



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**MINUTES OF THE  
ST. JAMES CATHOLIC SCHOOL COUNCIL MEETING**

**SEPTEMBER 28, 2023  
Library**

Minutes of the Meeting of the St. James Catholic School Council held on September 28, 2023, at 5:30 pm.

The meeting was called to order at 5:30 pm by Mr. Lococo.

**A. ROUTINE MATTERS**

**1. Opening Prayer – Prayer for Catholic School Council**

The opening prayer was led by Mr. Lococo

**2. Roll Call**

<b>CATHOLIC SCHOOL COUNCIL MEMBERSHIP</b>		Present	Excused	Absent
Principal Secretary/Treasurer	Ken Lococo	√		
Chair	Alexis Laframboise			
Co-Chair				
Teacher Representative	Cheryl Ann-Smith		√	
Teacher Representative	Sylvia Wilson		√	
Non-Teaching Representative				
Parish Representative	Father Stephen Bru		√	
OAPCE Representative				
<b>PARENT/GUARDIAN MEMBERS</b>				
	Rosie Dzugan	√		
	Sandra Richea	√		
	Stephanie Russell		√	
	Alexis Laframboise	√		
	Jenn Howe		√	
	Aaron Mendonca	√		
	Anne Harte		√	

### 3. Approval of the Agenda

Moved by Rosie Dzugan

Seconded by Sandra Richea

**THAT** the St. James Catholic School Council approved the Agenda of the St. James Catholic School Council Meeting of September 28th, 2023.

### 4. Disclosure of Interest

No Disclosures of Interest were declared with any items on the agenda.

### 5. Approval of Minutes of the St. James Catholic School Council Meeting- none

## B. PRESENTATIONS – NA

No presentations were brought forth for the meeting.

*ELECTIONS:* Mrs. Laframboise volunteered to Chair the Parent Council.

## C. FINANCIAL REPORT

- 2022-2023 Purchases made included:
  - 9 new touch screen chromebooks
  - \$3 800 in gym equipment (tournament balls - basketball, soccer and volleyball, 4 portable soccer nets for recess primary/junior and each class received a set of sports equipment to use for recess).
  - New crosswalk was painted in parking lot
  - New fencing was installed with gate access for maintenance and students at the school yard entrance. The previous chain across the area was a Health and Safety Issue as students were entering the parking lot to retrieve balls and would continually run and jump over the chain.
  - Each class received a dollar amount per student to offset school excursions
- 2023-2024 Purchases made included:
  - Smart televisions were purchased for the grade 4/5, 5/6 and 6/7 classrooms to support the teacher in facilitating instruction in the split grade. The mounting cost varied from 350-450 depending on what was required to mount the television in each classroom. Television invoice amount is pending.
- 2023-2024 Budgeting
  - Budgeting for some new student devices. A number of old HP Laptops were recycled as well as approximately 10 chromebooks that were not repairable. Approximate cost of device is \$500-\$600 per unit.

## D. PRINCIPAL'S REPORT

- The following Governance Policies are currently being reviewed as part of the [Establishment and Cyclical Review of Policies Policy \(100.5\)](#) review process.

To be considered, all submissions must identify the specific Governance Policy and include your name, phone number, address and affiliation with Niagara Catholic.

Anonymous or pseudonymous submissions will not be considered

- Admission of Elementary and Secondary Students Policy (301.1)
- Community Use of Facilities Policy (800.2)

*Please submit your feedback to [anna.pisano@ncdsb.com](mailto:anna.pisano@ncdsb.com) by 12 p.m. on November 1, 2023*

- Board Policy Approval Updates
  - 302.5 - Student Parenting AOP.pdf
- ■ 301.9 - Voluntary and Confidential Self-Identification for First Nation Metis and Inuit Students AOP.pdf

**Niagara Catholic Parent Involvement Committee** – Next Meeting will be held on Thursday November 2, 2023

The Niagara Catholic Parent Involvement Committee, as supported by the Niagara Catholic District School Board, promotes active parent/guardian engagement with all parents/guardians in all schools for the improvement of student achievement and the well-being of all students in the Niagara Catholic District School Board.

**Special Education Advisory Committee (SEAC) Report** - Next Meeting will be held on Wednesday October 4, 2023.

### **Fundraising Plan**

- Parent Engagement CSC Memo \$500 in funds to support Parent Engagement that is curriculum related (Parent Involvement Memo 069)
- September 22, 2023 to October 10, 2022 we launched Fresh from the Farm Fundraiser. Produce will be delivered between October 15 - November 9, 2022.
- Food Days: In September and October we will be running hot lunch options including pizza and pasta and pitas. The plan for October is to offer pizza and pitas, subs and another option. Each Month will have pizza and a different option for students to choose from.
- We are trying a new pizza company in October. The company will donate a mountain bike at the end of the year for the school to use as a raffle/prize.
- Planning a hot dog day where the student council can assist in making and distributing hot dogs on site.
- Milk Program began this school year on September 19, 2023.
- Toonie Tuesday initiated September 26, 2023.
- **Some fundraising options that have a high return for the school. We can choose to do both or one.**
  - Big Box of Cards Fundraiser - 33 cards for \$35. The school will receive \$11 for every box sold. If we book before March 31st, delivery fees will be waived. There are prizes for the top-selling class. They offer a fully digital campaign. You can either purchase an All Occasion box or the Birthday box.
  - Cobs Bread - We sell gift cards for Cobs Bread and the school receives \$10 for each gift card sold. We are awaiting further details from our local Cobs Bread located at Ridley Square.
  - Krispy Kreme fundraiser activity tends to have a high return. A school with 290 students sold 500 dozen doughnuts and made \$3 000 for the school. School pays \$5.00/dozen and charges between \$10-12/dozen. Minimum orders are typically 50 dozen and requires pickup in Mississauga
  - First Aid Kit fundraiser the school received was shared with the Council.
  - Halloween Dance-Thon was suggested (glow sticks, party packs, snacks).
  - Christmas Basket Raffle whereby each class is responsible for a basket (completed previously with high interest).

**E. OAPCE REPORT - None**

**F. STAFF REPORT – Mr. Lococo**

- Welcome new staff to the St. James Team: Stacey Pali (Educational Assistant), Bailey Staynes (Educational Assistant: Occasional), Amanda Roy (Child Youth Worker) and Amanda Goulet (Library Technician)
- Empower Training was held for Educational Resource Teachers. This is a program from Sick Kids designed to address reading for students. The Resource Teacher will work with a specific group of 6 students everyday for approximately 115 lessons.
- The Sports Council met as St. James is now grouped with the smaller schools. Scheduling is being worked on. We are awaiting the meeting minutes from the meeting. Cross Country has run with Board Meet scheduled for October 24th and a rain date of October 25th at Fireman's Park in Niagara Falls. Boys and Girls Junior Soccer will occur October 2nd and 3rd.
- On September 28, 2023 an Open House was held at St. James School for students and parents to tour the building and meet staff. It was meant as an informal way to welcome families back into the school.
- St. James participated in the Terry Fox Walk/Run: Chalk Art that was created out front of the school and all classes went out for a walk/run. Over \$1 800 in donations were received.

**G. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

1. - The success of our fundraising efforts will be discussed.
2. - Graduation Committee
3. School Yearbook Committee

**H. NEXT MEETING**

- To be determined. A Google Survey will be sent to members for preferred date and time.

**I. ADJOURNMENT**

- This meeting was adjourned at 6:15 pm.

**J. CLOSING PRAYER - Hail Mary**