



St. Teresa
Catholic School Advisory Council Agenda
Tuesday, October 3rd, 2023
6:30 - 7:30pm Library
Meeting Minutes

Attendees:

Christopher Luciani	Sara Heimpel	Maggie Pugh
Cassandra Quartarone	Karen Schropp	Melanie Nobre
Whitney McKinley	Danielle Winter	Susan Gehl
Rob Sutherland	Maggie Lam	Andrew Cormack
Devynn Tavares (virtual)	Brijesh Das	Marta Sluszkiewicz
Joy Sereda (virtual)	Cara Sanders	Sharon Conlon
Melissa Meneghetti-Martin (virtual)		

Land Acknowledgement & Opening Prayer (Chris Luciani)

Welcome (Melanie Nobre)

Minutes approval from the last meeting (All)

- Shared in Teams Link for review
- Maggie Pugh motions to accept; Whitney McKinley seconds.

Financial Report/Priorities (Chris Luciani)

- Opening Balance
- Ideas from Staff for Support (see Principal Report)
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Budget Line	Opening Balance
Fundraising	\$0.00
General	\$3,267.72
Greening/Playground	\$982.07
PIC Grant	\$654.76

PRO Grant	\$0.00
Total	\$4,904.55

- Factory Shoe - \$1,969.00

Principal Report (Chris Luciani)

- Thank you for support of the raffle baskets - they looked great - raised \$2790.00
- CSAC responsibilities: [Catholic School Advisory Councils Memo APSC001](#)
- Introduced of Sharon Conlon, Public Health Nurse contact (provides support to increase access to health, food, housing, shelter, supports - Engagement areas)
- Updates for beginning of Year & Dates:
 - Co-curricular Jr. Soccer and Intermediate 3-pitch last week
 - Terry Fox Activities (Monday)
 - National Day of Truth & Reconciliation Sept. 30
 - Hot meal program - same as previous years (Wk 1-3 pizza, Wk 4 subs);
 - Picture day Oct 17;
 - Grade 8 retreat march 5-7 (\$185 per student);
 - March break includes Friday March 8;
 - Nutrition for Learning
 - "Safety Month" - drills and procedure review for students
 - Liturgical Planning is ongoing (with Father Lee and Deacon TJ)
 - Intent for families for reception of Sacraments has been shared with our students
 - Individual Education Plans - Oct 18th
 - PD Day Oct 6
 - Report Cards Nov 20
 - Parent Teacher Conferences Nov 23
- Ministry/Board/School Areas of Focus:
 - Early Literacy & Intervention - New Language Curriculum
 - Continued Mathematics & STEAM focus
 - Continued focus on Student Mental Health
 - Equity, diversity and inclusion.

- School spirit wear: will have the opportunity to do it twice - in the fall and spring; we would like the option to purchase additional items to be donated to someone within the school
- Areas of support for St. Teresa:
 - Busing & Trip Sponsorship
 - **MATH** Manipulatives - will ask once census is complete, math mats, laminating sheets
 - **Academics - Program support** - scientists in schools (last year was virtual), UW engineering outreach (ES Cube) is a free option
 - **Special Education** - Smaller noise canceling headsets for younger (K-2) students, sensory/ fidgets
 - **SPORTS** - Extra Curricular - shin pads, socks, goalie jersey, gloves, volleyball knee pads, baseball equipment (helmets, back-catch gear (chest protector), chin straps), hockey bags (with wheels), general storage (for jerseys, etc), shirts/ pinnies for track and field/ cross country, dodgeball style ball, etc.

CSAC suggestions (All)

- **D2L**: parents are having issues with the app; check with teachers to ensure content is being received
- Picture Day with **Pegasus**: questions why we moved to a new provider; Chris explained that we have a contract however it can be reviewed at completion.
- **School Cash Online**: can a separate guest account be created for guest donations and also find a way to go back to purchased/ paid items and repurchase or donate more? (**Chris** to look into this - *options available on SCO Ms. Rawski to include in the future*)
- **Portables**: more information sooner would be appreciated for the families and the community if we are growing
- **Donations**: General request for explanation on how donations work. (**Chris** to provide clarification)

- **Shared council calendar** - important school dates
 - [Year at a Glance](#)

Striking 2023-2024 Council (All)

Elected Positions:

- Pastoral Representative: **Sara Heimpel & Andrew Cormack**
 - Liaison between parish & CSAC
- Secretary - Recording Officer: **Devynn Tavares**
 - Take notes of meetings
- Treasurer: **Melanie Nobre**
 - Work with the school administration and ensure the accounts expenditures & funds match
 - Report on changes in budget lines as they arise
- (Co-)Chair: **Maggie Pugh and Melissa Meneghetti-Martin**
 - Collaborate with the school principal to set the agenda for the meetings
 - Collaborate with school/principal to oversee CSAC events/activities
 - Collaborate with school administration to (advise)
 - Ensure CSAC meetings follow the agenda proposed
 - Work with sub-committee(s) as appropriate
- Student Representatives: all in favour of students participating; **Mr. Luciani will ask grade 7 & 8**

Dance-a-Thon & Fund Raising (All)

- Strike sub committees (include students in the planning and execution)
- Council supports a halloween dance activity, but there are a lot of monetary asks at the beginning of the school year, so we would prefer to move the fundraiser to early in the new year
- Maggie Pugh motions to support Halloween dance activity, Melanie Nobre seconds.
- Dance-a-thon fundraiser to be planned for Valentine's timeframe

Christmas Craft Sale (Chris Luciani)

- Council requests to rename event to "Christmas Market"

Social Justice (Karen Schropp)

- Food drive (Easter)
- Sweater fundraiser (buy a goat)

Future Meetings (Chris Luciani)

- Student Representatives (Grade 7 & 8)
- 6:30-7:30 PM in School Library (Learning Commons)
- **Tuesday November 7, 2023**
- **Tuesday February 6, 2024**
- **Tuesday May 7, 2024**
- Sub-Committee Meetings as necessary