

St. Brigid's School CSPC

Meeting Minutes: June 11, 2018

Present:

<p>CSPC</p> <p>David Hogan (Principal) Rosina Ross (Teacher Rep) Cheryl Devine (Co-Chair) Helen Dunn (Co-Chair) Richard Payne (Vice-Chair) Kristen Hawkeswood (Church Liaison) Nalini Bateman (Secretary) Clifton Corbin (Treasurer) Jennifer Clarke (Co-Communications Rep) Przemyslaw Pawluk (Web Site Manager) Margherita Attanasio (Co-Special Events) Michelle Holder (Staff Rep)</p> <p>REGRETS</p> <p>Sofie Sommers (Acting Vice Principal) Liz Liberty (Co-Communications Rep) Silene Alsuran (OAPCE Rep) Patricia McFadden (OAPCE Rep) Germana Nunes (Co-Special Events) Elaine Pipher (Special Education Rep) Ann Poochareon (Co-Special Events & OAPCE)</p>	<p>OTHER ATTENDEES</p> <p>Sheila Colla Shelley Dempsey Leslie Hunter Wendy Chapman Hye-Jung Youn Danielle Pollinton Jamie Brisebois Daniela Rodrigo Jeanine Groenewegen Scott Fergus Matthew Vukonic Michelle Ghandour Juliette Fergus Stephanie Tammam Lisa Mihevc Julie McGowan Diana Gonzalez Hugh Elchuk Tammy Chung Rose O'Higgins</p>
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Summary of motions passed:

Motions passed online:

- Approval of May 2018 meetings minutes on June 7, 2018.
- Approval to continue to use Munch-a-Lunch (online order and payment system for pizza lunch) for 2018/2019, at a cost of \$339/year.

Motions passed during the meeting:

- Approval to continue to use Munch-a-Lunch (online order and payment system for pizza lunch) for 2018/2019, at a cost of \$339/year.
- Formal request by parents to review the Italian program at St. Brigid.
- CSPC will schedule a meeting with parents to review the Italian program at St. Brigid.

Summary of action items:

Action Item	Owner
Schedule a date for the meeting to review the Italian Program	Mr. Hogan & CSPC
Renew Munch-a Lunch services for the 2018/19 school year	Clifton Corbin
Schedule 2018/19 babysitting course for Nov 16, 2018	Jennifer Clarke
Provide contact information for DJ St. Brigid has used in the past	Diana Gonzalez
Book DJ for the Halloween Dance, October 31, 2018	Cheryl Devine/Helen Dunn
Finalize a date for a formal International Language Program (Italian) community review meeting.	Mr. Hogan & CSPC
Send a communication to parents, ASAP, summarizing the discussions from this meeting regarding changes to start time, the shortened day, and Italian at St. Brigid	Cheryl Devine/Helen Dunn
Request parent feedback regarding their views on the changes to start time, the shortened day, and Italian at St. Brigid	Cheryl Devine/Helen Dunn
Send delegations to the June 14, TCDSB meeting to address concerns about changes to start time and shortened day.	Rose O'Higgins, Clifton Corbin

Minutes:

1. Confirmation of Approval of Previous Minutes

- Minutes from the May 10, 2018 meeting were approved online June 6, 2018
 - Confirmation of online approval: **Confirmed**

2. Chair's Report - Cheryl and Helen

- The ProGrant application was submitted. St. Brigid has request funds for:
 - Online Safety Presentation by Paul Davis - Presentation to students in the day and to then to the parents in the evening - so both audiences get the same message. Date is tentatively set for March 1, 2019 pending successful application.
 - Family Event to offer information about educational websites and apps and possibly a coding workshop.
- CSPC was not able to offer the babysitting course for the 2017/18 school year as we were unable get an instructor for the JunePA day.
 - Will rebook for the PA day on Nov. 16/18
 - \$400 approved for 2017/18 babysitting course will be carried forward.
- Halloween Dance Fundraiser (Consider a glow dance party)
 - Halloween dance will be held on Wednesday October 31, 2018.
 - DJ needs to be booked over the summer. Diana will pass on the contact information for the DJ we have used in the past.
- CSPC AGM tentatively scheduled for September 20, 2018.

3. Teacher Rep's Report – Mrs. Ross

- Welcome to Kindergarten event was very successful - for incoming parents
- \$100 has been confirmed for Kindergarten Social - for current parents
- On Wednesday, June 13, Reptilia will be coming to visit the kindergarten classes.
 - Clifton will provide a cheque for \$678.55, approved at the last meeting.

Cheryl: Can you please ask the teachers to submit their allotment receipt as soon as possible so they can be processed before the end of the school year.

4. Treasurer's Report - Clifton Corbin

- Nothing to report - statements not received in time....see report in appendix
- Munch-a-Lunch has submitted an invoice for the 2018/19 school year. We need to decide if we will continue to use their services or use the TCDSB system, KEV. Clifton: Recommends continuing for another year to do a complete evaluation since we only started part way through the 2017/18 year. Close to 100% of all parents who order pizza are using Munch-a-Lunch. Mr. Hogan: Agrees that we should continue for now as currently only 20-25% of parents are using the KEV system.

- **Motion:** to continue use Munch-a-Lunch for the 2018/19 school year for pizza and other fundraising activities and pay invoice for \$ 339. Clifton;
 - **Second:** Kristen; **Motion CARRIED:** None opposed
- The year end report needs to be submitted to the board. The final report should be ready in one week. Since there will be a number of outstanding items the year will not be able to be closed properly until the end of August.

5. Church Liaison Report - Kristen Hawkeswood

- Nothing to report this month.

Jen: 39 students received their Confirmation on May 24, 2018.

6. Event Updates

- Teachers Appreciation Luncheon will be held on Wednesday, June 13, 2018
- Funfair is on track.
 - Currently there are 47 volunteers but more are still needed.
 - There are lots of great items that have been donated for the raffle table.
 - Food will be provided by Steve's Meats on the Danforth (hamburgers, hot dogs, veggie burgers).

Question: Can an ingredient list be posted for those with allergies? **Richard:** Yes, we will ensure that. **Cheryl:** We also need to confirm NO sesame seed on buns.

7. Principal's Report - Mr. Hogan

- On behalf of all the staff I would like to thank the CSPC and all of the parents who volunteer at St. Brigid. The parents are so supportive and it would be impossible to run the school without parent involvement. This is directly reflected in our students.
- Administrative transfer: Kim Blanchet (currently at St. Anslem's) will be joining St. Brigid in September as the a new vice-principal.
- Mr. Hogan will be back in September.
- **New hours for school day and background of Italian language program (Appendix B)**
 - Last year it was questioned if the school community wanted to continue with the International Language (IL) program-Italian .
 - An informal school-wide survey was conducted by CSPC in 2017 and many families were in favour of keeping the Italian program provided the school day remained the same. (Appendix C)
 - Currently, 44 sites at TDCSB that have extended hours - 8:30 am to 3:30 pm.
 - All other schools are either 8:30am to 3:00 pm OR 9:00 am to 3:30 pm.

- As part of the collective agreement with the teachers it was determined that if a shorter day could be made to work without any additional cost to the board the program could be kept.
- When a resolution could not be found the issue went to arbitration. The notification of the arbitration outcome was provided to parents May 31, 2018:
 - The school day would be shortened to align with the other schools.
 - St. Brigid school hours would change to 9:00 am to 3:30 pm
 - Italian would continue to be taught - 30 min./day for 4 days of the week.
- There have been many meetings with the board and at least one other school share our concerns about these changes.
- This is the most economical solution for the board and all schools - some schools will be 8:30am to 3:00 pm and others will be 9:00 am to 3:30 pm.
- The changes to the start time are primarily based on transportation logistics with the buses.

Question: There was an email about this last year and then we did not hear anything else. Why weren't parents advised about the arbitration? **Mr. Hogan:** This topic has been discussed at CSPC meetings in the past. We had no insight into the arbitration proceedings.

Question: Is there any way we can change the start time? **Mr. Hogan:** I do not know. This was not a school decision. This decision has been passed down from the TCDSB.

Question: It seems that the board does not care about what the parents want:

- The school has ~600 students. 200-250 students take the bus. How is it that the change to the start time to accommodate the bus scheduling for 1/3 of the school population does not take into account the 2/3 of the school community who responded to the survey last year stating they wanted to keep an early start?
- Also, if the day is shortened but we continue to have Italian taught - 30 min./day for 4 days of the week. Where are those extra 2 hours going to come from? I am concerned that this means that our kids will lose 70-80 hours of English instructional time per year, compared to schools without an international languages program. **Mr. Hogan:** I hear your concerns. Italian is still considered instructional time (Four, 1/2 hour periods/week). Students will not lose lunch or recess time. This means that there will be some loss to curriculum time but we have not received any clarity from the board as to how to proceed.

Question: Do you know what the school day will look like? **Mr. Hogan:** The day will start at 9 am and there will be morning recess, lunch and afternoon recess. One hour a day of math is protected but language arts may be embedded in other subjects. Teachers and staff will have to look at intentional curriculum planning. One of the options is to include more cross-curricular pieces between subjects other than Italian (e.g. Religion

and Language Arts). **Mrs. Ross:** Teachers are also asking how this will work. **Mr. Hogan:** This is a great concern shared by other affected schools.

Diana: I worked on this extensively last year. The board did not respond to us. As a result we did not have information in time to make a decision about the Italian program.

Question: When will we hear about the new bus schedules for September? **Mr. Hogan:** We do not know as yet. There will be supervision in the school yard from 8:30 am.

Question: How do we start the process to review the Italian program at St. Brigid. **Jen**

Clarke: There is a formal process for reviewing the International Language Program

1. A question or concern needs to be raised and a request to review the International Language Program needs to be put forward - this meeting
2. CSPC needs to pass a motion to proceed with the review - this meeting
3. CSPC needs to call a specific meeting for the entire parent community to discuss the program
4. CSPC can then submit the summary of the parent meeting and request a motion to conduct a survey, by March 31st. Survey would be requested from the superintendent
5. After the board reviews the request the program may continue with no changes or it be cancelled

Additional concerns raised at the meeting:

- Other affected schools are circulating a petition regarding loss of English teaching time and removal of Italian from the regular curriculum.
- These changes do not just affect the curriculum. A shortened day will have other implications as it will affect:
 - morning childcare for some families
 - Work schedules and ability for some parents to get to work on time
 - workload for French immersion kindergarten students
 - marks for grade 8 students preparing for the transition to highschool
 - students already struggling with the current curriculum and workload
- There are a number of things that can be done:
 - Send two delegations to the June 14, TCDSB board meeting or the meeting in August, to discuss changes to start time and shortened day:
 - Lack of consultation around the revised start time despite the results of the informal survey presented last year where many of the families indicated that 9am would be too late
 - The board should provide some answers on how our children will be provided with the same level of curriculum coverage with 2 hrs less English instructional time per week.
 - Start the formal process to review the Italian program

- Email stbrigidcsac@gmail.com by 6 PM Wednesday June 14 to express your questions and concerns about these issues.

Parents can voice their concerns directly to any or all of the following:

- Trustee - Angela Kennedy - angela.kennedy@tcdsb.org
- Director of Education - Rory McGuckin - rory.mcguckin@tcdsb.org
- Superintendent - John Shanahan - john.shanahan@tcdsb.org - 416-222-8282 x5371
- Coordinator of International Languages - Manuela Sequeira - manuela.sequeira@tcdsb.org
- Generic email that appeared on the letter - commdept@tcdsb.org

Question: Diana can you describe what we can expect if we sent a delegation to the school board meeting? **Diana:** Delegations must be registered. Each delegation gets 2-3 minutes to speak. Multiple people can go to support the message. Afterwards no information was provided regarding our concerns. In the end the board went ahead with their plans without consulting and considering concerns from the parent community.

Formal Request: Danielle Pollinton has requested a formal review of the International Language Program (Italian) at St. Brigid. This was seconded by Jennifer Clarke

- **Motion:** for CSPC to proceed with the process for a formal review of the International Language Program (Italian) at St. Brigid and schedule a formal meeting within the school community, specifically, to review the International Language Program (Italian) at St. Brigid. Clifton;
 - **Second:** Jen; **Motion CARRIED:** None opposed
- Date to be determined as CSPC needs to consider
 - The most advantageous time to conduct this meeting to properly inform parents and the community.
 - The possibility of another informal survey/poll to be distributed either before the end of this school year or early September 2018 to capture sentiment in the parent community around the Italian program and the impact of the International Language Program. This would be an informal survey that could be used to build our case to the board - it does **not** mean that the board will act on the findings.
 - Compile all information and prepare for the consultation meeting.

Meeting adjourned 9:23 p.m. AGM & Next meeting – Sept 20, 2018 (tentative)

Appendix A - Treasurer's Reports

Statement of Cash Flows May 1 2018- May 31, 2018

Revenue

Pizza Deposits	2,140.92
Flower Fundraiser	120.00
Total Cash Deposited	<u>2,260.92</u>

Expenses

Expenditures for School	(1,141.34)
CSPC Overhead	(2.50)
Fundraising Expenses	(2,096.00)
Total Cash Expended	<u>(3,239.84)</u>

Net increase in cash	(978.92)
Cash on hand at May 1, 2018	39,583.28
Cash at May 31, 2018	38,604.36

¹ Unpaid pizza expenses current cycle	4,320.00
School expenses approved, but not paid expen:	24,219.16
Not approved forecasted expenses	3,350.00

* Funds for Staff Lunch (Carried from 2016-17)	454.46
1 ~6 weeks at ~\$700/week	

Statement of Account

Date	Description	Deposits	Debits	Balance
9-May	Opening Balance			\$41,675.56
14-May	Munch-a-Lunch Pizza Deposit	82.13		\$41,757.69
16-May	Mad Science Inv#40811,40815		(1,124.35)	\$40,633.34
22-May	Munch-a-Lunch Pizza Deposit	36.54		\$40,669.88
22-May	Pizza Nova #1811		(691.00)	\$39,978.88
22-May	Pizza Nova #1817		(714.00)	\$39,264.88
22-May	Pizza Nova #1818		(691.00)	\$38,573.88
28-May	Munch-a-Lunch Pizza Deposit	47.47		\$38,621.35
28-May	Welcome To Kindergarten #1756 2016-17		(16.99)	\$38,604.36
7-Jun	Pizza Nova #1823		(676.00)	\$37,928.36
7-Jun	Pizza Nova #1819		(663.00)	\$37,265.36
7-Jun	Pizza Nova #1820		(691.00)	\$36,574.36
9-Jun	Bank Fee		(2.50)	\$36,571.86
9-Jun	Closing Balance			\$36,571.86

Appendix B - Communication regarding the International Languages Program delivery model at St. Brigid



May 31, 2018

Dear Parents and Guardians:

The International Languages (IL) Program operating in Toronto Catholic District School Board elementary schools has had a distinguished history of providing our students with valuable opportunities to learn a third language and culture that prepares them to thrive in today's interdependent global society.

I am writing to inform you that a change to the IL Program will come into effect for the 2018-2019 academic year. This is the direct result of a recent Arbitrator's Award arising from the Collective Agreement between the Board and the Toronto Elementary Catholic Teachers Association (TECT).

The Collective Agreement with TECT and the Award issued by the Arbitrator requires the Board to eliminate the extended day model used in schools with an IL Program. In order to do so, IL instruction will be provided at each grade for four (4) classes of 30 minutes per week, instead of the current schedule of five (5) classes of 30 minutes per week. Although this schedule will result in the reduction of IL instruction each week, the Board is pleased that we were able to maintain the IL program within the Collective Agreement with TECT, especially in a way that reflects the best interest of our students and the families who support IL Program delivery during the school day.

In order to accommodate this new IL Program delivery model, bus transportation schedules as well as school day start and dismissal times may also be affected. Your Principal will communicate new start and end times for your school once bus schedule changes (if applicable) are finalized as the TCDSB shares student transportation services with the Toronto District School Board (TDSB).

Additionally, the Board's Early Years Department is looking into the feasibility of initiating new before and after school programs at locations where they may be needed as the result of these scheduling changes to the daily routines of working parents. Information will be provided to parents/guardians as details become available.

I want to reassure you that the TCDSB remains committed to ensuring the continued future success of the IL program for the 2018-2019 school year and beyond.

Please feel free to contact the Board directly should you have any concerns or questions at commdept@tcdsb.org.

Thank you for patience and continued support of the Board's International Languages Program.

Sincerely,

A handwritten signature in blue ink that reads "D. Koenig".

Dan Koenig
Associate Director, Academic Services

cc: TCDSB Board of Trustees
Rory McGuckin, Director of Education
Education Council
Principals, Vice-Principals
Toronto Elementary Catholic Teachers (TECT)

80 Sheppard Avenue East, Toronto, Ontario M2N 6E8 Tel. (416) 222-8282



ST. BRIGID CATHOLIC SCHOOL
50 Woodmount Avenue
Toronto, Ontario M4C 3X9
Telephone: 416-393-5235 Fax: 416-393-5815



Thursday, May 31, 2018

Dear Parents and Guardians:

Further to the recent letter from the Board outlining changes to the International Languages Program delivery model at St. Brigid Catholic Elementary School, I am advising you of our new start and dismissal bell times for the upcoming 2018-2019 academic year.

Opening Bell - 9:00 am
End of Day Dismissal - 3:30 pm.

The new school day reflects both the impact of the new IL program schedule and the reality that the TCDSB is required to align student transportation as efficiently as possible because it is a shared service with the Toronto District School Board (TDSB).

Students who qualify for transportation, including those with special needs will receive a separate, follow up letter indicating the new bus pickup times.

Thank you for your ongoing patience and support.

Please feel free to contact my office should you have any concerns or questions

Regards,


David Hogan
Principal


Sofie Sommer
Vice Principal

Appendix C - Summary of Italian and School hours survey results

The results of the school-wide survey conducted last year by the CSPC regarding our Italian program which were presented at a TCDSB Board meeting on May 31, 2017 Note that this survey was conducted for informational purposes only.

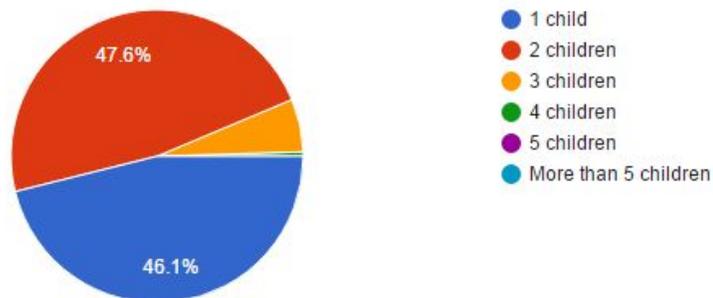
Summary of Italian and School hours survey results:

1. Name (last name, first name)

206 Total responses

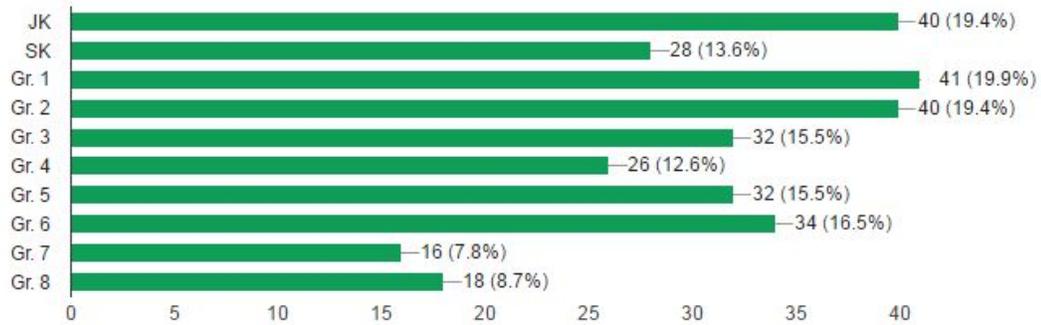
2. Number of children in families completing the survey:

206 responses



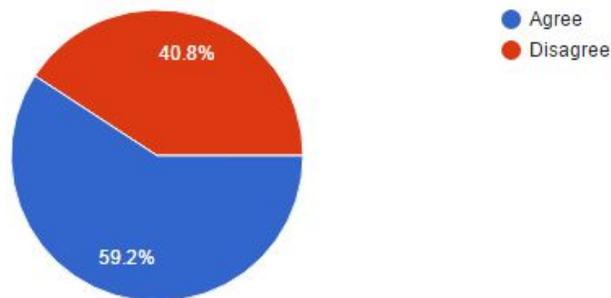
3. Grades of children in families completing the survey:

206 responses



4. I am happy with the level of instruction for my child(ren) in the Italian program

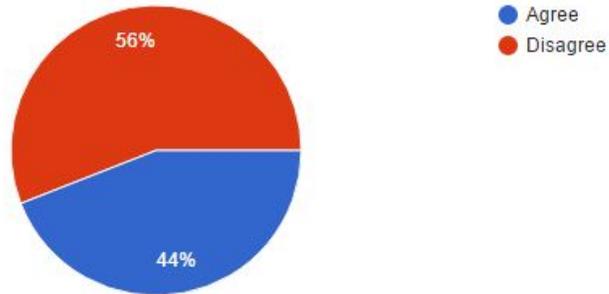
206 responses



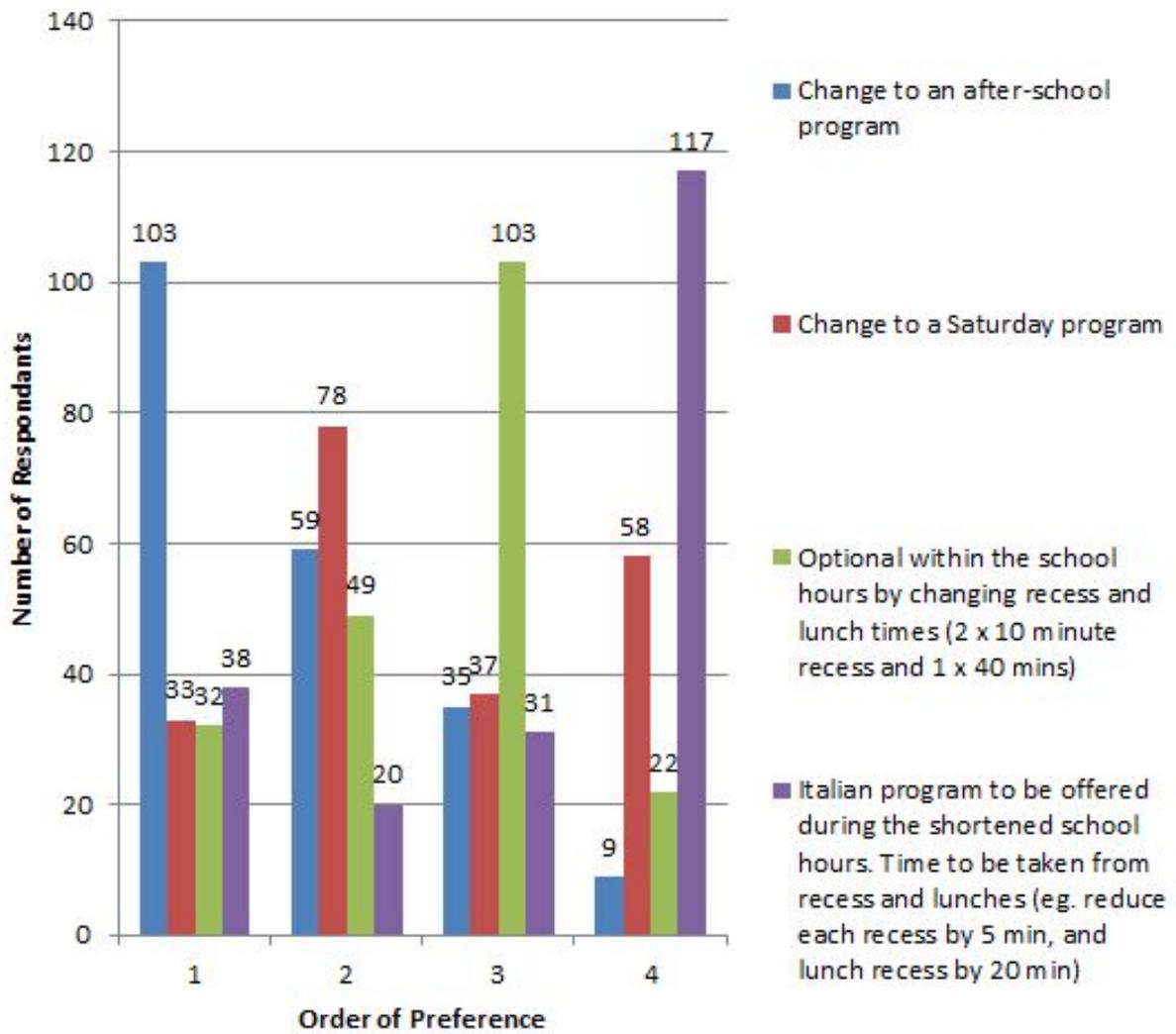
Of those that responded "Disagree" to Q4:

4A. Please choose one of the following: I would consider keeping my child in the Italian program if the level of instruction were improved.

84 responses

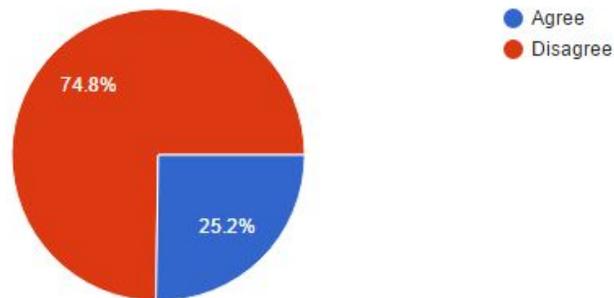


5. Please rank by preference (1 = Most preferred, 4 = Least preferred)



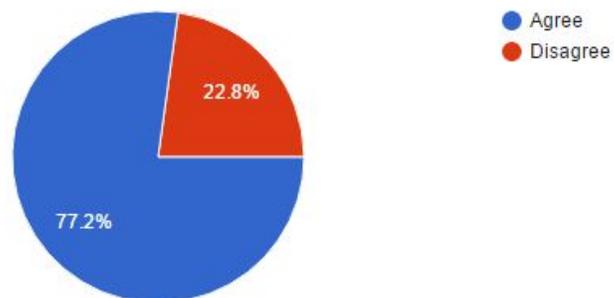
6. Please choose one of the following: I support shortening recess and lunch in order to maintain Italian language instruction during the shortened school day.

206 responses



7. I support maintaining heritage language school status, with Italian offered outside of regular school hours (i.e. maintaining current curriculum and recess/lunch durations) to those interested in participating.

206 responses



9. Please indicate what time you would prefer the school day to start:

206 responses

