



NIAGARA CATHOLIC  
DISTRICT SCHOOL BOARD

**MINUTES OF THE  
St. Charles and Monsignor Clancy CATHOLIC SCHOOL COUNCIL MEETING**

**January 16th, 2019  
At Monsignor Clancy**

Minutes of the Meeting of the St. Charles and Monsignor Clancy Catholic School Councils, held on January 16<sup>th</sup>, 2019 at 6:00pm, at Monsignor Clancy Catholic Elementary.  
The meeting was called to order at 6:00pm by Dan Trainor.

**A. ROUTINE MATTERS**

**1. Opening Prayer**

The opening prayer was led by Mr. Trainor.

**2. Roll Call**

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal/Vice-Principal Secretary/Treasurer	Dan Trainor/ Susy Walsh	•		
Chair	Ashley Serravelle (St. Charles) Angela Coleman (Monsignor Clancy)	•	•	
Co-Chair				
Teacher Representative	Tanya Masales/ Audrey Grossi/ Christine Parlatore, Roseanne Rotundo	•		
Non-Teaching Representative	Lucy Lefebvre	•		
Student Representative				
Parish Representative	Patti McGinnis	•		
OAPCE Representative				
PARENT REPRESENTATIVES				
Laurie Hebert			•	
Jennifer Hamm		•		
Danya Continelli			•	
Kendra De Gasparis		•		
Heather McCluckie		•		
Rosanne French		•		
Marci Morandin		•		
Maria DiGio'anni			•	

**Welcome guest – Pat Vernal**

### 3. Approval of the Agenda

Moved by Heather McClukie  
Seconded by Marci Morandin

**THAT** the St. Charles and Monsignor Clancy Catholic School Councils approve the Agenda of the St. Charles and Monsignor Clancy Catholic School Councils Meeting of January 16<sup>th</sup>, 2019.

**CARRIED**

### 4. Disclosure of Interest

Item F.3 – the following individuals are board employees – Tanya Masales, Audrey Grossi, Laurie Hebert, Lucy Lefebvre, Debbie Wilsher, Roseanne Rotundo

### 5. Approval of Minutes of the Monsignor Clancy Catholic School Council Meeting of November 13<sup>th</sup>, 2018

Moved by- Kendra De Gasparis  
Seconded by- Jenn Hamm

**THAT** St. Charles and Monsignor Clancy Catholic School Councils approve the Minutes of the St. Charles and Monsignor Clancy Catholic School Council Meeting of November 13<sup>th</sup>, 2018 as presented.

**CARRIED**

## B. PRESENTATIONS

### 1. Policies Being Vetted

The following policies are being vetted:

- Death Benefit Policy (201.5)
- Deferred Salary Plan (X/Y) Policy (201.10)
- Employee Leaves of Absence Policy (201.1)
- Fundraising Policy (301.4)
- Prior Learning Assessment Recognition (PLAR) Policy (400.4)
- Progressive Student Discipline Policy (302.6.9)
- Student Transportation Policy (500.2)

Please submit your feedback to Jennifer Pellegrini by January 17, 2019

## C. Chair's Report

1. **Pro Grant**– St. Charles received a pro grant amount \$1000 for a Parent Lending Library the first step will be a parent Survey to see what type of books families/parents would be interested in. The discussion was to have a hand copy form or a google doc survey.

The plan is to complete a google survey. If there aren't enough responses, a hard copy would then be sent home. The survey will be sent to families at both St. Charles and Monsignor Clancy.

2. **Swiss Chalet/Pita Pit** –

**Pita Pit – Fourth Ave.** They will deliver and label all orders. Pita prices are between \$6-7. They would have the pitas packaged by classroom.

**Swiss Chalet** – the price is \$5.00 but most schools charge \$6.00. They will also label and package according to the classroom.

-A thought to consider is the amount of people needed to count the money.

-Discussion was about having food orders be done with the online only program. Discussed a possible start date for September 2019.

Trial – April, May, June with strictly online only. The trial will be for both Swiss Chalet and Pita Pit.

Audrey will also look at U Need A Pita to see if they

Motion to trial: moved by: Audrey Grossi and second by Christine Parlatore

## Principal's Report

### 1. Niagara Catholic Parent Involvement Committee (NCPIC) Report:

- Faith formation – will be held Thursday February 28<sup>th</sup>, 2019. NCPIC alongside Josie Rocca will host for Council Chairs and Parents a Faith Formation teaching mass/social. Location to be finalized and memo will be sent to all elementary and secondary schools.

- Ontario Association for Parents in Catholic Education – Superintendent Forsyth-Sells received a letter for Parents in Catholic Education (OAPCE) Annalisa cancelling NCPIC invitation to prepare a presentation providing further information/details on their role as the voice of catholic parents. Annalisa proposed a discounted rate for FY2018/2019 school year of \$500 vs reg. \$3,800. We have accepted and Shonna Daly will be representative for Niagara Region. Her focus is to provide feedback on OAPCE partnership and whether we will proceed to renew for next year.
- PRO GRANT – Superintendent Forsyth- Sells received confirmation from Ministry of Education that for 2018-2019 PRO GRANTS applications 22 were approved for Niagara Region
- Next NCPIC meeting is on March 7, 2019

**2. Special Education Advisory Committee (SEAC) Report: SEAC Report**

A transition to Adulthood Planning Toolkit was discussed (see the SEAC tab on the board website for the attachment) Please see the attachment. The toolkit guides parents throughout their child's transitions from elementary school (grade 7) to high school and from high school to adulthood in a parent friendly step-by- step format. The tool kit was designed as a working document for families comprised of family friendly language. It allows families to track their child's transition by checking off the steps completed and by recording notes. Transition into adulthood is a process that should begin as early as possible; this toolkit will guide families through the steps to planning a successful transition. The toolkit encourages families to make community connections, to bring people together to help in the planning of their child's successful transition into adulthood.

3. **New St. Charles Staff:** Welcome to Mrs. Woods our Kinder Prep and Planning Teacher/Mrs. Avolio our new Grade 3 teacher.
4. **Parish Masses:** Every Thursday at Monsignor Clancy and St. Charles: January 29<sup>th</sup> and February 26<sup>th</sup> (once a month - the last Tuesday of the month)
5. **WANTED:** extra hats and mittens, old boots (St. Charles) please send them over to St. Charles Any cutlery (non plastic) that you no longer need or can purchase, please send them over to St. Charles.
6. **Lottery Fundraiser Up-date:** Angela has made the initial contact for the licence. It will be in Monsignor Clancy name and it will be one account.  
Susy Walsh has begun shopping for prizes for the lottery.  
Timelines will be the same as last year.  
A generic letter (on joint letter head) will be drafted to be sent out for families that would like to donate prizes. The donators will be acknowledged in both school newsletters.  
Primary prizes should be to one of the schools by end of February.
7. **Poinsettia Fundraisers: MC - \$480.00**  
**St. Charles – over \$1000 made**
8. **Consolidation Update** – engineers have been in taking pictures and getting ready for the final plans.  
Dan has a meeting next week with the plant department with the YMCA before and after school care proposal (they need a year to meet all the requirements)  
Contact has been made with the city – hope that all permits will be completed for a July.  
CRC to move out of the former Cyber Quest rooms around March Break  
DM Robotics will be moving out after April. They are moving to the Launch Centre.  
Students will stay in their current rooms until the end of the year, unless the permits come through sooner. Then classes will be relocated into different classes in the school.  
St. Charles cubbies from the kindergarten rooms will be moved from St. Charles and used in the grade 1 and 2 rooms  
Mill work from St. Charles will come over to Clancy (its in better condition)  
Phase 1 – removal of Cyberquest, and the Grade 7 / 8 area  
Phase 2 – once the new office is ready, the Day care will be started and then the remainder of the school  
Library will have a temporary location in a classroom for next year.
9. **Sensory Path: CSC Sponsored**  
\$1579.10 in the account. \$458 was spent for Christmas books. There is a balance of 1121.06

Sensory Path – St. Charles would like to trial a sensory path outside the gymnasium, could have purposeful movement.

Variety of prices. Many companies offer these.

The path that St. Charles is looking to create is between \$500-600. Links into Positive Mindset and Zones of Regulation.

Motion to forward- Ashley Serravelle seconded by – Roseanne French

#### **D. OAPCE REPORTS**

- Heather McClukie will take on the role of OAPCE representative for our Catholic School Councils.
- No reports to share at this time.

#### **E. STAFF REPORTS**

**Monsignor Clancy** – Korean Exchange students are here at Monsignor Clancy for the following 4 weeks.

Both schools are involved in the Math Up school improvement planner. We are teaching additive reasoning models to students to support their foundational understanding of numbers.

DM robotics came last week and presented to the entire school.

The school raised over \$500 for Toys for Tots

**St. Charles** – ELKP they attended mass for the first time in December. Their inquiry is weather, snow, and airplanes.

Grade 1 – fairy tales in drama

Grade 2- animal habitats

Grade 3 – forces and structures

**Parish news** – shared the mass schedule. Father Michael has been coming into the classrooms. He is hoping to be a presence. Father Michael is talking to St. Charles about the Ten Commandments. The children have had lots of questions.

#### **F. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

- Explore playground equipment discussions
- Legacy of the names of the schools. How do we carry forward both the names of St. Charles and Monsignor Clancy? There has also been mention of the name Our Lady of the Holy Rosary being used for the amalgamated school. Keeping St. Charles for the chapel name and Monsignor Clancy for the Library Information Centre. CSC will need to discuss at next meeting and approach NCDSB in written form with suggestions to consider.

#### **G. NEXT MEETING** – March 20<sup>th</sup>, 2019 at St. Charles

#### **H. ADJOURNMENT**

Moved by Roseanne Rotundo

Seconded by Heather McClukie

**THAT** the January 16<sup>th</sup>, 2019 meeting of the St. Charles and Monsignor Clancy Catholic School Councils be adjourned.

This meeting was adjourned at 7:20 pm.

#### **I. CLOSING PRAYER** was led by Mr. Trainor and Mrs. Walsh.