



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

**March 26, 2019
Library**

Minutes of the Meeting of the St. Joseph Catholic School Council, held on March 26, 2019 at 6:30pm.

The meeting was called to order at 6:40 pm by Ada DeLong.

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	Ada DeLong	√		
Teacher Representative	Colleen Morrison	√		
Non-Teaching Representative	Holly Humphreys	√		
Parish Representative				
OAPCE Representative	Tina Karwalajtys		√	
PARENT/GUARDIAN MEMBERS				
Stephanie Bays		√		
Marylisa Bianco		√		
Tim Hendriks		√		
Marlies Nanninga			√	
Sarah Pegg			√	
Melissa Szkwara		√		
Patricia Quirk		√		
Sarah Veld		√		

Guest(s) in Attendance – NA

3. **Approval of the Agenda**

Moved by S. Veld

Seconded by M. Bianco

THAT the St. Joseph Catholic School Council approve the Agenda of the St. Joseph Catholic School Council Meeting of March 26, 2019.

CARRIED

4. **Disclosure of Interest**

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

5. **Approval of Minutes of the St. Joseph Catholic School Council Meeting of November 2018**

Moved by P. Quik

Seconded by M. Szkwara

THAT St. Joseph Catholic School Council approve the Minutes of the St. Joseph Catholic School Council Meeting of February 4, 2019 as presented.

CARRIED

B. PRESENTATIONS – L. Incaviglia

Renewing the Promise Faith Formation for Catholic School Councils

- L. Incaviglia read the presentation
- Opened it up for questions
- A. DeLong suggested that we try to get more parents to attend the school masses at church/school
- It would be nice for parents to attend and sit with their children
- A later mass at school around 2:30pm may get more parents to attend, come early before end of day pick up or start early morning so parents can stay after drop off and attend. This is dependent on the schedule of the priests and the time of day that works best for them.
- Suggested having a prayer service outside in the morning in nicer weather
- C. Morrison suggested we have the outside morning prayers and invite parents.
- Have different grades/ages reading so parents/grandparents are encouraged to attend
- Closing prayer led by L. Incaviglia end of presentation
- **Design of the Board's System Priorities and Balanced Budget 2019-2020**
- L. Incaviglia read and displayed the presentation
- Vision: Why, What and How
- Each year these System Priority posters are hanging in the office
- Enrolment in a steady decline in the province
- List of updates from the Ministry
- Engaging dialogue to complete the 2019-20 System Priorities poster
- Parents have the opportunity to provide input to the System Priorities
- Provide input prior to April 23 to L. Incaviglia, she will forward it to the Director's office
- L. Incaviglia will send CSC the current System Priorities to help with ideas

C. Policies for Vetting – 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. Please submit your feedback to Jennifer Pellegrini by April 11, 2019. Anonymous or pseudonymous submissions will not be considered.

- Safe Schools Policy (302.6)
- Student Suspension – Safe Schools Policy (302.6.4)
- Student Expulsion – Safe Schools Policy (302.6.5)
- Financial Investment Policy (NEW)
- Corporate Cards, Purchasing Cards and Petty Cash Policy (600.4)
 - L. Incaviglia said it is all on the board website and how to deliver feedback

- A. DeLong ask if the student policies are brought to the attention of the student's so that they are aware of the changes
- L. Incaviglia explained that she does talk to the older students about suspensions and bullying; how police may get involved with serious matters, etc.
- M. Szkwara inquired about the Safe Schools Policy in regard to the Hold and Secure we had on February 27, 2019. Lisa explained the Hold and Secure guidelines.
- Lisa explained that our atmosphere was very calm and students felt safe. Lisa provided some insight into the information sharing process between the school, board and local police. Lisa commends the St. Joseph Staff for handling the situation very well by remaining calm and focusing on student safety.

At the Board Meeting of Tuesday February 26, 2019 the policies below were approved by the Board and are in effect as of February 26, 2019. These policies have been posted on the Board's website.

302.1 - Supporting Children and Students with Prevalent Medical Conditions

302.1.1 – Anaphylaxis Administrative Procedures

302.1.2 – Asthma Administrative Procedures

302.1.3 – Diabetes Administrative Procedures

- T. Hendriks asked how often policies are under review. They are reviewed on a cyclical basis.

D. PRINCIPAL'S REPORT

- Niagara Catholic Parent Involvement Committee (NCPIC) Report – N/A
- Special Education Advisory Committee (SEAC) Report – N/A
- Catholic School Council Financial Report
 - L. Incaviglia reported
 - Strategies for increasing donations – send a reminder the first week of April through School Messenger
 - A. DeLong explained that 85% who agreed with monetary donations are only out of the number of people who completed the survey
 - S. Veld said that because it is not listed as an “item” on each student's School Cash, people aren't reminded of it frequently enough
 - People responded to the survey looking for kids to more activities outside, L. Incaviglia is hoping to get more painted surfaces for games / play and to invest in more sports equipment for kids to use outside.
 - Recap on the purchase of 14 new Chromebooks from lunch rebates
- Volunteer Appreciation Breakfast – 5 invitations – Monday, April 8, 2019 @ 8:00am
 - Lisa asked if any CSC members are interested in attending the breakfast and she will send out the invitations to other volunteers
 - A. DeLong told everyone that it is a nice occasion with a high school band, singing, good food, etc. She suggested that if you could make it, it's worthwhile.
- Parent Night on Wellbeing – Wednesday, May 8, 2019
 - Conversation with Brian P. @ OLOF's CSC would also like to participate and make this a joint venture
 - Parent from OLOF with meet with our sub-committee
 - OLOF would be the venue as they have more parking and can also use the church parking lot
 - Possibly invite St. John community to attend also
 - L. Incaviglia has reached out to Rose Gentilcore to do a presentation on Christian Meditation that night and our parish, a dietician is lined up
 - Brian P. is securing daycare through the YMCA at OLOF so parents can use that
- Fun Fair – Wednesday, June 5, 2019
 - A. DeLong has asked to be the chair of this committee

- Lisa – we are planning to do our First Rider and Kindergarten Orientation prior to Fun Fair, beginning at 4:30 pm so that the new families can also stay for Fun Fair
- Do we still want to have the artist for caricatures?
- A. DeLong will speak to Gr 8's to engage them in the Fun Fair volunteering with games.
- Lisa would like to have a parent at each game station to monitor safety and behaviour
- A. DeLong will plan a meeting with the sub-committee

E. STAFF REPORT – Mrs. Morrison

- Intermediate Basketball - girls' went to Regionals, boys played very well in the area competition but did not advance
- We had our first Tchoukball tournament and kids played very well, may do intramurals in future
- Upcoming: Handball, Track & Field, Catholic Education Week
- NCAA is on the web to see school sporting events
- M. Szkwara said her daughter enjoys a variety of activities at the school as we offer many activities, not just sports - Meditation Mondays, playing chess, Friday Yoga – thanks us for having such great programs at lunchtime.
- Lisa commends our staff for their dedication in volunteering their time to offer many different activities for our students
- A. DeLong would like to plan a Tchoukball tournament at the Fun Fair to engage the kids
- She will find a couple of refs

F. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

1. Fun Fair

G. NEXT MEETING – Tuesday, May 28, 2019 at 6:30pm

- Catholic School Council Social on June 18th @ 5:30 pm

H. ADJOURNMENT

Moved by M. Bianco

Seconded by P. Quirk

THAT the March 26, 2019 meeting of the St. Joseph Catholic School Council be adjourned.

CARRIED

This meeting was adjourned at 8:10 pm.

I. CLOSING PRAYER was led by A. DeLong



St. Joseph Catholic School 2018-19 School Year

CSC Financials - as of March 26, 2019

Category	Description	Date	Opening Balance	Expense
Terry Fox/Holy Childhood Walk	Charitable Donations	September	834.94	834.94
Fun Fair	Year-end Fun Fair > Purchased Student Agendas	June	725.25	1192.88
Gardens & Landscaping	Maintenance of gardens/landscaping	Year round	1938.78	0.00
Education Donations	Donations from families			0.00
	(from 18 families between Dec 1-31, 2018)	January	1000.00	
	(from 27 families between January 28-March 8, 2019)	March	\$1,435.00	
	Total Donations		\$2,435.00	
Technology	Chromebooks x 14 (from Lunch Rebates)	February		4,576.77