
 - Big Box of Cards -\$35, \$10/box is the profit paid to the school
 - Wrapping Paper – 42% profit of sales
 - The big box of cards is an item on the sales
 - Also includes kitchen gadgets and does not include food items
 - Pricing is \$12 for a regular roll, jumbo roll is \$16
 - Epicure – food kits are \$25/kit with \$10 of each kit going to the school
 - 80s theme dance after school hours
 - An idea for the smaller fundraiser
- MacMillan’s last year had some dietary issues after the fact
- We need to submit our form by November 17th
- Mission Day will be a smaller fundraiser
- Subcommittee
 - Anita
 - Linda
 - Shona
 - Tania
 - Dawn
 - Silvana
- **ACTION ITEM: Dawn will send out a survey/vote with a summary of the options and have CSAC members vote**

11. Student of the Month

- There was discussion about how we want to support student of the month items going forward whether it be shirts, lanyards, etc and whether we will pay this from CSAC funds or the school budget
- Mrs. Harris has slowed things down to give teachers a break
- Bringing back the ‘What Would Jesus Do’ with a focus on spiritual development as a way to manage behaviour and understand that faith can be a practical part of their lives
 - Starting in January – every Friday
 - There will be gifts given to all of the successful kids
 - The school will be approaching CSAC to look for funding for those prizes

- There is potential for also a monthly award per class with a tshirt with the logo
 - We could use the current surplus of shirts and cricut on the WWJD logo
 - school budget or csac budget
- **ACTION ITEM: count the inventory we have of items already then revisit the discussion**

12. School Busses – Teams

- There is nobody to run the basketball teams
- Looking at the volleyball teams now but it is very difficult to get parent drivers who can commit
- Would CSAC consider funding the bussing for teams – it would be one bus to and from for each team
- **ACTION ITEM: Find out the number of team busses that would be needed**

13. Parking Lot

- Are we able to send out a safe crossing letter to go home?
- There are teachers in the back parking lot at the end of the day however it is felt that it is much worse in the morning, possibly because people are rushing to work
- It is much more difficult to staff the back parking lot during the morning because teachers are only required to arrive 15 minutes prior to the start of their day and that allows them time to prepare for their classes for the day
- Can we send a strong message on newswire emphasizes certain things like not having children run across the parking lot, use of the pathway, etc.
- If anyone is interested in helping with the parking lot issue, they can contact Lorraine

14. Budget

- There was a Bingo completed Friday night
- Again, we make a significant amount of money for the school with Bingo funds
- **ACTION ITEM: Shona to reach out to new Bingo volunteers to get their shirt sizing**

As of October 12, 2023			
SCHOOL YARD IMPROVEMENT			
Balance from last update			\$2423.57
		TOTAL	\$2423.57
SCHOOL COUNCIL FUNDRAISING			
Previous balance			\$0.00
		TOTAL	\$0.00
SCHOOL COUNCIL GENERAL			
Opening Balance			\$5755.88
		TOTAL	\$5755.88
LOTTERY			
Balance from last update			\$18464.38
Meet the Teacher Popcorn	-\$318.74		
		TOTAL	\$18,145.64

		GRAND TOTAL	\$26325.09
--	--	-------------	------------

15. Spirit Wear

- There was a spirit wear order that was posted to some classrooms in error, this was only intended to be for staff
- There will be another order available to families to go and order
- We have a spirit day every week on Wednesday
- Going forward we should consider purchasing one shirt per student for an end of the year gift – this has happened in other school

16. Meeting Dates

- The vote that was sent out had 25 responses. The majority of people chose Wednesday as the first option (28%); followed by Mondays and Tuesdays
- There was discussion regarding whether we want to rotate the days
- Decision made to have it on Wednesdays and create a Team meeting link to send out for those who can't attend to join virtually
- **Next Meeting Date – Wednesday November 15th**

ACTION ITEMS:

Item	Owner
Create an equity statement	CSAC
Send out an email to facilitate ideas for the equity statement ahead of the next meeting	Mo/Beth
Send out a summary of fundraiser options and a vote to all CSAC members	Dawn
Count the inventory of the shirts and other items at the school for spirit/student of the month	Mo/Beth
Confirm the number of busses that would be required for teams so CSAC can motion and vote on funding	Lorraine
Reach out to new Bingo volunteers to get shirt sizing	Shona