



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**ST. JOSEPH CATHOLIC SCHOOL COUNCIL  
MEETING MINUTES**

September 11, 2023, 6:00 p.m.

Minutes of the Meeting of the St. Joseph Catholic School Council, held on September 11, 2023 at 6:00 pm. The meeting was called to order at 6:00 pm by T. Atkinson

**A. ROUTINE MATTERS**

**1. Opening Prayer**

The opening prayer was led by T. Atkinson

**2. Roll Call**

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal/Vice-Principal Secretary/Treasurer	T. Atkinson	√		
Chair				
Co-Chair	Stephanie Bays Leanne Prince Kayla Walsh	√ √ √		
Teacher Representative	A. Filice	√		
Non-Teaching Representative	H. Humphreys	√		
Parish Representative				
OAPCE Representative				
Melissa Bowker		√		
Kathleen Ciccotti		√		
Jenna Graham		√		
Melanie Harris		√		
Kristy McNally		√		
Breia Merla		√		
Andrea Piché		√		
Sarah Veld		√		
Nicole Wikkerink		√		

**Minutes of the Meeting taken by H. Humphreys**

**3. Approval of the Agenda**

Moved by Stephanie Bays

Seconded by Breia Merla

**THAT** the St. Joseph Catholic School Council approve the Agenda of the St. Joseph Catholic School Council Meeting of Sep 11, 2023

**CARRIED Breia Merla**

## A. ELECTION of Chair/Co-Chairs

1. Election of the Chair/Co-chairs for the 2023-24 St. Joseph Catholic School Council
  - Co-Chairs: Stephanie Bays, Leanne Prince and Kayla Walsh

## B. ROUTINE MATTERS

1. Land Acknowledgement Mr. Atkinson
2. Opening Prayer *Mrs. Filice*
3. Roll Call – Mrs. Humphreys
4. Approval of Agenda – Stephanie Bays, Breia Merla
5. Approval of the Meeting Minutes of the St. Joseph Catholic School Council Meeting

## C. PRESENTATIONS

1. St. Joseph Student Council Report - **None at this time. Elections will take place this month.**

## D. POLICIES FOR VETTING FEEDBACK

- Board By-Laws Policy 100.1
  - Trustee Electronic Meetings Policy 100.8
- These are just reviews. Comments due by the 28<sup>th</sup> at noon.

## E. PRINCIPAL'S REPORT

### F. Catholicity

1. **N.C.D.S.B.:** Theological Theme – 2022-2026 Through prayer, reflection, sharing and with the endorsement of Bishop Bergie, there was consensus on the following theme to guide Niagara Catholic through the next four years: “Called by Name” 2022-2023 Called by Name: You are Mine 2023-2024 Called by Name: Hear My Voice 2024-2025 Called by Name: Follow Me 2025-2026 Called by Name: Go and Make Disciples

### G. **Sacraments and Mass:** Fr. Rico and Fr. Stephen are communicating directly with the parish in regards to Sacraments. Information meeting for parents of students receiving First Reconciliation and Communion is on September 26 at 6 PM. The meeting for Confirmation Candidates and parents is on October 19 at 7 PM.

### H. Student Achievement

1. **Math:** We being a Math-Up school. It is an excellent resource for the delivery of the Math curriculum. All classroom teachers are fully engaged with the Math-Up resource.
2. **Using Data to Drive Assessment:** The staff and administration of St. Joseph are in the process of completing our Annual School Improvement Plan that will guide our educational direction throughout this coming school year. There will be four main foci for St. Joseph School for the 2023-24 academic year – Mathematics, Science, Technology and our new Language curriculum. Our ERT had tremendous success with the Empower reading program and will be administering this program again this year. We also have the Lexia reading program to assist struggling readers. They get 20 minutes a day on it and can access it from home as well.
3. **Technology in the Classroom:** We added 30 new Chromebooks to our fleet. We are now 1 – 1 in grades 5 – 8. Other classrooms have their allotment based on class size.

### I. School Climate

1. **Open House/Meet the Teacher:** Scheduled for September 28 from 6pm to 7pm.
2. **Terry Fox Walk:** On Thursday, September 21st, we will have our annual Terry Fox Walk for Cancer Research. This was a huge success last year. I will be doing the head shave again if we hit our new LARGER goal.
3. **Hallowe'en:** This year we will be celebrating Hallowe'en on Tuesday, October 31. Students will come to school in their costumes. As has been the case every year, costumes that are intended to scare or have blood or weapons are not allowed. Halloween activities will be more theme based activities in the classroom. There can be no sharing of snacks or treats. We are looking at doing a Dance-a-Thon, with council support, at the school as a fundraiser. More info to follow.
4. **Student Council:** We will be having our student council at St. Joseph's again this year. They will run our annual Thanksgiving Food Drive again. We will have a dance a thon again. They have plans for a Christmas Toy Drive and Hat & Mitten tree. They will be planning an Advent Spiral Walk for December too.

5. **Orange Shirt Day:** On Friday, September 29<sup>th</sup>, 2022 St. Joseph Catholic Elementary School will recognize National Residential Survivor Day. An email message will be sent out to invite everyone to wear their orange shirts. Web-links and activities have been shared with homeroom teachers.
- 6.
7. Niagara Catholic Parent Involvement Committee Report
8. Special Education Advisory Committee (SEAC) Report
9. Catholic School Council Financial Report - Holly

**J. OAPCE REPORT *Agenda item 4* Melissa Bowker:** Helpful tips for parents - open lines of communication, designated study spaces at home - email to parents for tips - liaise with the CSC

**K. STAFF REPORT – Mrs. Filice**

1. **New balanced day** is working very well, the am block is long but less interruptions and all are doing well with it
2. Preparing for Terry Fox Run on Sept 21st - then sports are on the horizon - XCountry will be the first

**L. SUBCOMMITTEE SIGN UP**

1. Selection of Chair/Co-Chairs of each Sub-Committee
2. By-laws/Policy –
3. Community Outreach -
4. Fundraising - Do a fundraising calendar, what is our target \$\$, planning - Co Chair-Melissa Bowker, Breia Merla and Kristy McNally
5. Graduation - Kristy McNally, Leanne Prince, Stephanie Bays
6. Hot lunches: Sarah Veld - email parents for volunteers to distribute pizza - need police checks
7. Church Fundraising: n/a
8. Safe Schools: n/a
9. School Nutrition Action Council (SNAC): n/a

**M. AGENDA ITEMS-**

1. Planning our school fundraising calendar for the year in advance to work to ensure balance and timing of planned events in the hopes of successful fundraising campaigns. Wine
2. Communication with school community from Catholic School Council. What should that look like? Example, meeting highlights perhaps and future meeting dates with key topics of discussion included etc.
  - In october communicate to parents upcoming events and round up volunteers,
  - Communicate through newsletters - asked someone to email me a paragraph - indicate the time 6-7 pm
    - Send out to the parents who signed up to help in school - on Fun Fair night
3. How to encourage and promote growth and participation on council within community if low turnout on Monday - n/a
4. OAPCE has sent out an email with some tips for parents for a successful school year. I will forward the email with attached newsletter. Perhaps we could review the tips and see if content might make a good email to send out to parents?
5. Halloween Dance-a-Thon - Tuesday Oct 31, 2023
6. Getting an internet safety and social media educator, like Paul Davis, in to speak to the students. or Sarah Westbrook
7. Fielding Estate Wine Fundraiser - get a dateline begin and end - before other schools and sports open this up

**N. NEXT MEETING - Monday, Oct 2, 2023 @ 6:00-7:00 pm**

**O. CLOSING PRAYER *Mr. Atkinson***

**P. ADJOURNMENT – 6:49 pm**