



Catholic School Council Meeting Minutes
 St. Elizabeth Catholic Elementary School
 Date: November 10, 2018

DATE: November 10, 2018		RECORDED BY: Sasha Donker
MEETING COMMENCED: 6:33 pm		MEETING ADJOURNED:
ATTENDANCE		
CSC MEMBERS		OTHER ATTENDEES
Shawna Gavas, Chair	Present	Amanda Flemming - Teacher
Jenn McCaig, Vice-Chair	Present	
Sasha Donker, Secretary	Present	
Amanda Levesque, Treasurer	Present	
Rose Welch-Herd, Parent Rep.	Present	
Quisha Ramatour, Parent Rep.	Present	
Laura Straughan, Parish Rep.	Regret	
Halina St. Jean, OAPCE Rep.	Present	
Gerard Van den Wildenberg, Principal	Present	
Nicole McGill, Vice-Principal	Present	
Deanna Feeney, CUPE Rep.	Present	
Beth Cunningham, Teacher Rep.	Present	
PRIOR MEETING'S MINUTES		
Minutes of:	October 1 st , 2018 Motion 4 – 1 st Halina, 2 nd Quisha	
MEETING ACTIVITY		
Item	Details	
Attendance	Review of Attendees/Regrets	

Opening	Welcome and Opening Prayer by Jenn
Agenda	Review and adopt agenda
Prior minutes	Review and adopt prior meeting's minutes
UNFINISHED BUSINESS	
Old Business	<ul style="list-style-type: none"> Shawna reported discrepancies between the Recipes in a Jar totals and summary provided by company. Balanced report to be completed.
NEW BUSINESS	
New Business	<ul style="list-style-type: none"> Presentation from Tara Gerosavas on behalf of ----- – Option for Intermediate classes to participate in presentation of animal forensics and science careers in the forensic field. The cost for the presentation was noted to be \$300 plus taxes and travel fees. Tara Gerosavas explained that as there were 2 other school interested in scheduling the presentation; it was agreed upon to split the travel fee amount among all three schools. Due to the current budget, it was suggested that this Animal Forensic presentation replace Scientist in the Classroom program for Intermediate classes. Amanda Flemming requested on behalf of the intermediate teachers that the forensics presentation be scheduled in addition to the Scientists in the Classroom program. Gerard Van den Wildenberg advised that the school budget will help cover the cost for scheduling the forensics presentation and requested that if there is a surplus in the Council budget; that the school be reimbursed for the fee incurred.
COMMITTEE REPORTS	
Committees	<ul style="list-style-type: none"> Nothing to report.
REPRESENTATIVE AND COMMITTEE REPORTS	
Principal	<ul style="list-style-type: none"> Nothing to report.
OECTA Rep.	<ul style="list-style-type: none"> Nothing to report.
CUPE Rep.	<ul style="list-style-type: none"> Nothing to report.
Treasurer	<ul style="list-style-type: none"> Lunch program totals: <ul style="list-style-type: none"> Pizza - \$1700, Subway - \$110, Alternative \$450 (transferred over) Amanda requested that two skating dates (January and February) be chosen so rink and buses can be scheduled.

- Amanda explained the Boston Pizza receipt program which raises 10% of the total from every receipt signed by the customer with our school name. An e-blast will also be sent to all families advertising the program.

Budget Overview:

- Amanda reported the estimated budget expenses for the 2018-2019 school year to be \$33,000. The budget has been calculated to break-even.
- \$50 has been allotted to the Petty Cash fund. This amount will be taken from the PRO Grant.
- Based on previous years, \$600 will continue to be allotted for the Welcome BBQ (September 2019)
- The Christmas Lunch budgeted expense will continue to be set at \$2000.
- Student Education Funds expense which provides \$200 per class for Field Trip subsidy was set \$5000.
- Library Funding to be transferred will remain at \$750.
- E.C.E petty cash will remain at \$300; \$75 per class.
- As the majority of the funds for Program Support Teachers and the Special Education team were not spent during the last year, they have now been removed.
- Based on last year's expenses, the funds for Sacramental gifts/celebrations has been reduced to \$100.
- Council will continue to allot \$300 to fund a student to the Grade 8 Muskoka Trip; who may otherwise not have had the opportunity to participate.
- \$2700 has been expensed for Agendas and FDK Communication bags.
- Council will continue to provide freezies for the school Play Day. The expense has risen due to student increase.
- Massively Math Jam expense for the following year has increased by \$50 due to expected number of attendants as noted in previous year.
- Anti-Bullying/Social Media presenter budget for the current or following year to be announced. The idea of having a wall in the school painted with a positive message was discussed. This could be completed by volunteer parents, donation or minimal cost.
- As this event has been a great success in the past, a Movie under the Stars night will be scheduled this year as the annual spring school community event.
- Shawna advised there were no current plans to schedule the Watoto Choir presentation. The Council donation was not accounted for this year, however, proceeds from popcorn and/or ice cream sales may suffice.
- Technology expense to include purchase of six I pads and protective covers. Deanna Feeney confirmed one I Pad has already been purchased.
- The gym equipment and technology funds at a total of \$6225 was discussed. It was concluded that \$4000 be allotted to cover the purchase of the I pads and the remaining \$2225 be expensed towards the gym projection system. As the

	<p>cost of the system is estimated to be approximately \$8000, this year's funding will carry over to the following year.</p> <ul style="list-style-type: none"> • Ideas for Spring Fundraisers were discussed. It was suggested that the Spring Fundraiser plans be kept simple. Ideas of Easter bake sales at St. Joseph's Church and Boston Pizza Celebrity Servers events were shared. Discussion to continue at a later date.
Parent Reps.	<ul style="list-style-type: none"> • No student reps chosen at this time
Parish Rep.	<ul style="list-style-type: none"> • Each school asked to advertise Friday youth dances
ACTION ITEMS	
Action Items	<ul style="list-style-type: none"> • Two skating dates to be chosen; rink and buses to be scheduled. • Amanda to send Boston Pizza e-blast. • Shawna to confirm if Watoto Choir will be scheduled. • Ideas for future fundraisers to be compiled.
Next Meeting	December 10 th , 2018
Closing	Closing prayer read by Jenn
Adjournment	Meeting conclusion at 8:11pm

Catholic School Council Meeting Agenda
St. Elizabeth Catholic Elementary School
Date: November 12th, 2018

MOTIONS	
Motion #18/19-04 – Shawna Gavas	
Motion moved by: Halina St. Jean	Seconded by: Quisha Ramatour
Be it moved that:	Approval of Minutes of October 1, 2018
Motion #18/19-04 Amanda Levesque	
Motion moved by: Jenn McCaig	Seconded by: Halina St. Jean
Be it moved that:	Outstanding amount due to Recipes in a Jar be paid in full.
Motion #18/19-06 Amanda Levesque	
Motion moved by: Sasha Donker	Seconded by: Halina St. Jean
Be it moved that:	Approval of petty cash amount of \$50 for 2018/2019 school year taken from PRO Grant.
Motion #18/19-07 Amanda Levesque	
Motion moved by: Deanna Feeney	Seconded by: Rose Welch-Herd
Be it moved that:	Approval of \$600 budgeted for Welcome BBQ (September 2019).
Motion #18/19-08 Amanda Levesque	
Motion moved by: Jenn McCaig	Seconded by: Sasha Donker
Be it moved that:	Approval of expenses for CSC provided student Christmas Lunch.
Motion #18/19-09 Amanda Levesque	
Motion moved by: Deanna Feeney	Seconded by: Halina St. Jean
Be it moved that:	Approval of expenses of \$200 per classroom for Field Trip subsidy.
Motion #18/19-10 Amanda Levesque	
Motion moved by: Halina St. Jean	Seconded by: Sasha Donker

Be it moved that:	Approval of classroom support and incentive fund reduced to \$75 per classroom.
Motion #18/19-11 Amanda Levesque	
Motion moved by: Jenn McCaig	Seconded by: Quisha Ramatour
Be it moved that:	Approval of \$750 expensed for Library funding needs.
Motion #18/19-12 Amanda Levesque	
Motion moved by: Halina St. Jean	Seconded by: Jenn McCaig
Be it moved that:	Approval of petty cash amount of \$75 per ECE teacher.
Motion #18/19-13 Amanda Levesque	
Motion moved by: Halina St. Jean	Seconded by: Quisha Ramatour
Be it moved that:	Approval of \$100 expensed for sacramental gifts and celebrations.
Motion #18/19-14 Amanda Levesque	
Motion moved by: Sasha Donker	Seconded by: Jenn McCaig
Be it moved that:	Approval of subsidizing fees pertaining to Grade 8 Muskoka trip for one student.
Motion #18/19-15 Amanda Levesque	
Motion moved by: Jenn McCaig	Seconded by: Quisha Ramatour
Be it moved that:	Approval of \$800 expensed for Grade 8 graduation celebration.
Motion #18/19-16 Amanda Levesque	
Motion moved by: Halina St. Jean	Seconded by: Sasha Donker
Be it moved that:	Approval of funding for student agendas and FDK communication bags.
Motion #18/19-17 Amanda Levesque	
Motion moved by: Jenn McCaig	Seconded by: Halina St. Jean
Be it moved that:	Approval of budgeted expense for providing freezies for end of year Play Day.
Motion #18/19-18 Amanda Levesque	
Motion moved by: Quisha Ramatour	Seconded by: Deanna Feeney
Be it moved that:	Approval of allotted funds for 2019/2020 Math Jam.
Motion #18/19-19 Amanda Levesque	
Motion moved by: Sasha Donker	Seconded by: Quisha Ramatour

Be it moved that:	Approval of funding for two skating trips (rink and bus rental) for 2019 winter season.	
Motion #18/19-20 Amanda Levesque		
Motion moved by: Halina St. Jean		Seconded by: Quisha Ramatour
Be it moved that:	Approval of \$1500 carry over amount for 2019/2020 school year.	
Motion #18/19-21 Amanda Levesque		
Motion moved by: Sasha Donker		Seconded by: Quisha Ramatour
Be it moved that:	Approval of \$1000 expense allotted for Movie Night Under the Stars.	
Motion #18/19-22 Amanda Levesque		
Motion moved by: Jenn McCaig		Seconded by: Sasha Donker
Be it moved that:	Approval of \$4000 expense to purchase six Ipads with covers.	
Motion #		
Motion moved by:		Seconded by:
Be it moved that:		