



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

**SEPTEMBER 29, 2020  
VIRTUAL**

Minutes of the Meeting of the St. Joseph Catholic School Council Meeting, held on September 29, 2020 at 6:30pm.

The meeting was called to order at 6:30 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	Stephanie Bays	√		
Teacher Representative	Annette Filice	√		
Non-Teaching Representative	Holly Humphreys	√		
Parish Representative	Sarah Veld	√		
OAPCE Representative	Sarah Veld	√		
PARENT/GUARDIAN MEMBERS				
Lyndsey Dickson		√		
Dina Francis		√		
Sarah Pegg		√		

**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 3 Parent Representatives.

**3. Approval of the Agenda**

Moved by Stephanie Bays  
Seconded by Lyndsey Dickson

**THAT** the St. Joseph Catholic School Council approve the Agenda of the St. Joseph Catholic School Council Meeting of September 29, 2020.

**CARRIED**

**4. Election of Chair and/or Co-Chair**

Stephanie Bays has nominated herself for Chair. There were no other nominations for Chair.

**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 Sarah Veld

Seconded by Dina Francis

**THAT** St. Joseph Catholic School Council approve the Minutes of the St. Joseph Catholic School Council Meeting of May 2020 as presented.

**CARRIED**

**B. PRESENTATIONS – None**

**C. PRINCIPAL'S REPORT**

- The following Governance Policies are currently being reviewed as part of the [Establishment and Cyclical Review of Policies Policy \(100.5\)](#) review process.

To be considered, all submissions must identify the specific Governance Policy and include your name, phone number, address and affiliation with Niagara Catholic.

*Anonymous or pseudonymous submissions will not be considered*

- [Dress Code - Secondary Uniform Policy \(302.6.6\)](#)
- [Elementary Standardized Dress Code Policy \(302.6.10\)](#)
- [Niagara Catholic Parent Involvement Committee Policy \(800.7\)](#)
- [Accessibility Customer Service Policy \(800.8.1\)](#)
- [Complaint Resolution Policy \(800.3\)](#)

*Please submit your feedback to [Jennifer Pellegrini](#) by 4:00 p.m. October 9, 2020*

**Niagara Catholic Parent Involvement Committee – NCPIC**

Greetings on behalf of the Niagara Catholic Parent Involvement Committee-October 2020

The Niagara Catholic Parent Involvement Committee, held the last meeting of 2019-2020 electronically on Thursday, September 10, 2020 at 6:30 p.m. The NCPIC welcomed back members and staff and Director of Education, Camillo Cipriano, Superintendents of Education, Gino Pizzoferrato and Kim Kinney, and Controller of Facilities Services Clark Euale. The next meeting is November 5, 2020.

Parent/Guardian Representatives

Nomination forms for parent/guardian representatives on the Niagara Catholic Parent Involvement Committee are to be received no later than 4:00 p.m. EST., on Friday, October 9, 2020. [Niagara Catholic Parent Involvement Committee: Parent/Guardian Nomination Form](#)

Parents Reaching Out (PRO) Grants 2019-2020

For the 2019-2020 school year the Ministry of Education provided funds centrally for Parent Engagement. A portion of the funding supported a parent workshop with Kevin Cameron entitled “Parenting with Wisdom” on January 9, 2020. The remaining funds, approved by the Ministry of Education, were used to purchase gift cards for 97 identified Niagara Catholic families during school closure.

## Special Education Advisory Committee (SEAC) Report - None

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

1. 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. The number of members will be changed to 5.
  - a. Dina Francis asked if there's anything we need to add for COVID-19 procedures, Lisa will look into that with her Superintendent.

### Catholic School Council Financial Statement

Lisa reported on 2019-2020 school year financials

1. Lisa explained that last year's financial statement shows less funds raised than in previous years due to the school closure from March 13<sup>th</sup> to June 30<sup>th</sup>.

### Fundraising Plan

- Fundraising will look different to start the school year. At this time, we are unable to begin food days. We will need to participate in fundraising that is completely online, with families purchasing online and home deliveries of goods ordered. Two online fundraising events are:
  - Fundsceipts – gift cards purchased would be shipped directly to families homes
  - DFS Canada.com
  - Suggestions were: Dina F.: Stella & Dot, Tupperware, etc. And those parents would give their commissions as the fundraiser back to the school
  - Lyndsey: Mabels Labels school fundraising
  - We will look into the best rebates and see what DFS offers. Mabels Labels – 20% rebate
  - Sarah Veld: Wine fundraiser possibility, she will look into it.
  - Lisa I., as the school year progresses we may be able to have a dance-a-thon again among other events – we will need to see what protocols remain in place due to COVID-19 as the school year progresses

**D. OAPCE REPORT – Sarah Veld:** They will be scheduling and having support for parents virtually.

**E. STAFF REPORT – Mrs. Filice** – September has been a successful month and staff are all thrilled to be back and with your children. Tomorrow is Out of Dress Code – wear Orange and/or Purple. September 30<sup>th</sup> is both Orange Shirt Day and Rowan's Law Day. Terry Fox 40<sup>th</sup> Anniversary - "What's your 40?" We have a school goal of raising \$800. If we raise at least \$800, all staff will dress up as a superhero for the day. The date for this is to be determined.

1. Recess is going well with all the changes. Staff and students are happy with what everyone is doing to keep things going.
2. We have been approved to move forward with picture day – we need them for our admin system for safety reasons. Very strict guidelines on picture day and we are working through the process with Lifetouch for picture day. Use of library, physical distancing, gloves, masks and shields. Hopefully it will be in October sometime after Thanksgiving. Also looking into pictures for our virtual learners and Grad pictures. We will have class composites instead of group photos.
3. Sarah V. - Chromebooks? bringing in own devices are we sharing if students don't bring any in, are we fundraising for more?
4. Lisa: Yes, part of the budget to purchase more and fundraising where possible. We do have Chromebooks available to students. We have some Chromebooks in homes for virtual learning. Staff make sure that each device is sanitized prior to another child using it. There is a worldwide shortage of Chromebooks which could take well into 2021 to receive them. Some challenges are helping in-person and virtual learners. We are not mandating that

children bring in their own devices. The decision to request devices at school will be up to each individual teacher.

**Lyndsey D: Is there going to be Halloween?** Lisa: We need to ensure that we are not putting pressure on families to buy costumes if they are not participating in Halloween this year. With the restrictions in place due to COVID-19, there will be no sharing of treats or any other items. Lisa will reach out to other principals in the area to see what the consensus is regarding Halloween. An email will be sent to families closer to Halloween with the direction for this year.

Sara V – suggestions are classroom celebrations with trivia and other classroom activities.

**F. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS**

1. Any activities this school year will be dependent upon changes to the current gathering size and public health guidelines.

**G. NEXT MEETING – Tuesday, November 24, 2020 at 6:30pm VIRTUAL unless directed otherwise**

**H. ADJOURNMENT**

Moved by Sarah Veld

Seconded by Stephanie Bays

**THAT** the September 29, 2020 meeting of the St. Joseph Catholic School Council be adjourned.

**CARRIED**

This meeting was adjourned at 7:30 pm.

**I. CLOSING PRAYER**