



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

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

SEPTEMBER 26, 2022

Room 110

Minutes of the Meeting of the St. James Catholic School Council held on September 26, 2022, at 5:30 pm.

The meeting was called to order at 5:30 pm by Mr. Lococo.

A. ROUTINE MATTERS

1. Opening Prayer – Prayer for Catholic School Council

The opening prayer was led by Mr. Lococo

2. Roll Call

CATHOLIC SCHOOL COUNCIL MEMBERSHIP		Present	Excused	Absent
Principal Secretary/Treasurer	Ken Lococo	√		
Chair	Kara McLachlan	√		
Co-Chair				
Teacher Representative	Nancy Mancuso	√		
Teacher Representative	Sylvia Wilson	√		
Non-Teaching Representative				
Parish Representative				
OAPCE Representative				
PARENT/GUARDIAN MEMBERS				
Stella Wheeler-Bigford		√		

Minutes of the Meeting taken by K. Lococo

Guest(s) in Attendance – NA

3. Disclosure of Interest

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

B. PRESENTATIONS – NA

C. PRINCIPAL'S REPORT

Policy Vetting

- 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

- 600.6 Privacy Policy
- 600.2 Records and Information Management Policy

Niagara Catholic Parent Involvement Committee – First Meeting was held on Thursday September 8, 2022. George Roussos Represents St. Francis Catholic High School and its Family of Schools

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.

Special Education Advisory Committee (SEAC) Report - First Meeting was held on September 8, 2022. No report at this time.

Catholic School Council Financial Statement - Mr. Lococo explained the financial statements.

- The Mom's Pantry account has \$1 020.40. The funds will be transferred to the Principal's Project Account.
- Currently funds exist in the playground maintenance budget and clarification for how these funds are to be allocated is pending. It is believed that these funds are earmarked for Kindergarten Playground installation. Potential start date of the new playground is 2023.

Fundraising Plan

- September 22 to October 10, 2022 we launched Fresh from the Farm Fundraiser. Produce will be delivered between October 15 - November 9, 2022.
- Food Days: In September and October we will be running hot lunch options including pizza and pasta and pitas. The plan for November is to offer pizza and pitas and another option. Each Month will have pizza and a different option for students to choose from.
- Would parents want more than two food days in a month? Mrs. Wheeler-Bigford suggested parents would appreciate one food day per week.
- Subs and Urban Cravings as well as Swiss Chalet will be looked at as possible options.
- **Below are some fundraising options that have a high return for the school. We can choose to do both or one.**
- Big Box of Cards Fundraiser - 33 cards for \$35. The school will receive \$11 for every box sold. If we book before March 31st, delivery fees will be waived. There are prizes for the top-selling

class. They offer a fully digital campaign. You can either purchase an All Occasion box or the Birthday box.

- Cobs Bread - We sell gift cards for Cobs Bread and the school receives \$10 for each gift card sold. We are awaiting further details from our local Cobs Bread located at Ridley Square.
- Krispy Kreme fundraiser activity tends to have a high return. A school with 290 students sold 500 dozen doughnuts and made \$3 000 for the school. School pays \$5.00/dozen and charges between \$10-12/dozen. Minimum orders are typically 50 dozen and requires pickup in Mississauga
- Halloween Dance-Thon was suggested (glow sticks, party packs, snacks).
- Christmas Basket Raffle whereby each class is responsible for a basket (completed previously with high interest).
- Toonie Tuesday: is done at other schools and supplies are ordered through McNabb (Ice Cream/Popcorn).

D. OAPCE REPORT - None

E. STAFF REPORT – Mrs. Mancuso

- Empower Training was held for Educational Resource Teachers. This is a program from Sick Kids designed to address reading for students. The Resource Teacher will work with a specific group of between 6-8 students everyday for approximately 115 lessons.
- The Sports Council met as St. James is now grouped with the smaller schools. Scheduling is being worked on. We are awaiting the meeting minutes from the meeting.
- On September 14, 2022 an Open House was held at St. James School for students and parents to tour the building and meet staff. It was meant as an informal way to welcome families back into the school.
- St. James participated in the Terry Fox Walk/Run: Chalk Art that was created out front of the school and all classes went out for a walk/run.
- Mass was attended at St. Denis Church on September 26 by grades 4-8. Mr. Lococo advised that he and Father Stephen are working on a schedule for the SOLI Sisters to attend the school every other Wednesday to work on the Religion Program with the staff and students. Each month will vary in topics.

F. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS - The success of our fundraising efforts will be discussed.

G. NEXT MEETING

- To be determined

H. ADJOURNMENT

- This meeting was adjourned at 6:30 pm.

I. CLOSING PRAYER - Hail Mary