

St. Peter's Catholic Secondary School  
CSCC Meeting Minutes  
Tuesday, November 15<sup>th</sup>, 2011 @ 7:45 pm

Present: Mr. Lonnie Bolton (Principal), Toni Imtiaz, Roseanne Trovato, Melinda Baker, Susan van Amelsvoort, Kim Komes, Vicki Cole, Rose Michitsch, Catherine Manson, Bob Lemay, Michelle Correa

1. Opening Prayer
2. Welcome and Introductions
3. Approval of Agenda: moved by Melinda B, seconded by Catherine M; carried
4. Approval of Previous Minutes: moved by Catherine M, seconded by Melinda B; carried
5. Business Arising from Minutes:
  - The Scholastic Book Fair has been postponed perhaps until the spring
  - Rational Oven: ESA inspection is not required; confirmed by SMCD SB; oven hopefully to be installed and necessary training to be completed during Christmas break so everything will be ready to go when school reconvenes in January
  - the new computers have been installed and the computer labs have all been refurbished. The Smartboards have been ordered.
  - the Family Mass originally scheduled for Nov 16<sup>th</sup> has been cancelled; no reschedule date has been set as of Nov 15<sup>th</sup>.
6. Open Session:

Treasurer Report: Melinda Baker

- vending machine sales are still down; request made to unlock large cafeteria doors to allow better access to vending machines
- debit card use popular
- staff bonuses and raises have been paid, WHMIS training has been completed;
- staff are completing the food training course and the exam will be arranged soon; -staff have been advised that sales must improve or there could be a potential layoff

- Pizza Dinner – profit was \$102.70 from pre-ordered and walk-in pizza sales
- Corp has received HST rebate of \$2881.28
- daily sales are improving slightly
- Smoothie Bar: Melinda went to Georgian College to investigate set-up requirements, how smoothies are prepared, equipment, etc. Challenges to St. Peter's are freezer space, cost of blenders, staffing; item to be deferred until January meeting
- Cafeteria: signage -request to post prices; proposal by Mr. Bolton to use hanging signs (boards which could be hung with chains and painted with chalkboard paint for easy, quick changes); announcements re daily specials are sporadic at best – request to follow up and encourage more announcements (not only on exception days)
- request made for Gift Cards to be available at cost of \$45.00 for \$50.00 card (10% discount) for Christmas gift-giving by parents. Promotion will be advertised on school website; posters will be made and hung around school as well as announcements over PA system to make everyone aware of promo. Motion passed.
- financial assistance requests from various departments made in June totalling approximately \$4800.00 have been deferred to another meeting. The purchase and installation of the Rational Oven has taken a large chunk of the available cash in the account.

PRO Grant: Toni Imtiaz

-a subcommittee has been formed to decide how best to use the \$925.00 given based on the application for a "Pathways" evening. The committee will comprise of: Catherine Manson, Lonnie Bolton, Melinda Baker, Toni Imtiaz, Rose Trovato and Kim Komes.

Principal's Report: Mr. Bolton

-Hallowe'en Dress Up Day cancellation: due to poor attendance at both Clash of the Colours and the 2<sup>nd</sup> football buy-out. The school administration cancelled Dress Up Day. A suggestion was made during the discussion to encourage Student Council to be more involved with school spirit issues and entice students to participate more.

-Parking Passes: -are being issued to students with a \$20.00 deposit. There are a limited number of passes/parking spots available for student use.

Parish Report: Kim Komes

-Lifeteen held their first weekend retreat on November 11/12<sup>th</sup>, hosted by Fr. Glass in Alliston – what a treat!

-the 2011/2012 Sunday Missals are now available in the parish hall following masses at a cost of \$5.00 ea with \$1.00 from each missal going towards debt retirement in the parish.

-the Angel Gift Giving Tree is back. This program allows children who may not normally receive a gift at Christmas to experience the magic of Christmas. Paper angels will be available on Nov 19/20<sup>th</sup> and Nov 26/27<sup>th</sup>. Gifts must be returned to the parish on Dec 3<sup>rd</sup> /4<sup>th</sup> or Dec 10/11<sup>th</sup> with the angel attached.

-all Eucharistic Ministers must attend a meeting on Nov 17<sup>th</sup> at 7:30 pm

7. Future Meeting Dates: January 16, March 19, April 16, May 14 and June 4

8. Closing Prayer

Meeting adjourned.