

CSAC Parent Meeting Minutes

October 6, 2026

1. Bingo Volunteer Information

Jason provided an overview of the school's Bingo volunteer program and the significant fundraising contribution it provides to the school.

- The school has participated since 2023, generating approximately \$22,000 in 2024, \$39,000 in 2025 and \$29,000 in 2026 to date.
- Each Bingo session is approximately two hours and requires two volunteers.
- Volunteer responsibilities have been simplified and primarily involve assisting alongside Bingo winners while staff manage the Bingo process.
- Volunteers must be 18+, wear closed-toed shoes, black pants and a collared shirt. St. Vincent de Paul shirts are provided.
- The school receives approximately \$1,500 per session.
- The 2027 permit has been submitted, with 11 scheduled dates and additional opportunities throughout the year.

Funds raised through Bingo are subject to OLG spending parameters and approval. Previous purchases have included sports equipment, games, books, audio equipment and funding toward school buses for field trips and graduation expenses.

Action Item: Parents interested in volunteering should contact Jason Gouveia at Jason.gouveia@wcdsb.ca. Once interest is expressed, Jason provides the volunteer training link and coordinates volunteer scheduling

2. CSAC Event & Fundraising Schedule

Fall Fundraising

The group discussed potential fall fundraising options, including greeting cards, wrapping paper, soup, coffee, FlipGive and other local fundraising opportunities.

Action Item: Camila to research greeting card, wrapping paper and coffee fundraising options.

Dance-a-Thon / Family Dance

The group agreed to continue with the Dance-a-Thon as the school's major fundraiser. Last year's event raised approximately \$13,000.

Decision: The Dance-a-Thon will continue to take place during the school day. A tentative date of **March 5, 2027** was identified.

Potential fundraising incentives discussed included prizes by division/class, individual student prize draws, additional draw tickets based on fundraising amounts, donations from local businesses and school-wide fundraising targets.

- \$8,000 – Extended Recess
- \$10,000 – Board Game Day
- \$12,000 – Ice Cream Day
- \$15,000 – Pizza Day

Action Item: Ben to investigate options for individual fundraising prize draws.

Action Item: All members to consider and bring forward ideas for a Dance-a-Thon/family event theme.

Action Item: Group to continue developing the prize and incentive structure.

Staff Pasta Lunch

The group agreed to continue the staff pasta lunch, with support from the Portuguese Club.

- Approximately 20 pasta meals will be required, including one gluten-free option.
- Budget is approximately \$1,700, with costs to be confirmed closer to the event.
- Buns will also be included.
- Proposed date: **Wednesday, December 16, 2026.**

Action Item: Ben/Natalie to confirm the December 16 date.

Action Item: School to provide brown paper and Camila to arrange candy canes.

Catholic Education Week

A Family Bingo event was proposed for Catholic Education Week.

Tentative date: **Thursday, May 6, 2027.**

3. Principal Update

Volunteer Process

- Volunteer requirements and instructions have been shared through the school newsletter.
- Parents should follow the process outlined in the newsletter.
- Volunteers should use Waterloo Regional Police Services, not the OPP, for the required police check.
- The process is expected to have a relatively quick turnaround and is valid for five years.
- A police check is required when a parent will be interacting with children other than their own.

Assessment & Evaluation Practices

Information about assessment and evaluation practices will be shared through upcoming school newsletters for parent awareness.

Labour Strife

The potential impact of labour issues on Council activities was discussed. Further information will be provided as it becomes available. No immediate action is required at this time.

Council Guidelines / By-Laws

The group discussed whether there is a formal Council guidelines/by-laws document.

Action Item: Carry this item forward to the November meeting for further discussion.

Year-End Community Event

A potential Council community event around the Christmas season was discussed, with ideas including a stocking-related activity and giving back to the community.

Action Item: Bring forward ideas and discuss further at the next meeting.

4. Other Items

No additional items were noted.

Action Items Summary

Action Item	Owner	Timing
Provide Bingo volunteer training link and coordinate volunteers	Jason	Ongoing
Research greeting card, wrapping paper and coffee fundraising options	Camila	Before next meeting
Research individual Dance-a-Thon prize draw options	Ben	Before event planning is finalized
Bring forward Dance-a-Thon theme ideas	All	Next meeting
Confirm staff pasta lunch date	Ben/Natalie	At next meeting
Discuss Council guidelines/by-laws	Ben/Natalie/CSAC	November meeting
Continue planning Christmas/ Holiday community event	All	November meeting

Future Meetings

- November 3, 2026 – Learning Commons, 6:00 p.m.
- December 8, 2026 – Monsignor Doyle, time TBC
- February 2, 2027 – Learning Commons, 6:00 p.m.
- March 2, 2027 – Learning Commons, 6:00 p.m.
- April 6, 2027 – Learning Commons, 6:00 p.m.
- May 4, 2027 – Learning Commons, 6:00 p.m.
- June 1, 2027 – Learning Commons, 6:00 p.m.