



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING

JANUARY 11, 2018

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, January 11, 2018 at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

The meeting was called to order at 7:15 p.m. by Chair Daly.

A. ROUTINE MATTERS

1. Opening Prayer

Opening prayer was led by Fr. Peter Rowe.

2. Roll Call

Parent Members	Affiliations	Present	Excused	Absent
Shonna Daly	Fort Erie/Port Colborne/Wainfleet	√		
Leanne Prince	Grimsby/Lincoln/West Lincoln/Pelham	√		
Rebecca Williams	Grimsby/Lincoln/West Lincoln/Pelham	√		
Kim Hedden	Merritton/Thorold		√	
Heather McCluckie	Merritton/Thorold	√		
Chris Kouroushis	Niagara Falls/Niagara-on-the-Lake	√		
Rita Colling	Niagara Falls/Niagara-on-the-Lake	√	Excused at 8:30 p.m.	
Mary Mannella-Byers	Niagara Falls/Niagara-on-the-Lake	√		
Josephine Muraca-Lettieri	Niagara Falls/Niagara-on-the-Lake		√	
Marion Battersby	St. Catharines	√		
Lisa Finley	St. Catharines			√
Kate Hingston	St. Catharines	√		
Angela Lorenzo	St. Catharines	√		
Carrie Vernelli	Welland	√	Excused at 8:25 p.m.	
Leone Strilec	Development and Peace	√		
Shelley Gilbert	Society of St. Vincent de Paul		√	
Anna Racine	SEAC Representative	√		
Fr. Peter Rowe	Bishop/Diocesan Representative	√		
Gabriel Demizio	Secondary Student Senate Representative	√		
Trustees				
Kathy Burtnik	Trustee	√		
Dino Sicoli	Trustee		√	

The following staff was in attendance:

Lee Ann Forsyth-Sells, Superintendent of Education, Kim Kuchar, Elementary Principal, and Yvonne Anderson, Recording Secretary.

Regrets sent: Dino Sicoli, Shelley Gilbert, Bradley Johnstone, Josephine Muraca-Lettieri and Josie Rocca

3. Approval of the Agenda

Moved by: Rita Colling

Seconded by: Marion Battersby

THAT the Niagara Catholic Parent Involvement Committee approve the agenda of the Niagara Catholic Parent Involvement Committee Meeting of January 11, 2018 as presented.

CARRIED

4. Declaration of Conflict of Interest

No conflict of interest was declared.

5. Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of November 2, 2017

Moved by: Heather McCluckie

Seconded by: Leanne Prince

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of November 2, 2017 as presented.

CARRIED

B. PRESENTATIONS

1. Don't Freak Out-Vincent Atallah and Adam Vasallo

Superintendent Forsyth-Sells provided further clarification on the components of the Don't Freak Out presentation proposal. The presentation will be shared with the secondary Principals.

2. Catholic Education Symposium- November 14 and 15, 2017

Shonna Daly, Josephine Muraca-Lettieri, Leanne Prince and Carrie Vernelli represented the NCPIC at the Catholic Education Symposium on November 14 and 15, 2017 in Toronto. The symposium was organized by the Ontario Bishops to gather information from all partners in Catholic Education to support the writing of a sequel to "Renewing the Promise". Bishop Bergie was the keynote speaker and presided over the Mass. NCPIC representatives reported that the symposium was well attended by various partners in Catholic Education, and that the sessions were inspirational and evoked self-reflection.

C. Chair's Report: Recommendation to the Board

Motion by: Leanne Prince

Seconded by Heather McCluckie

THAT the Niagara Catholic District School Board review the Catholic School Council Policy No. 800.1 to include the following statement, "that each Catholic School Council is to host a annual Faith Formation for the school community".

CARRIED

D. 2017-2018 NCPIC GOALS

NCPIC Newsletter

Superintendent Forsyth-Sells reported that the Draft January 2018 NCPIC Newsletter was provided for review. The NCPIC Newsletter will be sent to all elementary and secondary Principals. Principals will share the newsletter with parents/guardians through SchoolConnects. It will be posted on the Board website under parent involvement and printed copies will be made available at each school upon request.

E. SUBCOMMITTEE REPORTS

1. FAITH FORMATION

- A recommendation was made to hold a NCPIC Faith Formation at the Niagara Catholic Journey Retreat Centre in June 2018 facilitated by the Student Senate.
- Discussion occurred around the Niagara Catholic Parent Involvement Committee hosting a Faith Formation evening for students, parents/guardian and the school communities in October 2018.
- The Faith Formation subcommittee will meet to further discuss these initiatives and will share the details at the next NCPIC Meeting of March 1, 2018.

2. POLICY- Chair Daly

The following Policies and Administrative Guidelines are currently being reviewed as part of the cyclical Policy and Administrative Guidelines Review process.

Recommendations made for the following policies at the NCPIC Meeting of January 11, 2018 will be submitted to Jennifer Pellegrini on behalf of the NCPIC on January 12, 2018.

Assignment of Principals & Vice-Principals Policy No. 202.1

Under Administrative Procedures point 9.

Appointments, assignments and/or reassignments of Principals and/or Vice-Principals will be made by the Director of Education with consideration given to the Principal Profile as completed by the Catholic School Council in consultation with the Catholic School Council Chair and submitted by the Catholic School Council on an annual basis. Appointments and assignments will be reported to the Board.

- Recommendation: Create an electronic Principal Profile form for Catholic School Councils to complete and submit annually.

Employee Attendance During Inclement Weather and Workplace Closure Policy No. 201.9

- No recommendations.

Niagara Catholic Education Award of Distinction Policy No. 100.7

- Recommendation: Add a statement that the Selection Committee has the authority to determine that a recipient may not be selected from the nominations submitted for that particular year.
- Recommendation: Add a statement in the Procedures and on the Nomination Form about the notification to successful and unsuccessful recipients.

Nutrition Policy No. 302.7

- No recommendations.

Records and Information Management Policy No. 600.2

- No recommendations.

- **Student Trustees Policy No. 100.4**
NCPIC members reviewed the policy and will continue to review the Student Trustee Policy No. 100.4 to forward their feedback no later than February 8, 2018.

3. **NCPIC PRO Grant 2017-2018**

Superintendent Forsyth-Sells confirmed that the NCPIC PRO Grant project “*Niagara Catholic Well-Being, Learning and Achievement Fair*” for parents/guardians, students and school community will take place on Wednesday, April 4, 2018 at Denis Morris Catholic High School with Keynote Speaker Dr. Bruce Ferguson. Parents/Guardians will have an opportunity to participate in Literacy and Numeracy workshops and refreshments will be available.

F. REPORT FROM THE DIRECTOR’S DESIGNATE SUPERINTENDENT OF EDUCATION

1. ***Niagara Catholic Education Award of Distinction Nomination Form 2018***

Superintendent Forsyth-Sells invited and encouraged members of the NCPIC to nominate a recipient for the Niagara Catholic Education Award of Distinction 2018. The nomination form and guidelines are available on the Board website and must be submitted to Frank Iannantuono no later than Tuesday, March 2, 2018. The Niagara Catholic Education Award of Distinction 2018 will be presented at the Bishop’s Gala on Friday, April 20, 2018 at Club Roma.

2. ***Draft Elementary and Secondary School Year Calendar 2018-2019***

Superintendent Forsyth-Sells provided the Draft Elementary and Secondary School Year Calendar for 2018-2019. Feedback is to be received no later than 1:00 p.m. on Friday, January 26, 2018 to the attention of Jennifer Pellegrini jennifer.pellegrini@ncdsb.com.

3. ***Director’s Annual Report***

Superintendent Forsyth-Sells reviewed the Director’s Annual Report.

4. ***NCPIC Financial Report***

A financial statement was provided for information.

G. COMMUNITY REPORTS

1. ***Development and Peace-Leone Strilec***

- Special thanks to Notre Dame College who raised \$20,575 for Development and Peace this year through their Pilgrimage.
- Two Notre Dame College students were welcomed as part of the Development and Peace Diocesan Committee.
- Development and Peace promoted and financially supported the production of the Documentary “Open Bethlehem”. The production was presented at the Film House in St. Catharines on December 13, 2017. It was well attended and generated good discussion.
- The annual education workshop for high schools was held on Wednesday, January 10, 2018 highlighting the theme “Women at the Heart of Peace”.
- The Share Lent Launch for the Diocese of St. Catharines will take place Saturday, February 3, 2018 at St. Alfred for members of the parish groups, with the theme “Together for Peace”. Mass begins at 9:30 a.m. and will be celebrated by Bishop Bergie.

2. Society of St. Vincent de Paul-Shelley Gilbert

- Thank you and appreciation was extended to the Niagara Catholic elementary and secondary schools that made Christmas a little brighter by supporting food drives and facilitating the preparation of Christmas hampers for families in need.
- St. Vincent de Paul will once again be reaching out to Niagara Catholic elementary and secondary schools to support the 2nd annual North of 60 project in support of the Naujaat Nunavut communities.

H. SEAC REPORT-Anna Racine

- Al Monachino, Behaviour Resource Teacher and Rose Perri-Gentilcore, Early Years Literacy Coach and Early Years Lead, presented a Mindfulness Workshop at the SEAC Meeting of December 6, 2017.
- Elections took place at the SEAC Meeting of January 10, 2018, Anna Racine was acclaimed the Chair and Karen Murphy was acclaimed at the Vice-Chair for the 2017-2018 school year.
- Discussion occurred around the SEAC Goals for the 2017-2018 school year
 1. To hold a SEAC Meeting at a secondary school and invite parents/guardians to attend.
 2. Schools visits by SEAC members to witness/discuss best practices for inclusion.
 3. Review the Special Education Plan and welcome presentations by staff members for feedback.

I. BISHOP/DIOCESAN REPORT-Fr. Peter Rowe

- Fr. Peter Rowe shared the Bishop's Pastoral Letter on the Occasion of the 60th Anniversary of the Diocese of St. Catharines. Bishop Bergie hopes and prays that as a diocesan family, we will be able to "remember the past with gratitude, to live the present with enthusiasm and to look forward to the future with confidence." The principal diocesan celebration will take place on Monday, November 26, 2018 at the Cathedral.
- Fr. Peter Rowe reported that for the past two years the diocese has been involved with a process of discernment by asking parishes to consider their current situation with an emphasis on both challenges and opportunities. The goal of the exercise is to help parishes move from maintenance to mission. A significant part of this process is to rediscover Christ and the joy of believing.
- Fr. Peter shared that the 465-year-old severed right forearm of St. Francis Xavier is a Catholic Relic that is travelling from Rome to Ottawa before embarking on a 14-city tour across Canada from January 3, to February 2, 2018. The relic will visit three Toronto parishes, St. Michael's Cathedral Basilica on January 12, 2018, St. Francis Xavier Church on January 13, 2018 and Our Lady of Lourdes Parish on January 14, 2018.

J. STUDENT SENATE REPORT-Gabriel Dimizio

- The Student Senate held the Niagara Catholic "Lead Out Loud" Conference on November 24, 2017 at Holy Cross Catholic Secondary School with all of the elementary student senators. The day began with Keynote Speaker, Britta B and students enjoyed her unique way of conveying her message of staying true to yourself and self-love. Students also participated in a variety of workshops and enjoyed a lunch prepared by the Holy Cross culinary team.
- Student Senate is currently working on a Social Media System Awareness plan to spread awareness throughout the Board on the roles and responsibilities of Student Senate. The plan includes:
 - Creating Student Senate social media platforms (Twitter and Instagram).
 - Having Senators and Student Council Presidents participate in Catholic Secondary School Open Houses.
 - Designating a space in schools where students can see a picture and the names of their Senators.

- Student Senate is also working on a Catholic Secondary School Social Media Policy to streamline the way social media is used in Niagara Catholic secondary schools.

K. STAFF REPORTS-*Kim Kuchar*

- All elementary and secondary schools participated in a variety of Advent and Christmas Events such as Advent Masses and Christmas Concerts with their school communities and shared the joy of the Christmas Season by holding Food, Toy and Hat and Mitten and Winter Clothing Drives.
- Elementary Professional Activity Day: Friday, January 19, 2018
- Secondary Exams: January 26, to Feb 1, 2018
- Elementary Family Literacy Day: Friday January 26, 2018
- Jr/Int. Students are preparing for their school's Speak OUT! Displays
- Kindergarten Communication of Learning Reports and Grades 1 to 8 Provincial Report cards will be distributed on February 15, 2018.
- "Kids Helping Kids Campaign 2018" activities supporting the Niagara Children's Centre will be held during the week of February 12-15, 2018.
- All elementary and secondary schools will be preparing for Lent beginning with Ash Wednesday on February 14, 2018.
- Elementary and Secondary Professional Activity Day: February 16, 2018.
- Family Day: February 19, 2018.

L. TRUSTEE REPORTS-Trustee Burtnik

- The Board Organizational Meeting took place on Tuesday, December 5, 2017. Fr. Paul McNeil was acclaimed Chair of the Board and Trustee Patricia Vernal was elected as Vice-Chair of the Board.
- Trustee representatives on the NCPIC for the 2017-2018 school year will continue to be Trustee Burtnik and Trustee Sicoli.
- Student trustees across the province, including Niagara Catholic Student Trustees Hannah Tummillo and Nico Tripodi, released a report on the challenges students face going into elections titled "A Turning Point for Education: The Student Platform" : Education policy recommendations for the 2018 provincial election-created by students, for students through the OSTA-AECO. The link to access the report will be sent to all NCPIC members.
- Very little feedback was received from the public consultation of the Executive Compensation Framework. The resolution of the Executive Compensation Framework will be presented at the Board Meeting of January 30, 2018.

M. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

N. NEXT MEETING:

Thursday, March 1, 2018 at 7:00 p.m. at the Catholic Education Centre.

O. CLOSING PRAYER: Closing Prayer was led by Fr. Peter Rowe.

P. ADJOURNMENT

Moved by: Leanne Prince

Seconded by: Chris Kouroushis

THAT the January 11, 2018 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

The meeting was adjourned at 9:00 p.m.
