



*The Niagara Catholic District School Board through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ*



## MINUTES OF THE MARY WARD CATHOLIC SCHOOL COUNCIL MEETING

**Tuesday, September 28  
Virtual Meeting**

Minutes of the Meeting of the Mary Ward Catholic School Council, held on Tuesday, September 28 at 6:00 PM.

The meeting was called to order at 6:00 PM, by Mr. Cardamone, Principal.

### A. ROUTINE BUSINESS

#### 1. Opening Prayer

Opening Prayer was led by Mr. Cardamone

#### 2. Roll Call/Attendance

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal / Vice-Principal	Mr. Cardamone, Principal	✓		
Secretary / Treasurer	Emmanuel Roussos, Vice-Principal			
Chair				
Co-Chairs				
Teacher Representative	Mrs. Kelly	✓		
	Mrs. Wood	✓		
Non-Teaching Representative				
Student Representative				
Parish Representative				
Community Representative				
OAPCE Representative				
PARENT/GUARDIAN MEMBERS				
Natalie Masica		✓		
Candace Popivanov		✓		
Jillian Lovecchio		✓		
Sue Allinotte		✓		
Yvonne Millar				✓
Marianne Bologna		✓		
Linda Bush		✓		
Adrienne Frazao				✓
Andrea Kovalchuck		✓		
Christie New		✓		
Jennifer Deprez		✓		
Stephanie Porto		✓		
Alexandra Glen		✓		

Jennifer Babbin		✓		
Kara Bishop		✓		
Marcy Misir		✓		
Concetta Cote		✓		
Francesca Nero		✓		
Amanda Leone		✓		
Amanda Basilone		✓		

**3. Approval of the Agenda**

Moved by *Andrea Kovalchuck*

Seconded by *Kara Bishop*

**THAT** the Mary Ward Catholic School Council approve the Agenda of the Mary Ward Catholic School Council Meeting of September 28, 2021.

**CARRIED**

**4. Disclosure of Conflict Interest**

No disclosures of conflict of interest were declared with any items on the agenda.

Ms. Lovecchio disclosed that she is an Emergency instructor for the Niagara Catholic DSB

**5. Approval of the Minutes of the Mary Ward Catholic School Council Meeting – no meeting held**

**B. CHAIR’S REPORT / PRESENTATIONS**

- Health & Safety Protocols / School Re-Opening Plan
  - Reviewed protocols and School Re-Opening Plan
  - Active Screening reports will appear on classroom attendance – teachers can send reminders to families who have yet to complete active screening for students who are present
  - Library books can be signed out to bring home. When they are returned, the books will be held in a bin for a week before being recirculated
  - Only essential visitors are permitted in the school
  - Parents can use the desk in the front lobby to drop off items for students
  - Ventilation – 4 hepa-filters are placed in rooms with little to no airflow (ie. Classrooms where windows are high)
  - COVID – if a student passes the screener, then they are permitted to be sent to school. Students who exhibit symptoms should remain home until symptoms have been absent for 24 hours.
- Mary Ward’s By-Laws & CSC Policy Review
  - NCDSB Catholic School Council will be sent to council members and can be found on the NCDSB website
- Niagara Nutrition Partner Grant
  - Mary Ward will have a Grab’n’Go snack program – cheese strings, yogurt, bananas, apples. Having students enjoy a snack will be promoted
  - Snack bins will be located at the front office
  - \$547 in the Nutrition account – Niagara Nutrition Partners asks that we hold a fundraiser in return for funding. (ie. Portion of funds from a Dance-a-thon, etc)
  - It was mentioned by council that Pre-COVID each class had a bin. There were a variety of snacks in each bin that fell within the nutritional guidelines of sugar per serving

- CSC Dress Code Donations Support
  - Requirement of the Dress Code policy is for schools to support a donation program
  - Mary Ward is asking for donations of any “gently-used” items to support families in the community
  - This will be advertised in the School Newsletter and donations can be sent to school with students
  - The school is open to receiving gift cards to stores that sell dress code items that will be distributed discreetly
- Fundraising Goals
  - Fundraising goals are classroom TVs and outdoor play equipment
  - A new playground could be focus for future fundraising efforts. The old playground was removed due to safety concerns
  - Administration will inquire about the process to obtaining a new playground for the school
  - A sub-committee will be set up

### C. ELECTIONS

- Chair: Natalie Mascia and Kara Bishop are elected as Co-Chairs
- Our Lady of Scapular Parish Rep: Stephanie Porto
- OAPCE Rep: Andrea Kovalchuk

### D. PRINCIPAL’S REPORT – *refer to Appendix A*

1. Niagara Catholic Parent Involvement Committee (NCPIC) Report
  - 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.
  - Call for nominations – due Friday, October 8, 2021
  - Nomination forms can be found on the NCPIC website [here](#)
2. Special Education Advisory Committee (SEAC) Report
  - Meeting minutes can be found on the NCDSB website [here](#)
3. Catholic School Council Financial Report
  - Trivia Night – 2019 was the last trivia night
4. School News
  - Spirit Wear – reached out to vendors for quotes. Will make decision on the best quality items at the lowest price
  - Painting – Pictures of the updated office area and front foyer were displayed. Walls are painted white and door trims are green
  - Halloween:
    - Celebrated Friday, October 29
    - Students can wear a costume and/or black & orange
    - Students are encouraged to come to school dressed in costume
    - Costumes should be simple and easy for students to independently take on/off
    - Parents should send a change of clothes in the event their child wants to change out of their costume at any point in the day
    - Parents are asked to not send any treats to school, as per COVID protocols

### E. OAPCE REPORTS (Ontario Association of Parents in Catholic Education)

- Mary Ward School Rep: Andrea Kovalchuk

## F. STAFF REPORT

- Completing the Thanksgiving Food Drive
- Mary Ward Student Council has been elected – one member of each class from Gr 4-8

## G. PARISH REPORT / COMMUNITY REPORT

- October Newsletter from Our Lady of Scapular Parish has been sent out

## H. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

- Playground
- Possible Food Days

## I. NEXT MEETING: Tuesday, November 23, 2021 @ 6:00 PM

## J. CLOSING PRAYER was led by Mr. Cardamone

## K. ADJOURNMENT

Moved by *Natalie Mascia*

Seconded by *Kara. Bishop*

**THAT** the September 28, 2021 meeting of the Mary Ward Catholic School Council be adjourned.

**CARRIED**

The meeting was adjourned at 7:37 PM.

Appendix A

## Principal's Report September 28, 2021

1. **Welcome:** To Francesca Wood (Grade 6/7), Karlee Mancuso ((PTM & P&P), Tiffany DeRuiter (Secretary p.m.), Hailey Bishop (CYW), Valorie Livingston (EA), Rachel Anastasio (EA), Amanda Dyck (EA) and Patrick Dellavechia (Caretaker).
2. **Vetting of Policies:** The following Policies and Administrative Guidelines are currently being reviewed as part of the cyclical Policy and Administrative Guidelines Review process. Naming of a Board Facility Designated Area or Chapel Policy 100.15; Trustee Expenses and Reimbursement Policy 100.13. Please submit your feedback to Jennifer Pellegrini by October 28, 2021 - 12:00 p.m.
3. **Faith Theme:** "Climbing Mountains Together in Faith" is our Faith Theme for 2021 – 2022. Our focus will be to recognize the challenges and experience we have faced as a result of the global pandemic, the importance of the individual and communal journey of faith, the diverse experiences, challenges, and strengths we each carry with us on our journey and the action of moving forward together trusting in the will and love of God. Our faith theme will once again direct such elements as the daily prayer and faith formation sessions.
4. **School Building Improvements:** Over the summer our roof was re-done, all hallways, bathrooms and hallway doors were painted and bathroom sinks were replaced. Thank you to Facilities Services for leading our school improvements.
5. **School Logo Refresh:** We are in the process of confirming our new school logo. New Vision Signs & graphics was retained to refresh our current logo and create a new 'sports friendly' logo. The options were shared with staff who were able to vote on their favourite. The following are the three new logos...

6. **Tiger Spirit Wear:** While following the Elementary Standardized Dress Code policy, we will get pricing from approved Designated Board Suppliers. Once we choose supplier, we will share ordering information with families.
7. **Meet The Teacher/Classroom Communication:** Classroom teachers have chosen their preferred method to reach out to all families regarding a 'Meet the Teacher/Curriculum Night. This was conducted during the week of September 20<sup>th</sup>. As well, classroom teachers have shared their method of communicating information with families such as Messenger App, NCVLE Announcements, Remind App, etc... As always, feel free to reach out to your child's classroom teacher and plan future opportunities to discuss your child's progress, whether on the phone or virtually.
8. **Fire Drills/Hold & Secure/Lockdown:** 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 / lockdown drills each year. This year during our Fire Drills and Hold & Secure, students will remain physical distanced within their environment and classrooms and we will continue to follow both school and provincial health guidelines to ensure everyone's safety. We have completed both our first fire drill and hold & secure. Both practices were well done.
9. **Terry Fox Walk:** Mary Ward once again supported cancer research through 'walking' for Terry Fox. Mrs. Mastracci-Fera led a virtual assembly at 9:30 a.m. as a kickoff and classroom teachers shared information and videos of Terry Fox's journey. Students and staff walked through the neighborhood on September 24, 2021. Mary Ward raised \$1095.00 for the cause. Thank you to our community for donating and thank you to Mrs. Mastracci-Fera for her leadership.
10. **Halloween:** On Friday, October 29, 2021 the students of Mary Ward will be celebrating Halloween. This day will be designated an alternate dress day and students may wear black and orange or dress in costume. Students are to come to school in costume or black and orange. Parents will not be permitted within the school. Due to the COVID 19 restrictions, there will not be a Parade of Costumes. As per our H&S guidelines, parents are asked not to send any Halloween treats for the class as they cannot be shared with other students. Thank you for your co-operation and understanding.
11. **Stay Connected:** Follow us on Twitter @MaryWardNF and/or Instagram marywardniagara

**Upcoming Events:** *Rowan's Law Day Sept. 29; National Day for Truth & Reconciliation / Orange Shirt Day Sept. 30; Fire Prevention Week Oct. 3<sup>rd</sup> thru 9<sup>th</sup>; Saint Paul Visit Oct. 6<sup>th</sup>; Thanksgiving Oct. 11<sup>th</sup>; Picture Day Oct. 14<sup>th</sup>; Holy Childhood Walk Oct. 15<sup>th</sup>; Halloween Oct. 29<sup>th</sup>.*