St. Agnes CES – CSAC
Minutes
Tuesday, November 3, 2026
6-8pm

St. Agnes
Catholic Elementary School

ATTENDEES:

Regrets:
(only voting members and staff reps need to be tracked)

Item	Time		Details/ Action
Opening Prayer	5 mins		• Admin to lead the group in opening prayer and land acknowledgement • Intro of members if new attendees

Review	
Time: 5 mins	

1. Welcome & Introductions
2. Voting Members Recap: All can contribute to discussion. Only voting members can vote on financials.
    - Voting members: Andrea, Alison, Natasha, Diane, Mark, Alex, Michelle, Amanda, Jessika, Kathy, Heather, Rayna, Kahlyn, Megan

Time: 25 mins	Principals Report: Student Engagement, Achievements, Board Updates

Principals Report:

- WCDSB - VSC protocol reminder
    - Parents are encouraged to apply for their VSC early, as processing times are currently up to date and new provincial guidelines may expand VSC requirements .Families are reminded to apply through official channels, to avoid fraudulent payment services.
- Enrollment Update & Staffing Changes
    - No significant changes to enrollment or staffing were reported. Some staff leaves continue to be extended on a week-by-week basis, making it difficult to confirm anticipated return dates.
- School website and Communication: update from WCDSB - IT
    - The school website has been updated to reflect changes in administration, with additional updates underway through WCDSB IT. Issues with no-reply emails have been resolved, and school communications now display “Waterloo Catholic DSB” as the sender.
- Student Engagement: Clubs & Teams, Speakers/Assemblies, Upcoming Mass
    - Dwayne Morgan’s “Everyday Excellence” presentation on November 2nd was well received by students and staff. Esports, volleyball, and basketball activities are scheduled to begin in January, and the school’s Christmas Mass will take place on December 17th.
- Lunch & Treats on SCO: Johnny Fresco, Pizza, Booster Juice

        - The Lunch and Treats program continues to be well received. Booster Juice deliveries arrive at approximately 2:30 p.m., 10–15 minutes before the final recess.
- Yearbook - Ms. Pawelko to advise how/where to submit event photos.
    - Designated CSAC members will take photographs at school-sanctioned events and upload them directly to a school directory. CSAC will coordinate with Ms. Pawelko to ensure the photos are available for inclusion in the yearbook.
- Grade 8 Trip - updates for fundraising and Mount Mary Trip
    - CSAC discussed establishing a consistent per-student funding contribution for Grade 8 graduation trips over the next three years, accounting for anticipated increases in graduating class sizes and available budget. Additional fundraising will be led by each graduating class to help offset the cost of camp.
- CSAC meeting dates - confirm remaining Mar, Apr, May and June
    - March 2nd, April 6th
- Staff Requests for CSAC funding
    - See Budget section for request breakdown.

Time: 55mins	**Future Events, Recap, Budget Projections and Ideas**

Treasurer Report:

1. Danceathon wrap-up (10 min)
    - Raised $8,665 against a $4,700 plan (donations $5,390, popcorn $2,721, Oktoberfest lunch $554). Last year raised $7,727. Costs $2,363, including $665 sent to CCFWR for tax receipts, with $301 in glow item reimbursements still to be paid. Net $6,303.
2. How the budget works this year (10 min)
    - One pot of money. CSAC votes on the events it runs.
    - Teacher asks to come to CSAC through Dan and Ms. Thiel, and get talked through and voted on separately.
    - Anything we don't spend rolls over to next year. There's no pressure to zero out the account.
    - Hadel handles the school's books, HST, tax receipts and transfers. The treasurer reports what each bucket has spent and has left at each meeting.
3. Budget at a glance (10 min)
    - Total available: $23,298 on plan, $27,263 actual (General $18,148, Danceathon, book sale $450).
    - CSAC events: $7,950, including Angel Day.
    - Available for school and the teacher asks: $15,348 on plan.
4. Vote: CSAC events, $7,950 (10 min) - Approved
    - Danceathon $2,000, Angel Day $1,250, Pancake Day $700, Spring Carnival $4,000.
    - Carnival plans wait on the VSC guidance, hopefully this month.
5. School and teacher asks (20 min)
    - Grade 8 graduation: $800, same as last year.
    - Art Encounter: $500 carried over from last year. Confirm it still stands.
    - Turkey luncheon: about $10 a person (Dan).
    - Any other asks - Dan
6. Angel Day and the PIC/PRO grants (5 min)
    - Angel Day comes out of General this year (minus what's left in PIC/PRO $307), planned at $1,250.
    - $900 in new grants comes in March
7. Which events to keep (10 min)
    - See the Fundraiser History tab in the budget: what each fundraiser brings in for the effort, and what 2027-28 looks like if we keep the same events.
    - Event survey summary

- Budget
- 2026-2027 Budget Vote

School asks:

- Consider budget for next year Danceathon to cover an item for everyone ~$300
- 1) 3 years of Mount Mary costs split evenly over the budget for the next 3 years with the plan to discount $50 per student ~$3000 per year
- 3) Turkey lunch - CSAC run Christmas lunch - $10 per kid is what they will collect, maybe $8 or $5 and CSAC will cover the rest. ~$1600 (occurs Wed or Thurs last week of school)
  2) Chromebook carts - $5000 (for 2)
- (not needed as this is included in the CSAC event spend) Pancake day $700 (may be a potential for donated supplies)
- 4) Volleyball standards, nets, pads $3800 (to run the junior development tournament and for gym classes). Need to replace two nets and the pads.
- Gym equipment ~ $700
- School experience ~ $1000

Priority	Item	Cost ($)	Notes
1	Mount Mary	$3,000	$50/student discount; ~$3,000/yr for 3 years (~$9,000 total)
2	Chromebook carts (2)	$5,000	
3	Turkey lunch	$1,600	CSAC covers gap after families pay ~$10/kid; rises if that drops to $8 or $5
4	Volleyball standards, nets, pads	$3,800	Replace two nets and pads; junior tournament and gym classes
Not ranked	Danceathon item for everyone	$300	
Not ranked	Gym equipment	$700	
Not ranked	School experience	$1,000	
	Total	**$15,400**	

Will also have CCFWR funds. Dan to confirm what exact funds are in that account.

Events:

Subcommittee Event Leads assigned. Reach out to them for support and any inquiries on planning.
2026-2027 Events Tracker.

Oktoberfest Lunch & Assembly - Oct 15 - net $554.40

- Sausages on bun sold at $7.50/ea, 153qty for $1,147.50
- Pretzels sold at $3/ea, 227 qty for total $681.00
- Feedback: conflicted with Gr6 field trip, Gr7&8 Flag Football. Consider alternate dates. Consider hot dogs along with sausages on a bun.
- Caterer located in Cambridge - investigate a Waterloo option for warm lunches.

Danceathon Minor Fundraiser - Oct 30 - net $6,260 (incl. Oktoberfest luncheon)

- Glow Item pkgs included lower value this year and sold as $15, $25, $50 and Open Donation. Sold $4,105. (2025 – sold $4,670).
- Popcorn had the same pricing as 2025 $3/ea. Sold $2,721. (2025 – sold $2,952).
- Open Donation $1,285 received this year. (2025 - $104.50).
- Feedback welcomed and being collected on planning doc for future considerations.

Upcoming:

- Staff Appreciation: Nov 13, Lead - Amanda, Potluck sign up is live
- Winter Clothing Swap: Nov 26, Lead - Alison, campaign is active with bins located in school, volunteer Sign up sheet coming
- Scholastic Book Fair: Nov 26 - Admin to confirm CSAC role
- Angel Day: Dec 11, Lead - Alex, event schedule and volunteer sign up sheet coming

- Feast Day - St Agnes Patron Saint: Jan 21, Admin to confirm CSAC role
- Pancake Day: Feb 9, Lead - Natasha. Save the date.

VSC: CSAC team has completed the VSC process. Tracking has been confirmed with school Admin and located in binder. See tracking doc for details and transportation support.

Next Meeting Dates	CSAC Meeting Dates: meeting start 6pm ● ~~October 3, 2026~~ ● ~~November 3, 2026~~ ● January 5, 2027 ● March - TBC ● April - TBC ● May - TBC (Closing meeting with Reporting) ● June TBC - Celebration and thanks!