



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE CANADIAN MARTYRS CATHOLIC SCHOOL COUNCIL MEETING

SEPTEMBER 29, 2025

Room 119

Minutes of the Meeting of the Canadian Martyrs Catholic School Council, held on September 29, 2025, at 6:00pm.

The meeting was called to order at 6:00 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	√		
	Diane Bishop			
Co-Chairs	Rose Allison and Deanna Arlia	√		
Teacher Representatives	Nancy Mancuso and Tina Ianniello	√		
Non-Teaching Representative	Alexandra Moore	√		
OAPCE Representative	Shannon Walton	√		
PARENT/GUARDIAN MEMBERS				
Nicole Cameron			√	
Robert D'Amboise		√		
Samantha Krawczuk		√		
Jacqueline Rizza		√		
Melissa Sticca		√		

Minutes of the Meeting taken by L. Incaviglia

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 5 Parent Representatives.

3. Election of Chair and/or Co-Chair

Rose Allison and Deanna Arlia would like to stand for the position of Chair. There were no other nominations for Chair. Rose Allison and Deanna Arlia to be Co-Chairs of The Canadian Martyrs Catholic School Council for the 2025-2026 school year.

5. Election of the Ontario Association for Parents in Catholic Education (OAPCE) Representative

Shannon Walton nominated herself for the position of OAPCE Representative. There were no other nominations for OAPCE Representative.

6. Disclosure of Interest

Members of Catholic School Council shall declare a conflict of interest in matters that they, members of their families or their business affiliations could directly or indirectly benefit from the decisions of the committee.

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

7. Approval of Minutes of the Canadian Martyrs Catholic School Council Meeting - NA

- B. PRESENTATIONS** – The Role of Catholic School Council – Lisa Incaviglia - Slideshow presentation that focused on the purpose of Catholic School Council, membership, meetings, subcommittees and attendance.

C. PRINCIPAL'S REPORT

Niagara Catholic Parent Involvement Committee – NCPIC – The NCPIC is our regional CSC. There is representation from all regions. This Committee will typically host an event for all Catholic School Councils. More information will be shared as it comes available.

Special Education Advisory Committee (SEAC) Report - SEAC has also hosted events for parents/guardians in previous years. There is no report at this time. More information will be shared as it becomes available.

Canadian Martyrs Catholic School Council By-laws

1. The Catholic School Council 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 Canadian Martyrs School Community and to enhance the accountability of the education system to parents/guardians.
2. By-laws will be sent to CSC members for final review before posting on the school's website.

Catholic School Council Financial Statement

Lisa reported on 2024-2025 school year financials

Charitable Endeavors

1. Orange Shirt Day - \$85 (raised for the Woodland Cultural Centre)
2. Terry Fox - \$813 last year - \$1030 this year!
3. Kids Helping Kids - \$872.85
4. Project Plaid - \$200 (raised for Pathstone)
5. Rankin Run - \$1000

Total Charitable Funds Raised: \$2970.85

(Plus, a successful clothing and electronic drive, the North of 60 project, and two well provided for food drives)

School Fundraisers

1. Dance a Thon - \$6179.28
2. Candy Grams - \$1553.62
3. COBS Bread - \$2697
4. Krispy Kreme - \$2205
5. Splash the Staff - \$1052

Total School Funds Raised: \$13,686.90

Fundraising Plan

The school is continually purchasing technology for classrooms and students. Many devices are aging and need to be replaced. The goal is to have one device for every student. Chromebooks are important tools for students to use.

We will be having a Halloween Dance-a-thon on October 31st. This was shared in the October Newsletter and Calendar. More details will be forthcoming.

Based on the success of last year's fundraisers, we will continue with them this school year.

We will move forward with getting more information from Facilities about purchasing playground equipment for the school. L. Incaviglia will reach out to Facilities for a site visit, as this is the next step and report back at our next meeting.

Parent Engagement Plan

\$500 is available to access for a parent engagement event. We can also apply for an additional \$1000 of funding if needed.

We discussed that the events we have hosted in the last few years haven't been very well attended, despite our surveys of the community's interests and the best night of the week for an event. We do know that parents enjoy coming to the school to participate in activities with their children.

Ideas discussed at the meeting include:

- Career Fair
- Nutrition - parent and child making a healthy snack together that doesn't require any cooking
- Safety - Home Alone & Babysitting Course; basic first aid

Christmas Market & Mingle - We will develop a sub-committee to prepare for this event and begin meeting in mid-October. Lisa will review available dates for the event. Deanna, Melissa and Samantha would like to be on the committee.

D. CHAIRS/CO-CHAIRS REPORT - This is meant for the co-chairs to present information from sub-committee meetings or other events attended, where information is meant to be shared with the group.

E. POLICIES FOR VETTING – FEEDBACK

Niagara Catholic is governed by policies approved by the Board of Trustees. These policies are reviewed or vetted on a five-year cycle to ensure they meet legislative requirements and the needs of our system. The Board may also review a policy sooner, if necessary.

We invite all stakeholders to take part in the vetting process by providing feedback.

Stakeholders include:

- Parents and guardians
- Students

- Staff
- CUPE (the union representing jobs such as custodians and caretakers, educational assistants, early childhood educators, librarians, secretaries, and other support staff)
- OECTA (the Ontario English Catholic Teachers' Association, which represents teachers)
- The Special Education Advisory Committee (SEAC)
- The Niagara Catholic Parent Involvement Committee (NCPIC)
- The Diocese of St. Catharines

To be considered as part of the vetting process all feedback must include:

- The stakeholder's name
- The stakeholder's address and phone number
- The stakeholder's connection to Niagara Catholic

When vetting closes, the Director and Senior Staff review all feedback. They provide a summary of comments and suggested changes to the Committee of the Whole for consideration and recommendation. Once approved by the Committee of the Whole, the policy is forwarded to the Board for final approval. The following Governance Policies are currently being reviewed as part of the Establishment and Cyclical Review of Policies Policy (100.5) review process.

- [Board By-Laws Policy 100.1](#)
- [Trustee Electronic Meetings \(Board and Committees\) Policy 100.8](#)

Please submit your feedback to [Anna Pisano](#) by 12:00 pm on October 29, 2025

L. Incaviglia will send the policy via email to the CSC for their review and consideration to provide feedback before the deadline.

F. STAFF REPORT – Mrs. Mancuso

Religion

Chaplaincy Visits - All classes from K-8 will participate in chaplaincy visits throughout 2025-2026. These sessions have been developed to support the Religion curriculum. The first visit will be on October 29th.

Opening School Mass at St. Alfred Church was on Wednesday, September 17th at 10:30 am.

Thanksgiving Food Drive - The Student Council is collecting and organizing donated items on a daily basis. Donations will be given to the St. Vincent de Paul Society. The Food Drive runs until Thursday, October 9. A list of preferred items will be in the October Newsletter.

Special Events

Rowan's Law Day - Concussion Awareness/Safety - Wednesday, September 24th - "A bump on the head or body can hurt - so tell an adult right away". Students were encouraged to wear purple clothing and accessories to recognize this concussion awareness day.

Picture Day was on Thursday, September 25th. These were individual photos of the students. Group photos will take place in the spring.

Terry Fox Run - Friday, September 26th - Students also participated in grade-appropriate lessons about Terry Fox's perseverance and courage.

Orange Shirt Day - We wear orange clothing and accessories today, Tuesday, September 30th. Resources have been provided to teachers to present age-appropriate lessons about this day of Truth and Reconciliation. This is the 12th year commemorating Orange Shirt Day. A school wide initiative to decorate a feather is taking place. Students will be asked to write a word or phrase in connection to Every Child Matters and these will be displayed in the front foyer.

Scholastic Book Fair - Mrs. Penner, the librarian, is running a book fair from Monday, September 29th-Thursday, October 9th. The first week is book viewing only. Book buying begins Oct. 6th. Parents are welcome before school and after school on Wednesday, Oct. 8th and Thursday, Oct. 9th. This is a great opportunity for students to purchase books and the proceeds will go back into buying books for the library.

Halloween Dance-a-Thon – We will have a Halloween Dance-a-Thon again this year, with proceeds going toward technology for classrooms. The dance will take place in the gymnasium again on Friday Oct. 31st.

Student Clubs and Sports

Junior and Intermediate Soccer teams have practiced and were selected. The junior girls tournament was on Tuesday, Sept. 23rd. They made it to the semi-finals, however lost. The junior boys played on Wednesday Sept. 24th. The Intermediate girls tournament was today, Monday, Sept. 29th and they won! The intermediate boys will play their tournament on Wednesday, Oct. 1st.

Cross Country Running practices for Grades 4-8 have also begun and the area meet is on Tuesday, October 14th.

We also have a variety of classes going on school trips. The Grades 1s and 2s are going to the Safety Village on Thursday Oct. 2nd and Friday Oct. 3rd.

The Grade 3s are going to the Jordan School House on October 23rd and 24th and our Kindergarten classes will be going to the Pumpkin Patch on Thursday October 23rd.

G. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS – Christmas Market & Mingle, Dance-a-thon Recap, Parent Engagement Event, Playground

H. NEXT MEETING – Monday, November 24, 2025 at 6:00pm in the Library.

I. ADJOURNMENT

This meeting was adjourned at 7:05pm.

J. CLOSING PRAYER – Hail Mary