



St. Stephen Catholic Elementary School

“With Love, Compassion, Honesty, & Respect”



Catholic School Council Meeting Minutes

Monday October 23, 2023 at 7:00pm

St. Stephen School Staff Room

1. Welcome and Introductions, Attendance

Attendees: L. Assenza, A. Calandra, K. Cocev, R. Curalli, M. Dimech, M. Francis, A. Houston, C. Nicodemo, A. Pizzuti, J. Pontes, A. Serpe, M. Trozzo, A. Vitorino, A. Wilmot

Regrets: K. Askandar, J. James

2. Opening Prayer and Land Acknowledgement

3. Approval of Minutes: All

- Review of October 10, 2023 Minutes; approval vote – **YES**

4. Principal's Report: M. Trozzo

- Review of School Structure and Staff
 - 11 Classrooms, 1 DECE, 2 ERW, 0.8 SERT, 0.5 SERC, 0.5 ELL, 1.0 FSL, 1.2 PT, 0.4 LIB, Emergency Instructors, Student Monitors, Custodians, Secretary, SO, Trustee, Psych., CYW, SW, OT, SLP
- Social Justice and Anti-Oppression
 - Terry Fox Fundraiser raised over \$1,600.00
 - Orange Shirt Day Assembly tied into Empathy Virtue
 - Food Drive for St. Louise Outreach Centre

- Staff Meeting Components: CRT vs. Anti-Oppressive Social Justice; Cont'd focus on day-to-day experience and students being reflected in their learning/experience; Cont'd audit and improvement of literature/resources; Focus on CAN vs. SHOULD approach
- Safe School Team Forming: Anti-Bullying/Inclusivity "Under the Same Sun"; Virtue Assembly introducing Conscience will focus on elements of Anti-Bullying (Student lead)
- Community Events / Opportunities
 - Paul Davis (in-school and parent evening)
 - Mass
 - Virtue Assembly learning about Faith (online) and in-person awarded Faith and learned more about Empathy
- Lunches
 - Council Lunches started this week (Mon, Wed, Thu)
 - Subway Lunches Tuesdays (Oct-Dec)
 - Harvey's and Swiss Chalet Fridays (LunchBox – Office)
 - School Office looking to add Food Quotient:
 1. Chicken Souvlaki Wrap with Savoury Baked Potato Wedges, Cookie and Juice Box
 2. Tofu Souvlaki Wrap with Savoury Baked Potato Wedges, Cookie and Juice Box
 3. Falafel Wrap and Savoury Baked Potato Wedges, Cookie and Juice Box
 4. Butter Chicken on Food Quotient Signature Rice, Cookie and Juice Box
 5. Butter Tofu (Vegan) on Food Quotient Signature Rice, Cookie and Juice Box
- EQAO
 - Results chart provided
 - Analysis of results
 - Discussion on school goals and plan of action
- Athletics / Extra Curriculars
 - Softball Team Champions
 - Football Team Champions
 - Cross Country Update: great finishes by several students; Boards finals on October 24th
 - Junior Volleyball (Boys and Girls) had a good season
 - Intermediate Volleyball (Boys and Girls) presently practicing

- Shark Bites
 - Sweet & Salty and/or Butter Popcorn sales (through School Cash Online) every Tuesday and Thursday from October 31 to December 22
- Clinton Memorial Update
 - Plaques have arrived and an unveiling ceremony will be planned
- Upcoming Spirit Week
 - Flyer sent to families
 - Halloween costume reminders and guidelines sent to families
- Sacraments

Item	Date	Time
First Communion Enrollment Attend one of the masses at St. Leonard Parish	Fri Oct 20 or Sat Oct 21	7:00 pm 10:30 am
Confirmation Enrollment Attend one of the masses at St. Leonard Parish	Sat Nov 18 or Sun Nov 19	5:00 pm 9:00 am, 10:30 am or 12:00 pm
First Reconciliation (Confession) Drop in at St. Leonard Parish	Wed Feb 28	4:00 pm to 6:00 pm
First Communion St. Leonard Parish	Sat Apr 20	12:30 pm or 2:30 pm
Grade 3-8 Confessions St. Stephen School	Wed May 1	9:00 am to 11:30 am
Confirmation St. Leonard Parish	Thu May 9	7:00 pm

- Health and Safety
 - 3 Mandatory Fire Drills
 - 1 Mandatory Lockdown Drill
 - Doors to Exits H and A have been repaired
- Past Events / Updates
 - Rosary Apostolate was held on October 14
 - Photo Day October 23; Retakes November 20; Grad Photos April 12
 - Technology: Edwins have been distributed to grades 7/8; Grades 3/4/5/6 have access to Chromebooks

- CCAT for Grade 4's this week
- Upcoming Events / Dates

Date	Event
Oct 30, Nov 2, Nov 3	X-Movement, X-Others
Oct 31	Halloween
Nov 1	Immunization Clinic (Grade 7/8) By Appointment
Nov 1	Judge Pumpkins (pumpkin decorating contest)
Nov 10	Remembrance Day Service
Nov 14	Progress Reports go Home
Nov 16	Interview Evening (not mandatory)
Nov 24	PA Day

5. School Council Chair Update: L. Assenza

- L. Assenza and M. Trozzo attended CCCSC annual meeting hosted by the hospitality department at St. Francis Xavier Secondary School. Vote held for Chair of Chairs for Elementary and Secondary Schools.
- Online training for Council Executive Members (Chair, Secretary and Treasurer) on November 20, 2023. Link will be shared once received.

6. Treasurer's Report: A. Vitorino

- See attached report

7. Lunch Program Update: J. Pontes

- Positive start to lunch programs

8. Fundraising Update: A. Calandra

- Waiting to hear back from Krispy Kreme regarding dates and availability
- Zumba event for moms proposed
- Design our own school calendar proposal
- Cookies for Halloween as a treat to students and staff donated by Council
- Discussed Greeting/Birthday Box of Cards sales

- Poinsettia sales for Christmas fundraiser (contact Lakeside Garden Gallery for pricing)
- Photos with Santa

9. Communication Update: A. Wilmot

- Lunch sales and upcoming events have been communicated
- Send requests for flyers as needed

10. Parish Community Update: J. James

- Catholic Women's League will be hosting their annual Christmas Bazaar on November 18, 2023 from 9:30am to 3:30pm
- St. Leonard's Parish information and weekly bulletin can be found on the parish website: www.stleonardsbr.archtoronto.org

11. OAPCE Update: R. Curalli

- No updates

12. Teacher Update: A. Serpe

- Requested support for a 4-day, in-school Jungle Gym Experience for grades K-8; no dates available upon further discussion
- Discussed looking into an in-school Rock-Climbing Experience (Guelph Grotto as a potential vendor)

13. New Business / Vote: All

- Vote to spend \$250.00 on Terra Cotta Halloween Cookies for all students and staff - YES
- Vote to spend \$2,500.00 for an in-school Climbing Experience for grades K-8 – YES
- Vote to host a Christmas Social on Friday December 8, 2023 from 6:30pm to 8:30pm (Photos with Santa, Poinsettia Sales, Krispy Kreme Sales, Hot Chocolate, and more...) – YES

14. Action / Tabled Items to be Discussed: All

- Confirm fundraising ideas for 2023/24 academic year

- M. Trozzo will setup sales of Graduation Hoodies and Spirit Wear
- Idea for possible Hot Dog Day
- Halloween Dance confirmed for October 31st; Mr. Cocev offered to DJ
- J. Pontes will call Terra Cotta to order cookies for Halloween
- M. Dimech to contact and book Santa

15. Closing Prayer

Meeting Adjourned 9:00 pm

Next meeting: November 13, 2023 at 7:00 pm St. Stephen School Staff Room

Thank You for your Time and Dedication to Catholic School Council and its Initiatives.