2025-2026 Catholic School Parent Council (CSPC) Annual Report

The completion of this report is a Ministry of Education and Toronto Catholic District School Board (TCDSB) requirement of all Catholic School Parent Councils.

The submission deadline for the CSPC Annual Report is Friday July 3, 2025.

It is recommended this report be completed in collaboration with the CSPC and Principal.

From the Education Act 612/00 Annual Report24. (1) Every school council shall annually submit a written report on its activities to the principal of the school and to the board that established the council. O. Reg. 612/00, s. 24 (1). (2) If the school council engages in fundraising activities, the annual report shall include a report on those activities. O. Reg. 612/00, s. 24 (2). (3) The principal shall, on behalf of the school council, give a copy of the report to every parent of a pupil who, on the date the copy is given, is enrolled in the school. O. Reg. 612/00, s. 24 (3). (4) Subsection (3) may be complied with by doing one or more of the following: 1. Giving a copy of the report to the parent's child for delivery to their parent. 2. Posting a copy of the report in the school in a location that is accessible to parents. 3. Delivering a copy of the report to the parent by email or by other electronic means. 4. Posting a copy of the report on the school's website. O. Reg. 674/20, s. 4.

From the TCDSB CSPC Policy S.10 25. An annual report on the CSPC's activities will prepared by CSPC each year, as of May 31st, and submitted to the principal, to the board and to the local trustee. The annual report will be posted to the school's portal page.

CSPC Information

1. Name of School *

St. Alphonsus Catholic School

2. Submitted by Principal and/or CSPC Chair/Co-Chairs (Enter Name(s)) *

CSPC Chair

3. Email *

powerchristie@hotmail.com

4. Superintendent Area *

Superintendent of Schools - Area 5 - Geor...

5. Trustee Ward *

Ward 9 - Kevin Morrison

Activities and Governance

6. The Principal provided all parents with written or electronic notice of the date, time, and location for the Annual General Meeting (AGM) and elections of the parent representatives, at least 14 days before the date of the elections. *

- (●) Yes
- ( ) No

7. The CSPC elections were held within the mandated 30 calendar days, after the first day of school. *

- (●) Yes

- ◯ No

8. The CSPC followed Operational Governance by (check **ONLY** which apply) *

- ☑ Using the mandated TCDSB, CSPC By-Laws template - Catholic School Parent Councils Policy S.10, Appendix A - TCDSB CSPC By-Laws.
- ☑ Reviewing the 7 local amendments to the mandated TCDSB CSPC By-Laws, to comply with the required yearly review and ratification by the school community at the 2025 AGM.
- ☑ Communicating the school's current TCDSB CSPC By-Laws by sharing them with the school community or by posting them on the TCDSB's school's webpage.
- ☑ Electing all members of the CSPC in accordance to the TCDSB CSPC By-Laws.
- ☑ Maintaining all CSPC documentation at the school for a minimum of seven years as per CSPC Policy S.10.
- ☐ None of the above

9. The **composition of the CSPC** was made up of the following **voting positions** (check **ONLY** the positions that were filled as per the school's TCDSB CSPC By-Laws) *

- ☑ Parent Representatives (# as stipulated in the CSPC By-Laws under Article 5.1 Elected Voting Members)
- ☑ Teacher Representative
- ☐ Non-Teacher Representative
- ☑ Community Representative (# as stipulated in the CSPC By-Laws under Article 5.2 Appointed Voting Members)
- ☑ OAPCE Representative
- ☑ Parent with an Interest in Special Education

- [ ] Pastor or Pastor Designate (Appointed by the pastor)
- [ ] Student - Secondary
- [ ] Student - Elementary (Optional, at the principal's discretion)

10. What is the **total number of voting members?** Please include all **voting positions** selected in the **composition of the CSPC** in the previous question. (numerical answer only) *

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11. The CSPC kept the school community informed by (check **ONLY** which apply) *

- [x] having the the required minimum number of CSPC meetings (4, including the AGM).
- [x] communicating the dates and times for all scheduled CSPC meetings to the school community immediately after the election of The Council.
- [x] posting the dates and times for all scheduled CSPC meetings on the TCDSB's school's webpage.
- [ ] communicating the date, time, agenda and draft minutes for all scheduled meetings to the school community in advance of each scheduled CSPC meeting.
- [x] taking minutes of all its meetings and keeping records of all its financial transactions.
- [x] sharing CSPC approved meeting minutes and financial statements from all scheduled meetings with the school community.
- [ ] posting the agenda and approved minutes on the TCDSB's school's webpage.
- [x] maintaining all CSPC documentation at the school so they are available for examination without charge to any person.

- [ ] None of the above

12. How many CSPC meetings were held in the 2025/2026 school year? *

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13. The CSPC followed Financial Governance by (click **ONLY** which apply) *

- [x] Presenting an annual (operating) budget at a scheduled CSPC meeting, that was voted and approved by the CSPC.
- [x] Discussing at a scheduled CSPC meeting, and voted to conduct fundraising activities for pre-planned purposes/uses to support student learning and well-being, in alignment with the School Improvement and Equity Plan and Safe School Plan.
- [x] The CSPC Chair/Co-Chairs ensuring that at least 3 times per year (November, April, June) a budget was reported to the school community.
- [x] The Treasurer providing financial reports at every CSPC meeting.
- [ ] None of the above

14. The CSPC raised funds using the following activities. (check **ONLY** which apply) *

- [x] Food sales
- [x] School Cash Online Lunchbox
- [ ] Dance-a-thon/Walk-a-thon/Run-a-thon
- [ ] Vendor Market (at Christmas or Year End)
- [ ] Fun Fair/Spring Fair

- [x] Raffle
- [ ] Bingo
- [ ] 50/50 Raffle
- [ ] Movie Night
- [ ] Activity Fee/Curriculum Enhancement Fee
- [x] Silent Auction
- [ ] Donation Campaign
- [x] Santa Photos
- [ ] Chocolate sales
- [ ] Big Box of Cards
- [ ] Dress Down Days
- [ ] No fundraising was done
- [ ] Other

15. CSPC funded the following initiatives that supported the goals of the School Equity and Improvement Plan and Safe School Plan. (check **ONLY** which apply) *

- [x] Student learning materials not covered by Block Budget funds
- [x] Extra and/or co-curricular student activities (e.g., excursions; buses; workshops; performances; sporting events)
- [x] Student celebrations (e.g., first communion; confirmation; graduations; holidays; spirit days)
- [ ] Charitable organizations

- [ ] Technology for students
- [ ] Parent/guardian engagement activities in addition to available PIC or PRO Grant funds
- [ ] Classroom/Teacher allotment
- [ ] Other initiatives that are in compliance with TCDSB, Policy S.10, Appendix B
- [ ] No initiatives were done
- [ ] Other

16. Did CSPC members attend the virtual CSPC training session provided by the Department of Parent Engagement throughout the 2025/2026 school year? *

- (•) Yes
- ( ) No

Parent Involvement Committee (PIC) and Parent Reaching Out (PRO) Grants Funds Utilization

The Ontario Ministry of Education's Parent Involvement Policy provides each school board with funds specifically allocated to support school-based initiatives which enhance the participation and engagement of parents in their child's education.

Each school/CSPC received the 2025/2026 $1000 allocation of the PIC and PRO Grant funds. Any unused PIC and PRO Grant funds from the 2024/2025 school year carried forward to the 2025/2026 school year to be used.

These funds should be used ONLY for parent opportunities. If funds were used for student initiatives (ie. speaker, graduation bursary, etc, please correct the transaction)

17. What was the Opening Balance for PIC and PRO Grant funds for the 2025/2026 school year? **This amount includes any unused funds from the 2024/2025 school year that carried forward, if any, plus $1000 allocation for**

2025/2026. Please enter the numerical amount in the following format: ####.## (no $, no comma) e.g., 1234.56
*

2643.00

18. Did the CSPC discuss at a CSPC meeting how to use any of the available Parent Involvement Committee (PIC) Funds and Parent Reaching Out (PRO) Grant Funds for a Parent Engagement Opportunity during the 2025/2026 school year? *

- (●) Yes
- ( ) No

19. What were the PIC and PRO Grant funds used for? *

- [x] Parent focused speaker or presentation
- [x] Parent resources to take home
- [ ] Agendas
- [ ] Parent Lending Library
- [ ] Hospitality for the parent engagement initiative
- [ ] Other

20. What was the title and description of the parent engagement initiative that used the PIC and PRO Grant funds? *

Nirturing Your Child's Well-Being

21. What was the **Total Cost(s)** of the parent engagement initiatives or resources paid with the PIC and PRO Grant funds?
Please enter amount in the following format: ####.## (no $, no comma) e.g., 1234.56 *

2197.85

22. What is the **Remaining Balance** of the PIC and PRO Grant funds?
Please enter amount in the following format: ####.## (no $, no comma) e.g., 1234.56
*

445.65

23. What **Theme(s)** were present in the PIC and PRO Grant initiative? *

- [ ] Creating a Safe and Welcoming Environment
- [ ] Respecting Parents as Partners in Education Decisions
- [ ] Improving Communication Between Teachers and Home
- [ ] Enhancing Knowledge of Ontario Curriculum and Resources
- [ ] Social Inclusion and Racism
- [x] Parenting Tools to foster understanding in emotional regulation

24. What **Outcome(s)** came from the PIC and PRO Grant initiative? *

- [ ] Increased Confidence in Public Education
- [ ] Improved Experiences in a Welcoming School

- [ ] Increased Involvement in Child's Education
- [x] Providing Knowledge, Skills, and Tools for Home and School
- [ ] Other

CSPC Financials

In addition to complying with Ministry of Education and TCDSB policy requirements, CSPCs must provide financial information to the board, so that it is included in the TCDSB 2025/2026 financial statements required by the Ministry of Education.

The Fiscal Year that CSPC Financials are to be reported in is June 1st, 2025 to May 31st, 2026.

25. What was the **CSPC Account Balance as of June 1st, 2025? (OPENING BALANCE)**
Please enter amount in the following format: ####.## (no $, no comma) e.g., 1234.56 *

2450.00

26. What was the **Total Revenues Received** by the CSPC from June 1st 2025 to May 31st, 2026? **This includes fundraising, donations, bank interest earned, if any, and PIC and PRO Grant funds. (TOTAL REVENUES)**
Please enter amount in the following format: ####.## (no $, no comma) e.g., 1234.56
*

13,854.06

27. What was the **Total Expenses Paid** by the CSPC (From June 1st, 2025 to May 31st, 2026? **(TOTAL EXPENSES)**
Please enter amount in the following format: ####.## (no $, no comma) e.g.,

1234.56
*

12,212.35

28. What was the **CSPC account balance as of May 31st, 2026? (CLOSING BALANCE)**
Please enter amount in the following format: ####.## (no $, no comma) e.g., 1234.56
*

4,000.11

29. Does the **Account Balance on June 1st, 2025** plus **Total Revenues Received** minus **Total Expenses Paid** equal the **Account Balance on May 31st, 2026?** *

- (●) Yes
- ( ) No

30. Is the CSPC account separate from the school's account or consolidated with the school's account? For **separate CSPC accounts**, please forward a copy of the CSPC's **Bank statement as of May 31st, 2026** to Joe.Fiorante@tcdsb.org *

- (●) Separate CSPC account - **FORWARD** a copy of the bank statement as of May 31st, 2026 to Joe.Fiorante@tcdsb.org (If the separate account is with **CIBC**, not required to forward a bank statement)
- ( ) Consolidated CSPC account

31. Have CSPC funds been allocated for a long term project or initiative? (ie. playground , technology) **This would not include regular CSPC expenses or**

yearly allocations. *

- ○ Yes
- ◉ No

Submission and Acknowledgment of Completed Tasks

Thank you for completing the CSPC Annual Report.

32. Before submitting the report, acknowledge that:
    1. The report was reviewed by the Principal and CSPC;
    2. The report will be presented at the following AGM (September/October 2026) and;
    3. The report will be posted on the school's webpage under the Parent Council portal with the assistance of the Principal.

After clicking SUBMIT, please save a copy of the report and provide it to the Principal and CSPC for their records. *

- ◉ Yes
- ○ No

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