



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**MINUTES OF THE
NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING
NOVEMBER 2, 2017**

Minutes of the Meeting of the Niagara Catholic Parent Involvement Committee, held on Thursday, November 2, 2017 at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland, ON.

Note: The Director of Education’s designate Lee Ann Forsyth-Sells, Superintendent of Education will preside until the election of the Chair of the Niagara Catholic Parent Involvement Committee.

The meeting was called to order at 7:05 p.m. by Superintendent Forsyth-Sells.

A. ROUTINE MATTERS

1. Opening Prayer

Opening prayer was led by Superintendent Forsyth-Sells.

Welcome

Superintendent Forsyth-Sells welcomed the new and returning members of the Niagara Catholic Parent Involvement Committee and thanked them for their support of Catholic education in the Niagara Catholic District School Board.

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	√		
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		√	
Leone Strilec	Development and Peace	√		
Shelley Gilbert	Society of St. Vincent de Paul	√		

Anna Racine	SEAC Representative		√	
Fr. Peter Rowe	Bishop/Diocesan Representative	√	Arrived at 7:50 p.m.	
Gabriel Demizio	Secondary Student Senate Representative	√		
Trustees				
Kathy Burtnik	Vice-Chair of the Board	√		
Dino Sicoli	Trustee		√	

The following staff was in attendance:

Superintendent Forsyth-Sells, Kim Kuchar, Elementary Principal, Josie Rocca, Support Staff Representative and Yvonne Anderson, Recording Secretary.

Regrets sent: Marion Battersby, Kim Hedden, Anna Racine, Dino Sicoli and Carrie Vernelli

3. Approval of the Agenda

Moved by: Heather McCluckie

Seconded by: Shonna Daly

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

CARRIED

4. NCPIC Membership 2017-2018 and Terms of Office

Superintendent Forsyth-Sells reviewed the NCPIC parent/guardian membership and the terms of office were determined by consensus.

Terms of Office Parent Members 2017-2018			
Name	Geographical Area	Terms of Office	
		One (1) year term	Two (2) year term
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		√
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	√	

5. **Declaration of Conflict of Interest**

Rita Colling, Lisa Finley, Mary Mannella-Byers, and Josie Rocca informed the NCPIC members that they are employed by the Niagara Catholic District School Board.

6. **Election of Chair**

Superintendent Forsyth-Sells called for nominations for the position of Chair of the NCPIC.

Moved by: Rebecca Williams

Seconded by: Lisa Finley

THAT Shonna Daly, be nominated for the position of Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked Shonna Daly if she wished to stand for the position of Chair of the Niagara Catholic Parent Involvement Committee. Shonna Daly accepted the nomination.

Superintendent Forsyth-Sells asked if there were any more nominations. There were no further nominations forthcoming.

Shonna Daly was acclaimed as the Chair of the Niagara Catholic Parent Involvement Committee. Superintendent Forsyth-Sells turned over the Chairship of the Niagara Catholic Parent Involvement Committee meeting to Chair Daly.

Chair's Remarks

Chair Daly, thanked the parent members for placing their trust and confidence in her as the 2017-2019 Chair of the Niagara Catholic Parent Involvement Committee. Chair Daly, is looking forward to her two (2) year term further promoting parent engagement in the Board.

7. **Commissioning of the Niagara Catholic Parent Involvement Committee**

Fr. Peter Rowe presided over the commissioning ceremony of the Niagara Catholic Parent Involvement Committee as they publicly proclaimed their commitment to promote the Mission of Catholic education and the Mission, Vision and Values of the Niagara Catholic District School Board.

8. **Approval of the Niagara Catholic Parent Involvement Committee Meeting Minutes of September 7, 2017**

Moved by: Rebecca Williams

Seconded by: Heather McCluckie

THAT the Niagara Catholic Parent Involvement Committee approve the minutes of the Niagara Catholic Parent Involvement Committee Meeting of September 7, 2017 as amended.

CARRIED

B. PRESENTATIONS

Superintendent Forsyth-Sells provided information regarding a proposed presentation requested by Vincent Atallah and Adam Vasallo, Niagara Catholic alumni student trustees and co-founders of Don't Freak Out! NCPIC members requested to defer this presentation at this time.

C. 2017-2018 NCPIC GOALS

- To create a blue print as a serving model to strengthen the triad and support Catholic education and students, parents/guardians, parish and community engagement to be presented to the Board.

D. SUBCOMMITTEE REPORTS

1. **FAITH FORMATION**-*Josie Rocca*

Activities will be proposed at the next meeting.

2. **POLICY**- *Superintendent Forsyth-Sells*

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

- Trustee Code of Conduct Policy No. 100.12
- Trustee Expenses & Reimbursement Policy No. 100.13

Feedback is to be submitted to jennifer.pellegrini@ncdsb.com by November 8, 2017.

- Assignment of Principals & Vice-Principals Policy 202.1
- Employee Attendance During Inclement Weather & Workplace Closure Policy 201.9
- Niagara Catholic Education Award of Distinction Policy 100.7
- Nutrition Policy 302.7
- Records and Information Management Policy 600.2

Feedback is to be submitted to jennifer.pellegrini@ncdsb.com by January 12, 2018.

3. **PRO Grant 2017-2018**

NCPIC and Catholic School Council PRO Grants 2017-2018

Twenty-nine (29) schools in the Niagara Catholic District School Board have received PRO Grants for the 2017-2018 school year. The Niagara Catholic Parent Involvement Committee has been approved for the project titled “*Niagara Catholic Well-Being, Learning and Achievement Fair*” for parents/guardians, students and community.

Superintendent Forsyth-Sells proposed that the NCPIC PRO Grant project “*Niagara Catholic Well-Being, Learning and Achievement Fair*” for parents/guardians, students and community be held on Wednesday, April 4, 2018 and Denis Morris Catholic High School. A PRO Grant subcommittee will be formed to prepare for the event.

E. REPORT FROM THE DIRECTOR'S DESIGNATE SUPERINTENDENT OF EDUCATION

1. NCPIC Annual Report 2016-2017

Superintendent Forsyth-Sells provided copies of the NCPIC Annual Report for 2016-2017 for review.

2. Hamilton-Wentworth Catholic District School Board Parents' Conference 2017 "Weaving the Catholic Partnership": November 4, 2017

Superintendent Forsyth-Sells reviewed the information regarding the Hamilton-Wentworth Catholic District School Board Parents' Conference 2017 "Weaving the Catholic Partnership". The brochure was also sent by email to all NCPIC members on October 19, 2017.

3. Community Event with Valerie Pringle: November 23, 2017

Superintendent Forsyth-Sells shared information regarding a free community event with Valerie Pringle to be held on November 23, 2017 at the Scotiabank Convention Centre at 7:00 p.m.

4. Director's Inspiration Award 2017

Superintendent Forsyth-Sells reported that the 2017 Director's Inspiration Awards celebration took place at St. Mary of the Assumption Roman Catholic Church in St. Catharines on Thursday, October 19, 2017. Congratulations were extended to NCPIC member, Mary Mannella-Byers as a worthy recipient of the Director's Inspiration Award for her extraordinary work with students and colleagues each and every day.

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

Shonna Daly, Josephine Muraca-Lettieri, Leanne Prince and Carrie Vernelli will represent the NCPIC at the Catholic Education Symposium on November 14 and 15, 2017 in Toronto.

6. NCPIC Financial Report

A financial statement was provided for information.

F. COMMUNITY REPORTS

1. Development and Peace-*Leone Strilec*

- Six members of the St. Catharines Diocesan Council for Development and Peace attended the September regional gathering in Woodstock. It was a meaningful educational experience for all.
- The Spanish Youth Group of the St. Catharines Diocese will be focusing this year on Development and Peace, and will bring their passion for social justice to their respective parishes and schools.
- The annual Fall workshop held on Saturday, October 14, 2017 was well attended. This year's education campaign is entitled "*Women at the Heart of Peace.*" Statistically, when women play a key role in conflict prevention, conflict resolution, and sustained peace building then the success rate of maintaining peace is higher. Development and Peace continues to support women in the peace process and encourages Canadians and the Canadian government to recognize the importance of empowering women to bring about a more just world and back up the support with funding.

- A member of Development and Peace presented at a Niagara Catholic Faith Formation workshop and the participants were very receptive to this year's campaign.
- The Annual High School Workshop for NCDSB will take place on January 10, 2018.
- St. Kevin parish will be celebrating the 50th Anniversary of Development and Peace with a Mass at 6:30 p.m. followed by a guest speaker Ellen Kaas, and fellowship. All are welcome to attend.
- Development and Peace is focused on an emergency aid campaign for the Rohingya refugees in Myanmar. Donations can be made at <https://www.devp.org/en>.

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

- St. Mary Church in Welland will be hosting a Pasta Dinner Night on November 19, 2017.
- St. Vincent de Paul has started to prepare Christmas Baskets.
- The St. Vincent de Paul Store in Niagara Falls is celebrating its first anniversary.
- All five (5) St. Vincent de Paul Stores were recipients of the Bishop's Charity Dinner.
- The St. Vincent de Paul Soup Kitchen is partnering with NTEC to empower people with special needs to participate more fully in the community.

G. SEAC REPORT-*Anna Racine*

- Nil Report

H. BISHOP/DIOCESAN REPORT-*Fr. Peter Rowe*

- Fr. Peter Rowe shared the importance of the "Eucharist".
- Fr. Peter Rowe shared that Pope Francis has declared November 19, 2017 as the first *World Day of the Poor*-*"Let us love, not with words but with deeds"* this is a powerful appeal to our consciences as believers, allowing us to grow in the conviction that sharing with the poor enables us to understand the deepest truth of the Gospel. The poor are not a problem: they are a resource from which to draw as we strive to accept and practise in our lives the essence of the Gospel.
- Fr. Peter Rowe reported that the clergy are currently attending workshops to address realities of the world: assisted death, gender identity, and the decline of marriage in the community of faith.
- Fr. Peter Rowe reported that the Diocese of St. Catharines is in preparation for the sixtieth anniversary celebration that will take place on Monday November 26, 2018, at the Cathedral.

I. STUDENT SENATE REPORT-*Gabriel Dimizio*

- Student Senate took part in a retreat at the Journey's Retreat Centre from Thursday October 12, 2017 to Friday October 13, 2017. Participants used this time to bond as a group, learn about each other's interests and share social media platforms for further communication.
- Participants were divided into 4 groups to create a workshop based on the "Serve Him" motto. Each group was responsible for creating games, presentations and icebreakers based on their assigned workshop:
 - Serve yourself
 - Serve the environment
 - Serve your community
 - Serving your team
- Discussion occurred around the Student Senate involvement with the Lead Out Loud Conference on November 24, 2017 at Holy Cross Catholic Secondary School.

- Student Senate has begun the planning for the Ontario Catholic Student Leadership Conference (OCSLC) that will be hosted by Niagara Catholic this school year.

J. STAFF REPORTS-*Kim Kuchar and Josie Rocca*

- Thanksgiving Food Drives were held to support local foodbanks.
- Secondary schools are in the process of hosting Grade 8 Transition Days and Open Houses.
- Random Act of Kindness Day will take place throughout the Board on November 3, 2017.
- Remembrance Day Services will take place in all Niagara Catholic schools on Friday, November 10, 2017.
- November 17, 2017 is a P.A. Day for elementary and secondary students.
- November 19 to 25, 2017 is “Bullying Awareness and Prevention Week”.
- Kindergarten Registration and Open House will take place on November 22, 2017 in all elementary schools.
- December 3, 2017 begins the Season of Advent. This is a time for us to come together in prayer and devotion and celebrate Advent as it is meant to be celebrated, in preparation for the birth of Christ.

K. TRUSTEE REPORTS-*Vice-Chair Kathy Burtnik*

- Vice-Chair Burtnik welcomed and thanked all members to the Niagara Catholic Parent Involvement Committee for their commitment to Catholic education and support of parent engagement and student achievement and well-being for all students in Niagara Catholic.
- Vice-Chair Burtnik reported that Pat Rocca, Principal of Cardinal Newman Catholic Elementary School has been appointed Superintendent of Education. Pat Rocca will oversee Special Education and the Blessed Trinity, Saint Michael and Saint Paul Elementary Family of Schools. As a result of this appointment, Principal and Vice-Principal Appointments were announced.
- The Teachers of the Deaf/Hard of Hearing made a presentation to the Board on the supports provided to students in our schools.
- Niagara Catholic welcomed Ontario Premier Kathleen Wynne to the Niagara Launch Centre on October 12, 2017. Premier Wynne was presented with a hand carved desk made by the students. During the 90-minute visit, Premier Wynne took the time to stop and chat with students and was astounded by the incredible skills and talent she saw on display.
- Pilgrimage was once again successful. Over a thousand students and staff walked in the rain and cold to support those in need.
- The Organizational Meeting of the Board will take place on December 5, 2017.

L. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

M. NEXT MEETING:

Thursday, January 11, 2018 at 7:00 p.m. at the Catholic Education Centre

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

Q. ADJOURNMENT

Moved by: Shelley Gilbert

Seconded by: Kate Hingston

THAT the November 2, 2017 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

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