

St. Teresa Catholic School Advisory Council Minutes

Attendees:	
Christopher Luciani (Principal)	Cassandra Quartarone (Teacher)
Danielle Winter (Teacher)	Karen Schropp (Teacher)
Melissa Martin	Sarah Schoor
Stephanie Zepf	Maggie Lam
Melanie Nobre	Maggie Pugh
Marta Sluszkiewicz	Cara Sanders (Remote)
Rob Sutherland	

Welcome and Admin

- Vacant roles introduced as part of Agenda voted in:
 - o Co-Chair #2 – Sarah Schoor
 - o Co- Chair #1 – Maggie Pugh (stays on from previous council)
 - o Treasurer – Stephanie Zepf
 - o Secretary – Melissa Martin

Review of Budget/Funds

- WCDSB moved to a new accounting software which shows CPIC accounts in excess of \$10,000
 - o Based on documentation and receipts held by Mr. Luciani the account should be closer to \$8,000+
 - o **ACTION:** Mr. Luciani actively working with School Board members to clear up financials

Principal's Update

- The School Calendar is now up-to-date and available on the school's website
- Fundraising Goals for the year include:
 - o Transportation costs for trips, school teams, etc.
 - o Purchase of Spirit Wear for each student including new logo
 - o Greening/playground enhancement
 - o Classroom supplies
- School is due for new corporate and school logos
 - o Students and teachers to vote on preset options provided by board graphic designer
 - o New logo to be confirmed by November
 - o Aim for December to provide new Spirit Wear to all students
- Playground rejuvenation plan to be revised due to addition of portables

General Discussion

- School will apply for a lottery licence to ensure we can run raffles as a fundraising option

CSAC Meeting #1: October 3, 2024

- Lottery licence also required to participate in community Bingo Hall as a passive fundraising opportunity
 - Requires commitment for 1 year, including summers, of 1 night/month for approx. 3-4hrs.
- **MOTION:** To proceed with applying for the lottery licence in order to secure a spot with the Bingo Hall
 - **Maggie Pugh, Melanie Nobre (2nd)**
- Once the Bingo Hall spot has been secured poster to be created by Melanie Nobre to advertise for volunteers

- Halloween Dance-a-Thon Subcommittee Update:
 - Dance to take place on October 31st
 - Including a Haunted House in half of the gym with activities for kiddos that don't want to dance
 - Fundraising through donations on School Cash Online – event is free but donate if/what you can

- Fall Engagement Night?
 - Following success of the Parent Engagement Night in the spring is there opportunity to replicate earlier?
 - Plan for next year during “Open House”
 - Look at opportunities for Winter dates through the “Parent Engagement Subcommittee”

- Social Justice initiatives:
 - Clothing drive
 - Angel Tree
 - Candy Gram (Christmas)

- Lunchbox
 - Opportunity to switch service providers should wait until next school year but discussed in May 2025
 - Possibly trial a school run hot lunch?
 - Requires volunteers, no staff to assist, to see if this proof of concept is sustainable or worthwhile to keep costs down for families

- Plan for an end of year CSAC get together

- Factory Shoe passive fundraiser – is it possible to change the name of the account on the Factory Shoe system to make it easier to find?
 - **ACTION:** Chris to provide Melanie Nobre as the contact for managing that relationship