

St. Peter's Catholic Secondary School  
CSCC Meeting Minutes  
Monday, January 21st @ 6:30 pm

Present: Mr. Lonnie Bolton (Principal), Michele Wilson, Melinda Baker, Susan van Amelsvoort, Diana Beamish, Mary Santos, Bob Marple, Anne Magri, Kim Komes  
Regrets: Debbie Booth, Toni Imtiaz, Rose Trovato

1. Opening Prayer – read by all
2. Welcome and Introductions
3. Approval of Agenda: moved by Melinda B., seconded by Kim K.; carried
4. Approval of Previous Minutes: moved by Michele W., seconded by Melinda B.; carried
5. Business Arising from Minutes:  
NONE
6. Session #1: Cafeteria Board  
**Manager's Report** – Diana Beamish  
-new employee is almost through her 3 month probation; only minor issues so far  
**Treasurer's Report** – Melinda Baker  
-the staff received COL increase but no bonuses as agreed to at previous meeting; staff were laid off at Christmas (as per usual) and all returned in January.  
-Caf hours during exams? Discussion ensued; motion by Kim K. to have caf open during all exam days with modified menu choices and staffing hours would be determined by Diana; carried.  
-Melinda questioned if Parent Council can conduct fundraiser with cafeteria as supplier of perhaps muffin mix or McGregor Meats? Melinda will ask Kelli if this would be allowed under terms of Caf Board as a non-profit corporation and report back to parent council.  
-Diana was excused.

Session #2: CSCC

- PRO GRANT - Pathway's Night:** -reminder that all expenses must be submitted prior to June 27<sup>th</sup> and report to be completed and submitted. Lonnie suggested Lucy Balugas be invited to April meeting to discuss accounting processes by SMCDSB but we didn't think that was necessary. Rather, the PRO office needs to be advised that their approvals of expenses don't have any weight if they can be overturned by Board Policy. Perhaps Council should send letter to PRO office and cc Board. PRO committee needs to meet again to decide how to spend unused funds but still under the approval terms.
- Pathway's Night Survey details: not available at this time. Mary will discuss at April mtg.
- Parent Involvement Funding:** -\$500.00 automatically granted to school; must be spent by June 14, 2013.
- 50/50 Draw:** -there are many challenges due to gaming laws – ie. must have ½ of the prize being paid out in a trust account prior to selling actual tickets; licensing regulations are convoluted. This will be presented again at next meeting in April.
- fundraisers** –cannot host Spaghetti Dinner in March...Lonnie to get more info in the Patrick Fogarty Pastafest to give us ideas. Perhaps we could look at hosting a FALL FAMILY FESTIVAL in 2013/14 school year.

**-Reports:**

**Chair: Debbie Booth** – absent- no report

**Principal: Lonnie Bolton** –

**-school website upgrade:** whole website is being redone, goal is by the end of Feb '13 with following capabilities: - parents will be able to subscribe to e-newsletters, email blasts; -teachers will be able to create their own micro-websites (training to be held on Jan 31<sup>st</sup> PA day); 1 teacher will be assigned to do school website updates.

**-Jan 31<sup>st</sup> PA day:** -AM hours: to focus on Smartboard Training with Grade 9 math program; 5 teachers will use iPad lab for applied and advanced Gr. 9 Math; also, Gr. 8 teachers from 2 feeder schools will come to St. Pete's to watch the iPad lesson; conversely, St. Pete's Gr. 9 math staff will go to the Gr. 8 classrooms to show program.

-PM hours: to focus on Website training

**-Feb 1<sup>st</sup> PA day:** -Numeracy and Literacy focus all day.

-the school is wired for WiFi but it will not be connected until policies/procedures guidelines are in place – likely not until beginning of 2013/14 school year.

**-substantial completion of addition** – 10% holdback funds- must be expended by mid-Feb; funds to be used as follows: 1) to re-do the library and learning centre

2) the outdoor electronic sign will be retrofitted to fully sealed LCD panels and a remote control device for updating information.

**-School Improvement Plan:** Lonnie will add to agenda of council meeting in future to apprise council.

**-School Events:** -Feb 27<sup>th</sup> - St. Peter's is hosting the Sears Drama Festival

-March 21<sup>st</sup> - Homeless Dinner

-April 13<sup>th</sup> – Ecuador Gala evening

**Parish Rep – Michele Wilson** – Parish events: -Confirmations to be celebrated at masses this coming weekend; St. Patrick's Dinner/Dance in hall March 15<sup>th</sup>; Lifeteen is up and running at Holy Spirit Parish.

7. Future Meeting Dates: St. Peter's CSCC meetings: February 19, April 22, May13 and June 3.
8. Closing Prayer.

Meeting adjourned.