



Holy Spirit Catholic School Advisory Council  
Minutes – Tuesday October 8, 2024

AGENDA	PRESENTER	MINUTES
<b>ATTENDEES</b>		<b>Present:</b> Franco Petrella Tina McCallum Nancy Cherri Rose Bettio (Community Rep) Patricia Castelo Paul Kotsamanes Natalia Fraculj Rose Capistrano (Parish Rep) Tanja Pecnik Alysha Davy Sierra Gregorio Jennifer Williams Trish Gerth Tina McCallum Joey Stephens Laura Ferrante Geraline Laparan  <b>Regrets:</b> Alice Brasil Crystal Whyte (Teacher Rep)
<b>WELCOME</b> <ul style="list-style-type: none"> <li>• Land Acknowledgement</li> <li>• Opening Prayer</li> </ul>	Franco	
<b>Approval of Agenda &amp; Minutes</b> <ul style="list-style-type: none"> <li>• All action items to be focus of this meeting</li> </ul>	n/a	Joey Stephens motioned for approval of Agenda – Jennifer Williams 2nd the motion  <b>Minutes:</b> <ul style="list-style-type: none"> <li>• Going forward minutes will be reviewed by CSAC executive and posted as draft on school website.</li> <li>• After Minutes approved at next council meeting final copy will be re-posted if any changes</li> </ul>
<b>Principal Report</b> <ul style="list-style-type: none"> <li>• September/October Happenings</li> <li>• Constitution</li> <li>• Communication Protocol</li> </ul>	Franco	<b>CPIC:</b> There are currently positions available on CPIC, encourage others to get involved. <ul style="list-style-type: none"> <li>• <b>Action:</b> Going forward there should be a standing Agenda item for CPIC updates</li> <li>•</li> </ul> <b>Principal Report</b> <b>Book Sale:</b> <ul style="list-style-type: none"> <li>• Event was very successful, the funds raised go directly back into the library.</li> </ul>



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	<p><b>School Mass</b> was held in September</p> <p><b>Open House</b></p> <ul style="list-style-type: none"><li>• Event was successful, positive feedback received.</li></ul> <p><b>Terry Fox Run</b></p> <ul style="list-style-type: none"><li>• Great day, students really enjoyed the event. \$1300 raised which exceeded target goal of \$1000</li></ul> <p><b>School Population</b></p> <ul style="list-style-type: none"><li>• Currently 591 students enrolled, increase of 40 students from June</li><li>• Currently 50 Staff, EA allotment increased by 1 and ECE allotment increased by 1 this year</li><li>• All classrooms are currently being used</li><li>• Junior Classes are at full capacity, out of bounds and non-catholic applicants are not being approved at this time</li></ul> <p><b>Trespasser</b></p> <ul style="list-style-type: none"><li>• No further updates to report since last school messenger communication</li><li>• Trespass order was issued, if individual is seen on property policy to be contacted immediately</li></ul> <p><b>Food Drive</b> currently ongoing supporting St Ambrose Chapter of St Vincent de Paul</p> <p><b>Hard Candy Drive</b> will likely be done after Halloween again this year</p> <p><b>Oktoberfest Theme Day</b></p> <ul style="list-style-type: none"><li>• To be held Thursday October 10<sup>th</sup></li></ul> <p><b>PA Day</b></p> <ul style="list-style-type: none"><li>• Friday October 11<sup>th</sup></li></ul> <p><b>Halloween</b></p> <ul style="list-style-type: none"><li>• Teacher organizing divisional dances on Halloween</li></ul> <p><b>Boundary Review</b></p> <ul style="list-style-type: none"><li>• Will occur in Dec 2024/Jan 2025</li><li>• New school being built off Branchton Rd will be half Catholic, half Public school with expected opening Sept 2026</li><li>• Communication will come from Board Office but some representation from Parent Council will be required for the review</li></ul>
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		<p><b>Constitution</b></p> <ul style="list-style-type: none"> <li>• There is a work being done to try to come to one common constitution for all parent councils but for now we will continue to use the Holy Spirit CSAC Constitution</li> </ul> <p><b>Subcommittees for this year</b></p> <ul style="list-style-type: none"> <li>• Christmas lunch (Trish, Jen, Nancy, Natalia) <ul style="list-style-type: none"> <li>◦ Any council member can help with collecting donations</li> </ul> </li> <li>• Pancake Breakfast</li> <li>• Fundraising</li> </ul> <p><b>CSAC Agenda Items</b></p> <ul style="list-style-type: none"> <li>• Any agenda items wanting to be covered at a CSAC meeting must be submitted in writing to Principal and Chair a minimum of 7 days in advance of meeting.</li> </ul> <p><b>Communication Protocol</b></p> <ul style="list-style-type: none"> <li>• Sent out via School Messenger on October 4, 2024</li> <li>• Any concerns must be addressed first with the staff and if not resolved, individual should follow communication protocol outlined in APC001.</li> </ul> <p><b>School Communications</b></p> <ul style="list-style-type: none"> <li>• School Messenger is the only form of school communication going forward</li> <li>• Newswire has been decommissioned</li> <li>• New school website designed over the summer</li> </ul>
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Establish Council Meeting Dates</li> <li>• Christmas Lunch? – Tuesday December 17<sup>th</sup></li> </ul>	<p>Franco</p>	<p><b>2024/2025 CSAC Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• November 26- after Family of Schools Event @ Monsignor Doyle</li> <li>• January 28, 2025</li> <li>• February 25, 2025</li> <li>• April 29, 2025</li> <li>• May 27, 2025</li> </ul> <p>Christmas Lunch to be held December 17, 2024</p>
<p><b>Treasurer Report</b></p>	<p>Franco</p>	<p>The following categories will be covered by School Council School Generated Funds:</p> <ul style="list-style-type: none"> <li>• <b>School Wide Celebrations</b> (ie/ Turkey Lunch, Pancake Day, etc)</li> <li>• <b>Classroom Celebrations</b> (ie/ Joy Week, Halloween, Easter, etc)</li> </ul>



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		<ul style="list-style-type: none"> <li>• <b>Sacraments</b> (ie/ Reconciliation, First Communion, Confirmation gifts &amp; programs, Bible Celebration, etc)</li> <li>• <b>Graduation</b> (composite &amp; folder)</li> </ul>
<b>Fundraising Report</b> <ul style="list-style-type: none"> <li>• Fundraising Goals</li> <li>• November Fundraiser? School?</li> <li>• Spring Fundraiser for Council?</li> </ul>	Franco Alysha	November School Fundraiser- Looking at Terra Flowers Valentines Day fundraising event to be organized by CSAC
<b>Community Report</b>	Rose	<ul style="list-style-type: none"> <li>• Breakfast with Santa- December 7, 2024</li> <li>• PD Day Camps available</li> <li>• Friday Night community dinners are being held at Kinbridge location (previously at Forward Church)</li> </ul>
<b>Parish Report</b>	Mary Rose	<b>Youth Night</b> <ul style="list-style-type: none"> <li>• First night held last week and was very successful.</li> <li>• 16 kids participated (ages 12-18yrs old)</li> <li>• Youth Night will be held every other Monday night</li> </ul>
<b>Elections:</b> <ul style="list-style-type: none"> <li>• <b>Chair</b></li> <li>• <b>Co-Chair</b></li> <li>• <b>Secretary</b></li> <li>• <b>Treasurer</b></li> <li>• <b>Fundraising Chair</b></li> <li>• <b>Volunteer Coordinator</b></li> </ul>	Franco/Tina	<b>Chair</b> <ul style="list-style-type: none"> <li>• Jennifer Williams nominated Trish Gerth</li> <li>• Nancy Cherri seconded the nomination</li> <li>• <b>Trish Gerth accepted position</b></li> </ul> <b>Co-Chair</b> <ul style="list-style-type: none"> <li>• Trish Gerth nominated Jennifer Williams</li> <li>• Laura Ferrante seconded the nomination</li> <li>• <b>Jennifer Williams accepted position</b></li> </ul> <b>Secretary:</b> <ul style="list-style-type: none"> <li>• Trish Gerth nominated Patricia Castelo</li> <li>• Nancy Cherri seconded the nomination</li> <li>• <b>Patricia Castelo accepted position</b></li> </ul> <b>Treasurer:</b> <ul style="list-style-type: none"> <li>• Laura Ferrante nominated Geraline Laparan</li> <li>• Tanja Pecnik seconded the nomination</li> <li>• <b>Geraline Laparan accepted position</b></li> </ul> <b>Fundraising Chair:</b> <ul style="list-style-type: none"> <li>• Alysha Davy nominated Laura Ferrante</li> <li>• Jennifer Williams seconded the nomination</li> <li>• <b>Laura Ferrante accepted position</b></li> </ul> <b>Volunteer Coordinators</b> <ul style="list-style-type: none"> <li>• Jennifer Williams nominated Nancy Cherri and Natalia Fraculj</li> <li>• Sierra Gregorio seconded nomination</li> <li>• <b>Nancy Cherri and Natalie Fraculj accepted the positions</b></li> </ul>



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<b>Adjournment</b>		Meeting adjourned at 7:45pm Next Meeting: November 26, 2024 @ 6pm during Monsignor Doyle's family of schools event.