

CANADIAN MARTYRS CATHOLIC ELEMENTARY SCHOOL

Catholic School Advisory Council Meeting

Proud Home of the Crusaders.

Tuesday, May 12, 2026,
Library Learning Commons
6:30-8:00pm

Facilitators: G. Querin, T. Bolton
Recorder: C. Bradshaw

MEETING AGENDA

Land Acknowledgement & Prayer	A. Gordon
Cheque Presentation Paul from Gino's Pizza	J. Kelly
CSA Council Chair:	
1. Review of April Meeting Minutes	G. Querin T. Bolton
Budget Report:	
2. CSAC Budget Report & Accomplishments	M. Lecuyer
3. Lottery Accounts & Licenses	M. Lecuyer
4. PRO Grant Decision	M. Lecuyer
Principal's Report:	
5. Safety Concerns Update	G. Lankowski
6. Projected Enrolment & Staffing Update	G. Lankowski
7. Board Game Drive	A. Gordon
8. G6&G7 Celebrations of Learning & Achievement Update	A. Gordon
Committee Activities:	
9. Welcome to Kindergarten Night	G. Querin
10. Meet the Staff Night in September	G. Querin, T. Bolton
11. Yearbook	T. Bolton
12. Playground/Play Structure	T. Bolton
13. School Traffic Management & Student Safety	T. Bolton
14. Fundraising	G. Querin, T. Bolton J. Kelly
Financial Requests:	
15. Teacher Requests	M. Forestell

<p>Next Meeting → Tuesday, June 9, 2026 6:30 – 8:00pm</p>
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**CANADIAN MARTYRS CATHOLIC ELEMENTARY SCHOOL
CATHOLIC SCHOOL ADVISORY COUNCIL**

"Proud Home of the Crusaders."

Minutes of the Meeting

Tuesday, May 12, 2026,
Library Learning Commons
6:30-8:00 pm

Facilitators: G. Querin, T. Bolton
Recorder: C. Bradshaw

Present: Gary Lankowski, Greg Querin, Tristan Bolton, Courtney Bradshaw, Julia Kelly, Jenn Goncalves, Andrew Gordon, Marla Lecuyer, Olia Nikolaiets, Sunday Onifade

Regrets: Shyenne Tester, Luis Mendes De Souza, Michelle Letwin, Michael Forestell

Land Acknowledgement & Prayer were led by Andrew Gordon
Cheque Presentation Paul from Gino's Pizza led by Julie Kelly

Catholic School Advisory Council Chair:

1. Review of April Meeting Minutes
 - (a) Budget 10621- 13670 council balance
 - (b) CSAC annual report update, CPIC and PRO Grant discussion
 - (c) Projected enrollment for 2026-27 of 381 students, May 21 welcome to kindergarten night
 - (d) Frozen yogurt discussion, yearbook committee update, playground committee needs, Spring Bash Fundraiser, traffic and school safety update from STSWR
 - (e) Request from Gary for awards for grad, 6/7s will get some sort of smaller celebration, spring spirit wear launch

Budget Report:

2. CSAC Budget Report & Accomplishments
 - (a) Marla discussed the updated CSAC budget
 - (b) The current balance for each budget line is as follows:

Opening Balance	\$10,621.74
Fundraising (4000)	\$0
CPIC Grant (4030)	\$500.00
Council General (4010)	\$7,144.51
PRO Grant (4040)	\$800.00
Play Structure (5080)	\$5,625.89
Yearbook (5070)	\$1,219.26
Council Funds Balance	\$14,070.40

- (c) We received the PRO Grant of \$400 for this school year
- (d) A copy of the May Budget Report is included with the minutes below

[Copy of 2026- 05 May Budget Report.pdf](#)

3. Lottery Account & License
 - (a) Marla discussed the Bingo option; it would need 2 volunteers every 4 weeks for 4 hours, some training required
 - (b) Looking to get this started for next year as there is some admin work to be done to get on a waitlist
 - (c) Multiple licenses are needed for each type of lottery i.e., Bingo, raffle, 50/50 would need 3 separate approvals and accounts
 - (d) Marla will get started on the application process for this
4. PIC Grant Decision
 - (a) Will be put towards agendas again for this school year
 - (b) PIC grant decision should be at first meeting of next year in the case that we want to use it for something else

Principal's Report:

5. Safety Concerns Update
 - (a) Signage has come to adjust speeds and safety from STSWR
 - (b) Clip on the hydro line was loose and has now been removed/repared
 - (c) Still waiting for the repair to the flagpole
 - (d) Cement has been built up in the parking lot near waste/recycling containers
6. Projected Enrolment & Staffing Update
 - (a) .5 planning time teacher still needed
 - (b) 4 ECE have been confirmed for next year
 - (c) 1 period French teacher and .5 Planning Time teacher still needed
 - (d) Final update will be 3rd week of June
7. Board Games Drive
 - (a) Next year's grade 4-6 teachers chose what they wanted
 - (b) 70-80 games were donated
8. G6 & G7 Celebrations of Learning & Achievement Update
 - (a) Having Father Ed or Deacon Sean here to acknowledge
 - (b) Ideas being discussed for a token for the kids to take with them to remember their time at Canadian Martyrs
 - (c) Having some sort of mural or something for the kids to design
 - (d) Celebration for grade 6s will be June 18, grade 7s will be June 19 parents will most likely be invited to come celebrate as well; discussion of refreshments being included etc.
 - (e) What is decided on as the celebration this year, will be used going forward
 - (f) Andrew Gordon will let us know at the next meeting if financial help is needed

Committee Activities:

9. Welcome to Kindergarten Night
 - (a) Time change to 5-630 on May 21
 - (b) Gary has okayed us putting a package together to add to the kindergarten bags
 - (c) Julia will be in attendance and either Greg or Courtney will be there to assist depending on availability
 - (d) Julia is revamping the display board as it was thrown together quickly the past years and could use a bit of a refresh

10. Meet the Staff Night in September

- (a) There is a document in the shared folder to sign up for committees
- (b) we need to have a plan ready going into the next meeting for what we want to have at this night
- (c) questions: do we need food trucks or the catering company previously used? Do we want to purchase any lawn games etc. for the kids to use during the night (we could use money from the grant for this type of thing)? Will we have a table set up there to discuss who we are and try more recruiting?

11. Yearbook Committee

- (a) Submitted on time
- (b) 169 books were ordered and will take 4-6 weeks to be delivered
- (c) No principal message as grade 8s needed more space, will have less classes next year so if we keep the same number of pages, we have more room for miscellaneous

12. Playground Committee

- (a) Playground open- Tristan voiced concerns about some parts of the playground - worn, jagged metal
- (b) Gary has reached out and maintenance came out the following day to temporarily repair it

13. School Traffic Management & Student Safety

- (a) Gary and Andrew to meet separately with representative and relay info to us

14. Fundraisers

- (a) Soil bag not as successful as we hoped with \$40 raised, but code is valid all year
- (b) The sooner we start next year the bigger savings, and this could be more successful

Financial Requests:

15. Other Requests

- (a) Master list of contacts in the case that someone with information steps back from council etc.
- (b) Vote in June about a budget for equipment for next year
- (c) Approve spirit wear for next year

The meeting adjourned at 7:53 pm.

Courtney motioned for adjournment and Tristan seconded the motion.

<p>Next Meeting → Tuesday, June 9, 2026 6:30-8:00pm</p>
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