



2024-25 St. Helen Catholic School Council

Chair – Mrs. S. Tomaino
Treasurer – Mrs. G. Tota
Secretary – Mrs. T Landriault
OAPCE Rep – Mrs. J. Field
Parish Rep – Mrs. P. Tryfanow
Principal – Mr. Furtado
Teacher Reps – Mrs. Kosik, Mrs. Kirkbride
Non Teacher Rep – Mrs. Tiberi
Member at Large – Mr. C. Adamiec

Meeting Date: October 10, 2024

Attendees: Mrs. S. Tomaino, Mrs. G. Tota, Mrs. T Landriault, Mrs. J. Field, Mrs. P. Tryfanow, Mr. C. Adamiec, Mr. Furtado, Mrs. Kosik, Mrs. Kirkbride

Regrets: Mrs. Tiberi

Agenda:

1. Opening Prayer & Welcome/Land Acknowledgement
2. Thank you to the 2023-24 St. Helen CSC members/Review of By-Laws and Procedures/Positions and Duties/Introduction of Nominees
3. New CSC 2024-25 Commences Meeting
4. Treasurer's Report
5. Chair's Report
6. Principal's Report
7. New Business
8. Next Council Meetings
9. Meeting Adjournment & Prayer

Opening Prayer & Welcome/Land Acknowledgement:

- Mr. Furtado completed

Thank you to the 2023-24 St. Helen CSC Members / Review of By-Laws and Procedures / Positions and Duties / Introduction of Nominees:

- Thank you to last year's Council
- Council by-laws, procedures and positions were discussed. Members approved as listed below:
 - Chair – Mrs. S. Tomaino, seconded by Mrs. Field
 - Treasurer – Mrs. G. Tota, seconded by Mrs. Tryfanow
 - Secretary – Mrs. T Landriault, seconded by Mrs. Tota
 - OAPCE Rep – Mrs. J. Field, seconded by Mrs. Tota

- Parish Rep – Mrs. P. Tryfanow, seconded by Mrs. Landriault
- Member at Large – Mr. C. Adamiec

New CSC 2024-25 Commences Meeting:

- Approval of April 24, 2024 minutes, seconded by Mrs. Tota
- Approval of agenda, seconded by Mrs. Landriault

Treasurer's Report:

- \$1,499.35 account balance
- Amount erroneously withdrawn from Council account in June (\$1,730) is not yet deposited
- Opening balance should be \$3,235
- Usually keep \$1,000 as a carryover balance for the next year, so have approximately \$2,200 to spend for 2024-25
- Items that typically are funded by Council were discussed
 - Grade 8 composites – need number of students
 - Grade 8 and kindergarten graduation
 - Prizes for chocolate fundraisers
 - Teacher \$100 allocation/classroom – needs to be spent by Feb
 - Grade 8 medals/plaques
 - Halloween – estimate \$100 for pumpkins, tattoos, arts/crafts
 - Breakfast with Santa – estimate \$350 for cutlery, yogurt, drinks, etc
 - Pancake Tuesday – estimate \$100 for supplies
 - Bank fees – estimate \$100-120/year for deposits/withdrawals
- Council agreed that we can support these items, but will vote on the dollar values at later meetings
- Will need to raise approximately \$1,800 in fundraising to cover the estimated cost for the routine items listed above, which are estimated to cost approximately \$4,000
- Additional wish list items will cost more
- Principal's Wishlist - Requesting Council to consider contributing to the costs of these items
 - School team uniforms – already ordered junior and intermediate (40 shirts) costing \$1,600
 - Will be a tracking and sign-out process
 - Additional basketball net – estimate \$3,500 – for junior yard
 - Council agreed that we can support these items if there is money in the budget
- Teacher's Wishlist – For Council to consider contributing towards
 - Gym equipment
 - School to provide Council with an inventory for next meeting
 - Discussed that equipment cannot be donated due to safety regulations, etc and purchases must be made through tendered companies who have insurance
 - Graduation items (noted above)
 - Smart board updates – discussed that these items should be purchased through the School, and not Council budget
 - Microphone/amp for assemblies
 - Air conditioning for basement – School indicated that the Board plant department has been informed

- Math manipulatives for younger grades (blocks, money, etc) – discussed that these items should be purchased through the School budget

Chair's Report:

- Chocolate fundraiser
 - Sold 13 boxes so far. Event goes until Oct 25.
 - \$40.50/box goes back to the school less fee for chocolates, taxes, delivery and 2% for school cash online
 - Included a donation option
 - Discussed approach to the fundraiser. Families must pay for boxes prior to receiving and cannot return. There is an administrative burden to allow returns.
- Spook-A-Thon
 - School has 236 students. Will need 11 pumpkins for classes to decorate. Will have a pizza party for the class who wins the pumpkin decorating contest. Council agreed to provide funding for the pizza party.
 - Discussed if pumpkins can be donated.
 - Grade 8's will assist with music and tables.
- Dominoes Dough Fundraisers
 - Raised \$595 last year. Did Nov and Feb pizza days.
 - Cost is \$12 for a 3 topping pizza and school gets \$5 back for each pizza
 - Discussed if we can do multiple days. Chair to confirm, but may only be able to do two fundraisers (Dominoes rules)
 - Council agreed to proceed with the pizza fundraisers and to confirm the dates via email
- Greenery fundraiser
 - Raised \$236.42 last year
 - Council agreed that they are comfortable proceeding with this fundraiser
- Breakfast with Santa
 - Council agreed to hold this event on Dec 7
 - Requested the School to include in Nov newsletter
 - Discussed options for Santa visit, including impacts of hiring a Santa or having a volunteer
 - Need to complete forms to initiate the permits
- Factory Shoe fundraiser
 - \$395 raised (combined accumulation from prior years)
- Flip Give fundraiser
 - \$690.15 cheque was deposited in Council account
 - \$74.59 raised (estimated from June to present date)
- Krispy Kreme fundraiser
 - Fundraiser date – Feb 6, 2025
 - Cost \$8/dozen (no tax) and recommended to sell \$12-18 (most sell for \$15). Council will vote at an upcoming meeting about the price we will sell the donuts for.
 - Council discussed putting the funds raised towards school jerseys. Need to send letter to Krispy Kreme to confirm what we are raising money towards.
- Pro Grant

- \$500 that we were not able to use last year
- Chair to email School to confirm if these funds are available for use this year
- Promotion of Council to School Community
 - Discussed setting up a Council table at the next Open House to try to encourage new community members to join Council
 - Discussed including a blurb in the newsletter to let the community know we are looking for parents to help with Council events

Principal's Report:

- School Staff
 - Few new teachers to the school
- Pastoral Plan
 - Masses/liturgies, rosary apostolates, and sacramental preparations are being planned
 - Will be shared in communications sent out to families
- Virtues Assemblies are being planned
- Terry Fox fundraiser raised approximately \$2, 000
- EQAO results from last year were released
 - Grade 3's did well above provincial standards
 - Grade 6's did well in reading/writing and showed improvements in math compared to the prior year
- National Day of Truth and Reconciliation
 - School took a group photo
- School Council financial items
 - Formal process to be followed, including approvals by Council Chair or Treasurer of monthly reconciliations
- Picture Day
 - Need to reschedule from Oct 15 due to school sports events. May be moved to Nov 1.

New Business:

- Discussed if School can start practices for sports teams earlier to enable more time for the teams to prepare
 - Teachers volunteer their time
 - School is supportive of participating in various sports, but cannot ask teachers to give more time
 - Parents cannot be volunteer coaches
- Discussed the communication process for Council items to the community
 - Council messages can be included in the School newsletter, but need to send to School at least 1 week in advance
 - Council asked for reminders to be sent to the community for specific Council deadlines (e.g. fundraisers)

Next Council Meetings:

- Future meetings: Thursday, Nov 28, 2024 @6:30pm, Thursday, Feb 6, 2025 @6:30pm, Thursday, Apr 24, 2025 @6:30pm
- Board-wide Chair meeting on Thurs, Oct 24

Meeting Adjournment & Prayer:

- Mr. Furtado completed