



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**MINUTES OF THE
NOTRE DAME CATHOLIC SCHOOL COUNCIL MEETING**

**TUESDAY, SEPTEMBER 27, 2022
NOTRE DAME CATHOLIC SCHOOL LIBRARY**

Minutes of the Meeting of the Notre Dame Catholic School Council, held on September 27, 2022 at 6:00 PM.

The meeting was called to order at 6:00 PM by Principal, Emmanuel Roussos, until the election of the 2022-23 Catholic School Council Chair/Co-Chair was complete.

A. ROUTINE MATTERS

1. Opening Prayer

The opening prayer was led by Mr. Roussos

2. Roll Call

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal/ Secretary/Treasurer	Emmanuel Roussos	X		
Co-Chair(s)	Erin Lafford	X		
	Christine Vizzari	X		
Teacher Representative	Rachel Cha & Laura Saelens	X		
Non-Teaching Representative				
Student Representative				
Parish Representative				
OAPCE Representative				
PARENT/GUARDIAN MEMBERS				
Francesca Conidi-Martin			X	
Christina Guarino		X		
Tara Thornton		X		
Jody DiDomenico		X		

3. Approval of the Agenda

Moved by C. Vizzari

THAT the Notre Dame Catholic School Council approve the Agenda of the Notre Dame Catholic School Council Meeting of September 27, 2022.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Notre Dame Catholic School Council Meeting of _____

- N/A

B. PRESENTATIONS

1. Notre Dame Catholic School Council - By-Laws & NCDSB Policy Review

- Principal explained the role of the Council members as a connection to the community
- The possibility of sub-committees was mentioned based on member interest (ie. Grad Committee)
- The agenda for meetings will be created by Catholic School Council Chairs and Principal, then emailed to Council prior to meeting. CSC members could request to have items on the agenda
- Mrs. Lafford and Mrs. Vizzari were acclaimed co-chairs of the 2022-23 Notre Dame Catholic School Council.

2. Notre Dame Health & Safety Protocols

- Due to health and safety regulations and prevalent medical conditions in the school, treats sent from home to school will not be distributed to students
- A message will be going home to the community to communicate this health and safety message and to specifically mention that no treats will be sent in for Halloween

3. Niagara Nutrition Partners Grant

- Healthy Snacks in classrooms daily – fresh fruit and granola bars. Students in Grade 7/8 classes deliver food to classrooms in bins just before morning announcements.
- Students are encouraged to take from snack bins – these snacks are for everyone to enjoy
- Food delivered to classrooms has to meet certain criteria to be considered “healthy” (ie. Sugar content cannot be too high, etc)
- A staff member orders food weekly and submits reports to Niagara Nutrition Partners

4. Catholic School Council Dress Code Donations Support

- In support of NCDSB Policy 302.6.10, Notre Dame Catholic School and its CSC are required to facilitate a dress code exchange to help offset costs to families.
- The October Newsletter will contain information asking parents to send in “gently used” items of dress code that are no longer needed in their household.

5. Delta Bingo – School Fundraising

- Jody DiDomenico presented information to families about last year’s Bingo revenue generated for the school
- The school is looking for volunteers to help at Delta Bingo. The school receives proceeds from each bingo session we provide volunteers for. Our timeslot is from 12-2 PM, and we are required to provide 2 volunteers. There will be an opportunity to switch to a later timeslot if it is more convenient for volunteers to come out.

- The preference of CSC is to have parents volunteer.
- Parents need to be trained to volunteer by participating in a short online video.
- Dress code is strict – volunteers must wear a white Notre Dame polo (or plain white polo)
- Job Description for a volunteer – customer service. Volunteers are not to be cleaning tables or machines
- Each bingo session we provide volunteers for nets the school between \$500-\$1000 (if we only provide 1 volunteer, we only make ½ the amount)
- The school also has a Nevada ticket license – tickets sold are also accounted for in our fundraising initiatives.
- Bingo Account has over \$10,000 and Nevada Account has approximately \$8000 in it
- The school is limited to purchasing items that benefit the entire student population as a whole, not specific grades or classes. Approved items the school is looking to purchase are STEM (Science, Technology, Engineering & Math) learning tools and TV displays for classrooms Fundraising Goals
- In February 2023, the school will revise its proposal for fundraising goals from Bingo funds.

C. PRINCIPAL’S REPORT – see Appendix 1 attached

1. Niagara Catholic Parent Involvement Committee (NCPIC) Report
2. Special Education Advisory Committee (SEAC) Report
3. Catholic School Council Financial Statement
4. School News

D. POLICY REVIEW AND FEEDBACK

E. STAFF REPORTS

- Reported that all 3 division were taking part in activities that promote awareness of Orange Shirt Day
- The school soccer teams just competed in the Niagara Falls City Soccer Tournaments.

F. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

- 2022-23 Fundraising Goals

G. NEXT MEETING

H. ADJOURNMENT

Moved by Tara Thornton

THAT the September 27 meeting of the Notre Dame Catholic School Council be adjourned.

CARRIED

This meeting was adjourned at 6:58 PM

I. CLOSING PRAYER was led by Mr. Roussos

Appendix 1 - Principal’s Report

Niagara Catholic Parent Involvement Committee (NCPIC)

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the Niagara Catholic Parent Involvement Committee (NCPIC), is a regional body of representative stakeholders, that supports the Mission of Catholic Education and the Mission of the Niagara Catholic District School Board,

by providing a communication link to parents/guardians, Catholic School Councils, the Director of Education, and the Board of Trustees.

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.

There is currently a call for nominations for Parent/Guardian Representatives. Please visit the NCPIC page of the Niagara Catholic DSB website here for more information and nomination forms. Nomination forms are due no later than October 7, 2022.

Agenda and minutes from the NCPIC meeting on September 8 can be found on the NCPIC page of the website.

Special Education Advisory Committee (SEAC)

The SEAC of the Niagara Catholic District School works with school staff, and the Special Education Department of the Niagara Catholic DSB in implementing instructional and assessment strategies in all elementary and secondary schools in the Board.

Please visit the SEAC page of the Niagara Catholic DSB website here to find agendas and minutes from meetings throughout the school year.

Catholic School Council Financial Report

No report for the September meeting

School News

INTRODUCTIONS

1. Welcome: Our newest additions to the Notre Dame staff are: Mme. Mantesso (2/3 FI), Mrs. DeMeo (2/3), Mrs. Ledwez (3/4), Mme. Conversano (7/8 FI), Mrs. Cha (7/8), Mme. Bonin (FSL, P&P) and Mrs. Barone (PTM)

CATHOLIC FAITH, COMMUNITY, CULTURE

2. Faith Theme: The Niagara Catholic DSB will have a new theological theme for 2022-26 - "Called by Name". The subtheme for the 2022-23 school year is "You are Mine". This theological theme will guide students and staff through their faith development during morning prayers, the Journey Retreat program, and spiritual retreats. Each month, there will be a reflection in our newsletter that builds on the theme "Called by Name - You are Mine".

3. School Mass: Students will return to attending mass in-person at Our Lady of the Scapular Parish. Our opening school mass is Monday, October 3 at 10:00 AM. The Notre Dame community is invited to attend mass with us. Each week, a division of classes will attend 9:00 AM mass with the OLOS parishioners. Due to our close proximity to OLOS Parish, our students will be attending mass twice per month.

4. Terry Fox Walk: Notre Dame held its annual Terry Fox Walk on September 23. Our Student Council Co-Chairs lead our school in prayer before the school started their walk around Mitchelson Park. Our community raised close to \$550 for cancer research. Thank you to the community for donating.

5. Halloween: On Monday, October 31, Notre Dame students will be celebrating Halloween. It will be an out of dress code day and students will be invited to wear a costume (no masks) or black and orange. Parents will not be permitted in the school so students are to arrive at school in costume. Some notes for consideration - All costumes should be "student-friendly" so students can independently change and a change of clothes could be beneficial if students want to change out of their costume part way through the day.

6. Classroom Treats: Parents are asked not to send any treats for their child's class over the course of the school year (ie. Halloween, etc). The school will not be distributing treats sent from home.

7. Stay Connected: School social media accounts will be started shortly and advertised through the school newsletter. Sometimes, classroom activities will be posted. Only students whose parents completed the “Consent to release information” form will be included.

8. Purple Shirt Day / Rowan’s Law Day: Notre Dame students are invited to wear purple shirts with dress code bottoms on Wednesday, September 28 for concussion awareness.

9. Orange Shirt Day / National Day for Truth and Reconciliation: On Friday, September 30, students are invited to wear orange shirts with dress code bottoms to recognize this special day. This week our junior and intermediate students have participated in an Indigenous drum circle. On Orange Shirt Day, our intermediate students will be leading our primary students in an Indigenous dance activity.

10. Thanksgiving Food Drive: Our school will be running our Thanksgiving Food Drive from October 3-7.

SCHOOL IMPROVEMENT

11. Notre Dame School Building Improvements: Over the course of late in the school year and over the summer, the school has had some improvements to its physical structure: 7 interior classrooms and the main office were painted, all exterior awnings and fascia were repaired and painted, dead trees were removed from the front of the school, 2 portables were removed and their footprint was re-sodded, and the school is not fully accessible.

PATHWAYS

12. School/Classroom Communication: The school will communicate information to families through School Messenger. Parents who have not yet done so, are asked to register at go.schoolmessenger.com using the email address on file at the school. Each teacher will share their preferred method of classroom communication (Messenger App, NCVLE, Remind App, etc) on Curriculum Night.

13. Fire Drills and Lockdown Practice: Emergency procedures are in place and practiced in all Niagara Catholic schools throughout this school year. We continue to be required to conduct 6 fire drills and 2 hold & secure and/or lockdown drills each year. We have completed both our first fire drill and hold & secure in September. Both practices were well done, and the school use these practices as an opportunity to fine-tune its emergency procedures.

14. Extra-Curricular Activities: Students will begin extra-curricular activities. We are currently running our Soccer and Cross-Country teams. Student Council elections for class representatives will be in October. We aim to offer a variety of activities that allow our students’ gifts and talents to shine.

15. Transition to Saint Paul High School: Grade 8 students will begin attending activities offered by Saint Paul High School to aid in their transition there for September 2023. On October 12, they will attend a football game on the turf field. Some other tentative dates for transition activities are: November 23 – Grade 8 Open House & December 14 – Grade 8 Day at Saint Paul HS

LITERACY/ NUMERACY

16. Curriculum Night: On October 3, the school will host an in-person Curriculum Night, where parents can meet their child’s teacher and better understand the routines and topics covered in the classroom. There will be 3 sessions (20 mins each) where parents can go into classrooms and interact with teachers. This is meant to be a light, social evening, with general information being conveyed. Parents are encouraged to make an appointment to talk with teachers about specifics pertaining to their child’s education.

17. NCVLE: This is a tool for teachers to communicate information being presented in class to parents, and a way for students to access work if they are off for an extended period of time.