

St. Brigid's School CSPC

Meeting Minutes: November 8, 2018

Present:

CSPC	OTHER ATTENDEES
<p>Attendees:</p> <p>David Hogan (Principal) Kimberly Blanchet (Vice-Principal) Cheryl Devine (Co-Chair) Helen Dunn (Co-Chair) Diana Gonzalez (Vice-Chair) Rosina Ross (Teacher Rep) Karen McParland (Staff Rep) Michelle Holder (Staff Rep) Rosanna O'Higgins (Secretary) Clifton Corbin (Co-Treasurer) Mike Brannon (Co-Treasurer) Agueda Gallego (Web Admin) Jen Clarke (Communications Rep) Germana Nunes (Special Events) Kristen Hawkeswood (Special Events) Ann Poochareon (Special Events) <i>Richard Payne (Special Events - Fun Fair)</i></p> <p>Regrets:</p> <p>Danielle Pollington (Grants) Margherita Attanesio (OAPCE Rep) Patricia McFadden (OAPCE Rep)</p>	<p>Unfortunately the sign-in sheet has been misplaced, and we are unable to accurately report all attendees to the CSPC meeting held on Nov 8, 2018</p>

Summary of motions passed:

Motions passed online:

- Approval of September 2018 meetings minutes

Motions passed during the meeting:

- TTC allotment of \$500
 - **Motion by:** Jenn Clark
 - **Seconded by:** Kristin
 - **Motion Carried**
- Teacher allotment of \$4,000
 - **Motion by:** Cheryl
 - **Seconded by:** Kristen
 - **Motion Carried**
- \$6,000 allotment to Scientist in the classroom
 - **Motion by:** Jenn
 - **Seconded by:** Kristin
 - **Motion Carried**
- \$2,000 allotment towards Theatre
 - **Motion by:** Helen
 - **Seconded by:** Clifton
 - **Motion Carried**
- \$9,000 allotment towards Buses
 - **Motion by:** Cheryl
 - **Seconded by:** Kristin
 - **Motion Carried**
- Approve “Rocks and Rings” Curling program, total cost of \$410 including taxes. Scheduled for January 23rd 2019, and February 6th, 2019
 - **Motion by:** Kristin
 - **Seconded by:** Diana
 - **Motion Carried**
- Approve \$300 allotment for Swim Team
 - **Motion by:** Diana
 - **Seconded by:** Kristin
 - **Motion Carried**

- Forest of Reading, quote from tinlids \$1,725.14
 - **Motion by:** Kristin
 - **Seconded by:** Rose
 - **Motion Carried**

- Approve \$600 allotment towards a kindergarten light box / light table (recommending tabletop version as it allows for mobility and flexibility to use in multiple classrooms)
 - **Motion by:** Clifton
 - **Seconded by:** Diana
 - **Motion Carried**

- Approve spend of \$220 for the new online parent teacher interview booking tool
 - **Motion by:** Cheryl
 - **Seconded by:** Kristin
 - **Motion Carried**

- Approve spend of \$600 for buses to transport students for the Dennis Mould's Memorial Skate Day
 - **Motion by:** Diana
 - **Seconded by:** Clifton
 - **Motion Carried**

- Approve to spend \$200 on hot chocolates for the Dennis Mould's Memorial Skate Day
 - **Motion by:** Diana
 - **Seconded by:** Clifton
 - **Motion Carried**

Additions to the Agenda:

- 1) School Yard Cleanliness / Tidiness
- 2) Some dog signs around the school are missing, need to be replaced

Summary of action items:

Action Item	Owner
Send out the the responses to our questions regarding the IL program from our Trustee and the School Board (email, link to www)	Cheryl & Helen

Finalize the Dennis Mould's Memorial Skate Day schedule	David Hogan
Move to next meeting: - Request for a bullying prevention program and a babysitting connection / recommendation program - Request for extra curricular activities for lower grades (such as coding, chess, after school programs)	Cheryl & Helen to put on next agenda

Minutes:

1. Confirmation of Approval of Previous Minutes

- Minutes from the September 2018 meeting were approved online October 17th, 2018
 - Confirmation of online approval: Confirmed

2. Principal's Report - Mr. Hogan

- Parent Interview Bookings
 - New online tool for parents to book parent teacher interviews went live on Nov 8th, 2018
- Dennis Moulds Memorial Skating Day
 - Scheduled for Thursday December 13th from 9am to 1pm
 - Requesting donations of the following items:
 - Skates (all sizes)
 - Skating helmets
 - Looking for volunteers to help tie skates
- Weather Conditions
 - If the temperature is -18 with the windchill the students are encouraged outside per the normal schedule
 - If the temperatures fall between -20 to -25 with the windchill they are let outside for 10 minutes
 - If the temperature falls below -25 with the windchill, we will keep them indoors
 - A mail out to the parents will be sent with details

3. Vice Principal's Report - Kimberly Blanchet

- No report

4. Teachers Report - Mrs. Ross

- Ms Anderson cashed in her \$119 allotment over the summer

5. Treasurer's Report - Clifton Corbin

- No October statement yet, but this one is September's.
- 41K in the bank account
- Some needs to go to unpaid pizza
- Financially we are good
- Doesn't include deposit for the fundraiser we just did.

6. Special Events

- Nothing to report

7. Chairs' Report - Cheryl Devine & Helen Dunn

- We have received a letter from Ms. Rowland (retired last year) thanking St. Brigid's for her retirement gift
- Fall Fundraiser
 - Was a success!
 - Total Donations received/. \$12,100. \$9,000 was received from the online donation tool.
- Interview Night Volunteers required
 - We need volunteers to assist with the the food sales during the interviews, on both nights. All that is required is to take money, and serve the food. Great opportunity for the kids to practice their math skills
 - Take money and serve the food
 - Times: 5-7:30pm Wed and Thur
- Graduation Hoodies
 - Will be sold during interview night
 - Hoodies are expected to arrive in December, great Christmas Gift.
- Christmas Concert
 - Considering a Raffle in order to raise monies for a specific cause (the money collected would not go to St. Brigid's School). Some ideas proposed:
 - Raffle off the front row seats to the Christmas Concert
 - No decisions have been made, we will continue discussions
- STEM / STEAM funding available

- We are looking to put together a STEAM Committee, led by Anne P representing the Parent Committee.
- Mr. Hogan will canvass the teachers to see who would be interested.
- Looking to reach the parent community to share their area of expertise, join committee, etc.
- Fun Fair
 - We need to finalize a date for the Fun Fair
 - Mary 31st would require a change to a Grade 5 Field Trip, however may still be a possibility
 - Mr. Hogan to consider hosting the Fun Fair on a Saturday
 - We can select a date between now and next CSPC meeting
- St. Brigid's 100 year anniversary
 - Looking for ideas on how to celebrate. Jenn C to host meeting in January for further discussions
- CSPC meetings for the remainder of the year
 - January 24, 2019
 - February 21, 2019
 - April 11, 2019
 - May 16, 2019
 - June 13, 2019

8. Additional Agenda items / Other Business

- School Yard Tidiness
 - Recommend classroom rotational cleanup of the garbage in the school yard

Meeting adjourned 9:02 p.m.

Next meeting – January 24th, 2019