



St. Agnes

Catholic Elementary School

CSAC Meeting Minutes: Tuesday, October 6 at 6:00pm

Attendees: Kahlyn P, Megan B, Kathy B, Andrea C, Diane D, Alison W, Heather G, Natasha D, Jessica E, Amanda, S. Gorloff, K. Thiel, D. Mastroianni, L. Johnston, Rayna C, Mark V

Regrets: Alex K, Michelle M, Brittany R.

Time: 5 mins	Opening Introductions
• Opening Prayer and Land Acknowledgement - Ms. Johnston • Introduction & Welcome! ◦ Principal - Mr. Mastroianni ◦ Vice Principal - Ms. Johnston ◦ Staff Representatives - Ms. Thiel and Ms. Gorloff • Why we/CSAC gather: https://www.wcdsb.ca/about-us/policies-and-administrative-procedures/catholic-school-councils-apsc001/	

Time: 25 mins	Principal's Report: Student Engagement, Achievements, WCDSB updates
• New Staff: JK, 2/3, Gr 1/2, Gr 1, planning time, Gr 6, Gr 5, G4, Gr 5, FSL • Student Enrollment: 629 Actual (Projected was 650) • Class Restructuring: Fri Oct 9 is deadline, restructuring not anticipated but numbers are close • School Clubs and Teams, Fall Offerings: Int. 3-pitch, Jr. soccer, Int. flag football, girls basketball, boys volleyball, E-sports and robotics • School Organized Lunches: pizza (Fridays), johnny fresco (alternate Wednesdays), booster juice. Discussion of another offering for alternate Wednesdays, admin to review and decide • Lunch schedule adjustment: Gr 1-3 eat 1st, then Gr 4-8 2nd. This allows for more spread on playground. Staff working through kinks re transitioning back inside, keeping hot lunch in warmers • Assemblies: Theme for Inspired to Engage: The World Needs More Purple People (5 part 'series' to align with Catholic Expectations. 'Catching a Purple Person' opportunity to recognize students • Capital Improvements and Facilities updates - nothing to report • Safety Concerns Updates - parking and busing: parking lots to remain closed to parents. Communication re late buses etc is being worked on, admin are advocating with Student Transportation. Query re taxis in back lot, can they be out front? No room with buses. Continued education needed re parents/students not walking through/waiting in parking lot, need to stay on sidewalk. Only 1 taxi pick up/drop off this year. Staff to follow up on putting pylons across back parking lot entrance.	

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1. **Executive & Voting Members** - nominations and vote on members. [CSAC Constitution](#).
 - a. Voting Members Recap 25/26: All can contribute to discussion. Only voting members can vote on financials.
 - b. Chair & Co-chair - min. 2 year commitment: *Megan B, Kahlyn P (2nd by Rayna, confirmed by majority)*
 - c. Secretary: *Rayna (2nd by Kahlyn, confirmed by majority)*
 - d. Treasurer: *Heather G (2nd by Megan, confirmed by majority)*
 - e. Parish Representative: *Kathy (2nd by Kahlyn, confirmed by majority)*
 - f. Parent Representative: *Andrea C, Alison W, Natasha D, Diane, Mark, Alex, Michelle, (Amanda, Jessica)*
2. **Budget Report:**
 - a. CSAC Budget Report & Accomplishments
 - b. Fundraising 2025/2026 recap:
 - i. Minor Net Revenue \$5,685.00
 - ii. Major Net Revenue \$12,864.00
 - c. Financial Requests: all CSAC committee leads to come with cost projections for next month's vote. Staff to bring suggestions/pricing x2 weeks before. Due Oct 20.
 - d. Current Budget/opening balance: \$18,677.03

School Council Activities and Resources**Category Umbrellas**

		Opening Balance	Expense	Revenue	Balance
School Council - Fundraising	4000	\$0.00	\$0.00	\$222.00	\$222.00
School Council - General	4010	\$18,147.75	\$0.00	\$0.00	\$18,147.75
School Council - Greening/Playground	4020	\$0.00	\$0.00	\$0.00	\$0.00
School Council - PIC Grant	4030	\$191.97	\$0.00	\$0.00	\$191.97
School Council - PRO Grant	4040	\$115.31	\$0.00	\$0.00	\$115.31
	Totals	\$18,455.03	\$0.00	\$222.00	\$18,677.03
	Grand Totals	\$18,455.03	\$0.00	\$222.00	\$18,677.03

- e. Budget summary June 2026 [available](#)
- f. Applications need to be made for PIC/PRO grant 2026/2027.
- g. Factory Shoe fundraiser - still in effect, funds need to be collected. *Kahlyn to follow up on collection. Reminder cards to be sent home next week by classroom teachers in anticipation of winter boot shopping.*
- h. Budget 2026/2027 Vote at November meeting - *date is Tues Nov 3rd 6pm.*

3. CSAC Events 2026/2027:

- a. Planning CSAC [Events](#) for review, available to any CSAC member, does not require to be a voting member. *Lead & subcommittee assigned for several upcoming events*
- b. **Update on Active Events**
 - i. **Oktoberfest Lunch & Assembly Oct 15:** Uncle Hans visit and Polka Chicken Dance. Gr 1-5 in gym (kindie class visits), Food Sales: sausage on bun and pretzels. SCO is live Sept 25-Oct 8. Sales will form part of minor fundraising.
 - ii. **Minor Fundraiser: Glow in the Dark Dance-a-thon - Oct 30: Goal \$7,000**
 1. Events Offered: Sale of Popcorn (4wks), Glow Items (3 Donation Pkgs \$15, \$25, \$50 + Open Donations). SCO Live Sept 28-Oct 23.
 2. Volunteers Needed: call out to be sent shortly, must have VSC approval. Date: Oct 29- Set up 6pm start, Event date - Oct 30
 3. Next subcommittee meeting: Oct 14 at 7pm in library.

4. **Volunteering VSC Requirements:** Admin to update on what is required, how they are tracking VSC approved volunteers for events/field trips. CSAC Members Volunteer [tracker](#). *Admin is tracking completed volunteers in binder.*
5. **School Website & Communications**
 - a. Updates to school [website](#):
 - i. School Council: update message, upload 2026 minutes and budgets, post upcoming meetings. Who is responsible for uploading 2026/2027 information? *Minutes to go to Hadel to send to board*
 - ii. Principal's message - update from Dan currently from Gilda. *Admin to f/u with board*
 - iii. Calendar - add Sacrament dates (First Communion and Confirmation). *Admin to f/u with board*
 - iv. Are we utilizing School Messenger or just email notices? *Admin to discuss using Aspen (current no reply email) vs School Messenger*
 - b. **School Newsletter** : Can we have a CSAC section in each one to include upcoming meeting dates, highlight volunteer opportunities, etc.
6. **Indigenous garden project:** Mark to update and funding. *No staff currently assigned, perhaps tie into Earth day. Indigenous project did not move forward. Staff to explore garden club.*
7. **Year book:** to be run by Ms. Pawelko

Next Meeting Dates	All meetings held at St. Agnes CES Library, 6pm-7:30pm. ● November 3, 2026 - Budget Meeting, Voting members to attend. ● January 5, 2027 ● March - TBC ● April - TBC ● May - TBC - Closing Meeting with Budget report ● June - TBC - Celebration and thanks!
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