



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

**SEPTEMBER 24, 2019
School Library**

Minutes of the Meeting of the St. Joseph Catholic School Council, held on September 24, 2019 at 6:30pm.

The meeting was called to order at 6:33 pm by L. Incaviglia.

A. ROUTINE MATTERS

1. Opening Prayer – Prayer for Catholic School Council

The opening prayer was led by L. Incaviglia

2. Roll Call

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal/Vice-Principal Secretary/Treasurer	Lisa Incaviglia	√		
Chair		√		
Teacher Representative	Annette Filice	√		
Non-Teaching Representative	Holly Humphreys	√		
Parish Representative	Sarah Veld	√		
OAPCE Representative	Sarah Veld	√		
PARENT/GUARDIAN MEMBERS				
Stephanie Bays		√		
Marylisa Bianco			√	
Katherine Magolan			√	
Marlies Nanninga			√	
Sarah Pegg		√		
Lyndsey Dickson		√		
Tina Karwalajtys		√		
Dina Francis		√		
Sarah Veld		√		

Minutes of the Meeting taken by H. Humphreys
Guest(s) in Attendance – NA

L. Incaviglia explained quorum – It is important to note that Catholic School Council meetings shall not proceed unless there is a quorum in attendance (50% + 1). At all meetings there must be a majority of Parent Representatives as well as the Principal. Quorum for our CSC is 5 Parent Representatives.

3. Approval of the Agenda

Moved by S. Veld

Seconded by T. Karwalajtys

THAT the St. Joseph Catholic School Council approve the Agenda of the St. Joseph Catholic School Council Meeting of September 24, 2019.

CARRIED

4. Election of Chair and/or Co-Chair

Dina Francis and Kristen MacDonald (absent so unable to be Chair) would like to stand for the position of Chair. Sharon Collins nominated Sarah Veld for the position of Chair. Sarah Veld does not wish to stand for the position of Chair. There were no other nominations for Chair. Lyndsey Dixon and Dina Francis agreed to the position of Co-Chairs for The St. Joseph Catholic School Council for the 2019-2020 school year.

5. Election of the Ontario Association for Parents in Catholic Education (OAPCE) Representative

Sarah Veld nominated herself for the position of OAPCE Representative. There were no other nominations for this position.

6. Disclosure of Interest

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

7. Approval of Minutes of the St. Joseph Catholic School Council Meeting of May 2019

Moved by T. Karwalajtys

Seconded by S. Pegg

THAT St. Joseph Catholic School Council approve the Minutes of the St. Joseph Catholic School Council Meeting of May 2019 as presented.

CARRIED

B. PRESENTATIONS – Lisa explained what kinds of presenters we have, such as Public Health, our Crossing Guard, Lauren would like to come in to speak about the benefits of walking and biking to school.

C. PRINCIPAL'S REPORT

The following Policies and Administrative Guidelines are currently being reviewed as part of the cyclical Policy and Administrative Guidelines Review process. To be considered, all submissions must identify the specific policy and include your name, phone number, address and affiliation with Niagara Catholic. *Anonymous or pseudonymous submissions will not be considered*

- [Employee Meals and Hospitality Policy \(201.14\)](#)
- [Employee Conferences, Workshops and Meetings Policy \(201.15\)](#)
- [Opening or Closing Exercises – Safe Schools Policy \(302.6.1\)](#)
- [Acceleration/Retention \(Elementary\) Policy \(400.5\)](#)

Please submit feedback to [Jennifer Pellegrini](#) by October 4, 2019

St. Joseph Catholic School Council By-laws – reviewed and approved

1. T. Karwalajtys asked if council must put forth any agenda items 2 weeks in advance. Yes, we try to adhere to that. Time and consideration is needed to determine if the agenda item(s) is appropriate for Catholic School Council. If items come up that are not related to the mandate of Catholic School Council, Lisa welcomes people to approach her to discuss the issues privately at another time.
2. The Catholic School Councils Policy states that the purpose is to build strong Catholic identity and community, to advance student achievement and well-being for all students in the St. Joseph School Community and to enhance the accountability of the education system to parents/guardians.

Special Education Advisory Committee (SEAC) Report - None

Catholic School Council Financial Statement

Lisa reported on 2018-2019 school year financials (see attached)

1. Lisa explained last year's questionnaire in which the majority of parents expressed wanting to make an "Education Donation" one or twice per year vs ongoing fundraising
2. Lisa explained how monies were spent
3. Parents said their kids loved going to the GPAG

Parent Night Update – Paul Davis on Social Networking & Internet Safety

1. S. Veld and Lisa talked about the pros of the Social Networking Presentation on September 4th.

Establish Subcommittees - We will establish Sub-committees on an 'as needed' basis.

2. **Family Advent Mass** > Tuesday, December 17 in the evening at St. Joseph Church
 - a. Possibly ask Fr. Rico if we could do the Mass at 6 pm then go into the gathering room or cafeteria at BT and do a craft
 - b. Sarah V. said that the Advent Mass does not have great attendance, but the Gingerbread House Night had very good attendance, as did the Family Advent Breakfast
 - c. Tina K. suggested possibly doing it during a Saturday evening Mass and do an activity/craft before the Mass. Lisa I. will ask Fr. Rico. It would be nice to do it on one day/evening vs. multiple dates.
 - d. Looking into doing the Gingerbread Nativity event after the Mass on December 17th and look into doing it in the gym at school. Mass 6-6:40pm then do the craft following.
 - e. Sarah V. and Stephanie B. have agreed to be the Subcommittee chairs.
 - f. Parents would like to have Christmas songs sung by the primary grades that evening. A staff member would need to be willing to take this on.

Fundraising Plan –

1. Education Donations or go back to traditional fundraising? Or do one big fundraiser that is multi-purpose
2. Halloween Dance-a-Thon this October
3. Then at the January meeting we discuss another fundraiser
4. We have ongoing needs for technology fundraising
5. Book fair is planned for the week of October 21st

6. Lisa will speak with staff about needed items

Fun Fair June 2020 – date TBD

D. OAPCE REPORT - NA

E. STAFF REPORT

1. Mrs Filice talked about upcoming soccer tournaments and Cross Country. WE Day, Terry Fox Walk, Rick Hansen Ambassador coming to speak to the students, Orange shirt day on Monday, September 30 with Brian Kon, Niagara Catholic's Indigenous Lead, coming to speak to Grade 4 to 8 students about Residential Schools.

- F.** After the Staff Report and prior to adjournment, T. Karwalajtys raised issues regarding fair play for students with regards to sports teams. Lisa explained the Niagara Catholic Athletic Association (ncaa.ca) is the primary source of information regarding school sports. Conversations with schools' sports reps in ongoing to meet the needs of all students. St. Joseph School does an outstanding job of offering a variety of co-curricular activities to students to meet all interests.

G. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

1. Family Advent Mass

H. NEXT MEETING – Tuesday, November 26, 2019 at 6:30pm

I. ADJOURNMENT

Moved by S. Pegg

Seconded by S. Veld

THAT the September 24, 2019 meeting of the St. Joseph Catholic School Council be adjourned.

CARRIED

This meeting was adjourned at 8:03 pm.

J. CLOSING PRAYER