



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

**February 4, 2019
School Office**

Minutes of the Meeting of the St. Joseph Catholic School Council, held on February 4, 2019 at 6:30pm.

The meeting was called to order at 6:30 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 – Tim DeLong

3. Approval of the Agenda

Moved by Sarah Veld.

Seconded by Patricia Quirk.

THAT the St. Joseph Catholic School Council approve the Agenda of the St. Joseph Catholic School Council Meeting of February 4, 2019.

CARRIED

4. 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 November 2018

Moved by Sarah Veld.

Seconded by Tim Hendriks.

THAT St. Joseph Catholic School Council approve the Minutes of the St. Joseph Catholic School Council Meeting of November 12, 2018 as presented.

CARRIED

B. PRESENTATIONS - None

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. Anonymous or pseudonymous submissions will not be considered.

- Employee Hiring and Selection (Teachers) Policy (203.1)
- French Immersion Policy – Admission of Elementary and Secondary Students Policy (301.1)

Please submit your feedback to Jennifer Pellegrini by March 19, 2019

The following was shared regarding each policy:

Updates to the current policies and guidelines include:

- Rescind French Immersion Policy No. 400.7
- Incorporate admission guidelines for French Immersion Program into the Admission of Elementary and Secondary Students Policy No. 301.1.
- New section added in Admission of Elementary and Secondary Students Policy No. 301.1 – FRENCH IMMERSION PROGRAM. Emphasis on entry point, attendance, registration and transportation for elementary French Immersion Program. Emphasis on attendance and program requirements for secondary French Immersion Program.
- Other changes to policy and guidelines
 - on STATEMENT OF POLICY page: name change of Voluntary and Confidential Indigenous Students, First Nation, Métis and Inuit Self-Identification Policy (301.9)

- under section REQUIRED DOCUMENTATION: ELEMENTARY AND SECONDARY: strike out of Ontario Health Card

Employee Hiring and Selection (Teachers) Policy (203.1) – The focus of our discussion was around Emergency Instructors. We discussed the selection process, need for training and Criminal Reference Check.

The Catholic School Councils Policy was approved at the Board Meeting of Tuesday December 18, 2018 and is in effect as of December 18, 2018. A copy of the approved policy was emailed to all CSC members.

D. PRINCIPAL'S REPORT

Thank you to everyone for your flexibility in moving the date from January 29, 2019 to February 4, 2019 due to the weather.

1. NCPIC Report

The Niagara Catholic Parent Involvement Committee in partnership with the Niagara Catholic District School Board, is pleased to invite Catholic School Council Chairs/Co-Chairs and Members to attend the “Catholic School Council Chairs/Co-Chairs and Members Faith Formation”.

LOCATION: OUR LADY OF SCAPULAR CHURCH, NIAGARA FALLS

DATE: THURSDAY, FEBRUARY 28, 2019

TIME: 7:00 P.M. to 9:00 P.M.

Agenda

7:00 p.m. - Mass celebrated by His Excellency Bishop Bergie

8:00 p.m. - Refreshments

8:15 p.m. - Guest Speakers: The Importance of the Triad (home, school and church)

1. Shonna Daly, Chair of the Niagara Catholic Parent Involvement Committee
2. John Crocco, Director of Education/Reflection and Questions
3. Fr. Peter Rowe, Diocesan Representative NCPIC, Pastor: St. Thomas More Catholic Church

9:00 p.m. - Closing Prayer

Please RSVP to Lisa by February 19th

2. Special Education Advisory Committee (SEAC) Report

Transition to Adulthood Planning Toolkit

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. It is important to note that the toolkit 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.

If you would like a copy of the **Transition to Adulthood Planning Toolkit**, please email Lisa.

3. Catholic School Council Financial Report

Education Donations – To date, 18 families have made donations totalling \$1000. A reminder email will be sent to all families.

4. Healthy Schools Committee Update – focus on Healthy Eating; March is Nutrition Month
 - i. Student Council members will also be involved
 - ii. Sarah Veld is trained in “You’re the Chef” program to help work with food prep, safety and food handling and storage
 - iii. Aiming to do a “Wellbeing Night” in May
 - iv. Aligns with Eco Schools initiatives such as composting and ‘Wasteless Wednesdays’
5. Fun Fair – Fun Fair – Establish Subcommittee; proposed dates June 5th or 6th
 - i. Date Selected - Wednesday, June 5th
 - ii. Put ‘Save the Date’ in the March newsletter
 - iii. Sub-committee > Patricia Quirk, Tim Hendriks, Ada Delong
6. Parent Night on Wellbeing – Establish Subcommittee; date May 8th
 - i. Ada to involve intermediate students to talk it up
 - ii. Subcommittee > Marlies Naninga, Sarah Veld, Marylisa Bianco.

- iii. An email will follow to invite our 2 excused members to join one of the subcommittees
 - iv. Tap into NCDSB staff for help with wellbeing topics
 - v. Dietician, public health nurse, etc.
7. Food Days for Term 2
- i. Pizza Day will be every Tuesday
 - ii. Every other Thursday we will use the Lunchbox Orders group to facilitate ordering and seeking vendors
 - iii. Feedback from The Lunch Lady lunch in December was not positive

E. OAPCE REPORT - Tina Karwalajtys - nothing to report at this time

F. STAFF REPORT – NA – With the revised date, Mrs. Morrison was unavailable to attend tonight’s meeting. Review of February calendar for upcoming events. Intermediate Basketball – Girls’ Team is heading to the NCAA Championship at the end of the month

- 1. Waste Management presentation
- 2. Tchoukball Tournament try-outs
- 3. Joseph musical through the church at Blessed Trinity end of Feb into beginning of March

G. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

- 1. Fun Fair
- 2. Wellbeing Night

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

I. ADJOURNMENT

Moved by Tim Hendriks.

Seconded by Sarah Veld.

THAT the February 4, 2019 meeting of the St. Joseph Catholic School Council be adjourned.

CARRIED

This meeting was adjourned at 7:28 pm.

J. CLOSING PRAYER was led by A. DeLong