

# **BISHOP ALLEN CATHOLIC SCHOOL ADVISORY COUNCIL**

## **Minutes of the Sep 29th, 2009 CSAC Meeting**

### In Attendance

*Adrian Della Mora*  
*Valerie Devine*  
*Andy Kwiatkowski*  
*Michael Szul*  
*Susana Rodrigues*  
*Kelden Formosa*  
*Venita Indewey*  
*Don Walker*

*Maureen Gomes*  
*Aoife Humphreys*  
*Lucie Jabour*  
*Jane Suban*  
*Krystyna Dix*  
*Art Hileman*  
*Josie Allen*

*Gabriele Kresic*  
*Ela Tkach*  
*Marie Couture*  
*John Grassby*  
*Ann Walsh Riegar*  
*Janet Pape*  
*Chester Budziak*

### **1. Opening:**

Meeting opened with a prayer. Introductions were made by all. Mr. Della Mora asked if attendees would submit e-mail and phone contact information for a distribution of communication on CSAC business.

### **2. Approval of Minutes from May 26<sup>th</sup>, 2009.**

- Motion to accept by Aoife Humphreys and seconded by Andy Kwiatkowski.

### **3. Chairs Report**

- Annual report accepted as written.

### **4. Treasurers Report**

- Mr. Della Mora will confirm if the Dragon Boating teams ran and the \$500 allocated for this event was spent supporting this activity.
- Funds for the tent were left off the budget.
- Marie submitted the BAA CSAC 2008-2009 to the auditors
- Discussed and agreed that the lost off the NSF fee for student fees needs to be reflected in reporting by the school to the School Board. Since CSAC has submitted their audit without reflecting this, CSAC understands that the school is responsible for reporting the NSF loss to the Board. Mr. Della Mora agrees that he would review the formula for covering the NSF expense so that the burden of absorbing the loss would not all fall to CSAC.
- Mr. Della Mora and Art Hileman thanked Marie for her ongoing contribution to CSAC and presented a small gift to her.

## **5. FOBA update**

Andy Kwiatkowski, chair of FOBA presented an update on current activities.

- Art explained the objective of FOBA to new parent attendees including the future view of the 'beautification' of the school.
- Encourage parent participation and seeking of relationships that can help with donations. FOBA is a registered charitable organization and can issue tax receipts.

## **6. Student Rep Report**

Keldon Formosa updated CSAC on the role of the rep at student council.

- Ran an I love BA t-shirt event
- First dance of year with attendance of 350
- Senior Semi-formal and Christmas dance being planned

## **7. Principal's Update**

- Goal – Make kids privately happy and publicly responsible
- Jennifer Smolders and John McCabe will rotate at CSAC speaking to different initiatives at the school.
- Don Walker provided an update on the school year start. 375 grade 9 students started this year. The before school 'welcome BBQ' was a success. Muskoka Woods was an exceptional experience with the student leadership and John McCabe managing the event and teachers chaperoning.
- Assemblies have been held to orient grade 9s.
- Club Fair was held last week – focus on grade 9s.
- Grade 12s have participated in Mini University Fair – 500 students and parents attended. Some parents and students attended from neighbouring schools,
- AP scores are in: 235 students wrote exams; 4 and 5 scores (A and A+); most universities will give an equivalent or substitution courses for AP exams of 3 and above
- 600 + students achieved the honour roll from the year end last year.
- Mr. Della Mora said the school would be looking to celebrate improvement and not just success.
- Financial guidelines will be coming from the Board and Mr. Della Mora will pass any changes in practices
- Annual CSAC conference at CEC will be Nov.14 8:30 a.m. –5:30 p.m.
- Parent Reaching Out Grant sponsored by Ontario gov't; only CSAC can apply and the deadline is Oct. 16<sup>th</sup>; Mr. Della Mora suggested a speaker series and another parent suggested CSAC collaborate with other Catholic High Schools. Volunteers to craft a proposal= Josie Allen, Gabriele Kresic, Valerie Devine and Art Hileman.
- Enrolment is 1520 with a wait list. There is a soft cap and hard cap side on class size that related to the course (29 –31 in an academic course; university courses 32- 34)
- A parent raised the question of whether there are enough seats; Mr. Della Mora committed that while there is some shifting at the beginning of the year...everyone should have a seat at this point.
- Added three new permanent teachers: Rita Ho Lau, Tanya Attard and Adrian Del Monte.

- School / Community goals shared with the students by level in separate events – expectations shared and set.
- Departments start the school year setting goals; administration also does a School Learning Improvement Plan
- Proactive Emergency Response Protocols are in place; education of school staff to respond to issues continues
- Continue to practice progressive discipline; in this community suspension is ideally avoided by proactive approaches
- Open House for incoming grade 9 students for Fall 2010.
- Professional Development activities will be absorbed into the routine meetings and school time given there is only 1 PD day scheduled this school year.
- Grade 9 math had to be rescheduled due to scheduling changes at the start of the year. This resulted in some disruption with changes in teachers. All should be stable now.
- A parent raised a concern re: shared lockers in grade 11 /12 as there are not enough lockers; students can switch as long as they notify the office of which locker they are in. Keldon confirmed that it is not a complaint that he hears from students.
- A parent raised a question re: student concerns about changes in food in the cafeteria. The changes in food are mandated by the Board on the basis of serving healthy food. A salad bar with prepared salads will soon be available. Pina Foods are lobbying the principal to get a high end convection oven to prepare the food faster. Sales have dropped and this does impact the commission taken by the school. The school replaced two old microwaves with new ones. Mr. Della Mora will check to see if the food served is 'nut free'.

#### **8. Presentation of Nominees and election of 2009/2010 CSAC Executive**

Art reviewed the role of the executive (voting and attendance). There is a maximum of 12 members on the executive per CSAC constitution (guideline from the Board).

- 3 nominations for membership on the executive were submitted in writing in advance of this meeting (Art Hileman, Lucie Jabour, and Andy Kwiatkowski)
- Nominations made for Venita Indewey, Ann Walsh Reiger, Aoife Humphreys, and Janet Pape, Josie Allen, Maureen Gomes, Gabriele Kresic, Chester Budziak.
- Lucie nominated Art Hileman to be Chair and Janet seconded; accepted. Art pointed out this will be his last year as he will no longer have a student in the school
- Gabriele nominated Andy Kwiatkowski for vice chair and Aoife seconded; accepted.
- Art nominated Lucie for Treasurer and Krystyna seconded; Andy nominated Aoife and Keldon seconded. Lucie was elected.
- Art nominated Venita and Aoife to be co-secretary and Keldon seconded; accepted.

#### **9. Open Items:**

Where should a visitor park when the lot is full? Pick a spot that's empty, note the number you are parked in and go to the office for a permission slip.

#### **10. Adjournment and Next Meeting**

The meeting was adjourned at approximately 8:45pm. Next meeting Oct 27th 2009 7pm.