



**ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD**

Lighting the Way ~ Rejoicing in Our Journey

MINUTES

CATHOLIC FAITH ADVISORY COMMITTEE MEETING

Monday, September 30, 2013 – 5:00 p.m.

Main Boardroom – Catholic Education Centre

Chair: Ann Sutton, Superintendent of Education

Trustee: John Fontaine

Present: Terri Sinasac – Consultant, Catholic Curriculum, Elementary
Rob Cicchelli – Principal, St. Patrick’s Catholic Secondary School
Adrien Gagnier – Vice Principal, St. Anne Catholic School, Blenheim
Kim Gaiswinkler – Teacher & Faith Ambassador, St. Ursula Catholic School
Fr. Jim Higgins – Episcopal Vicar, Sarnia Deanery
Gloria Knoll – Teacher, Sacred Heart Catholic School, Port Lambton
Christine Lambert – Principal, Sacred Heart Catholic School, Port Lambton
Joan Martell – Teacher & Faith Ambassador, Sacred Heart Catholic School, Port Lambton
Kerry Matthyssen – Principal, Georges P. Vanier Catholic School
Dino Petrucci – Teacher, St. Patrick’s Catholic Secondary School
Margaret Palmer-McCann – Chaplain, Ursuline College Chatham
Marcia Vermeij – French Immersion Parent, St. Anne Catholic School, Blenheim
Cindy Waddick – Elementary Chaplaincy Leader
Richard Whitney – Chaplain, St. Patrick’s Catholic High School

Regrets: Lauri Butzer – French Immersion Parent, St. Anne Catholic School, Blenheim
Lorri Moynihan – Educational Assistant, Christ the King Catholic School

Guest(s): Ray Power – Principal, Ursuline College, Chatham

Recording Secretary: Silvia Leggiero

1. Welcome and Introductions

Ann Sutton, chair of the meeting, welcomed and thanked those in attendance and called the meeting to order.

2. Opening Prayer – All; led by Cindy Waddick

3. Approval of Minutes

Motion: (Richard Whitney, Father Jim Higgins) That the Minutes for the Catholic Faith Advisory Committee Meeting of Monday, April 29, 2013 be approved as printed. Carried.

4. Approval of Agenda

Motion: (Joan Martell, Rob Cicchelli) That the Agenda for the Catholic Faith Advisory Committee Meeting of Monday, April 29, 2013 be approved as presented. Ann Sutton noting that the agenda is long and that the time provided may force some items to carry over to the next meeting. Carried.

5. New Business

5.1 System Faith Day

Ann Sutton indicated that the System Faith Day will take place on Friday, November 22nd, 2013 in the morning, 9am to 12pm (due to negotiated PA Day time allotment for teachers to work on report cards) Ann Sutton also made the following decisions, with the assistance of Cindy Waddick, to ensure that the System Faith Day was possible.

- 2 sites; UCC in Chatham & Sacred Heart Church in Sarnia have been secured to allow our board zones to be together instead of in smaller locations.
- Transportation has also been quoted at a reasonable price to give the opportunities for board employees to take the bus instead of having to pay mileage to individuals which could be more costly. Board employees may still choose to drive themselves but busing will be available.
- Cindy Waddick has confirmed that Father Jim Higgins and Father Greg Bonin will be available to celebrate the each mass. Cindy Waddick will also be sending out an invitation to our local Deanery members to include Pastors and Deacons to co-celebrate the mass with the Episcopal Vicars.
- The north speaker has been confirmed by Ann Sutton to be Dan Moynihan, Youth Ministry Specialist to speak on the board theme “Called to Serve” for approximately 1 ½ hrs. A speaker for the south is still pending but an invitation have been sent out to Father Chris Valka who was yet to respond. Margaret Palmer-McCann suggested Anne Shore from Assumption in Windsor who is dynamic and recently retired which may open up her availability. Margaret was asked to send an email to Cindy Waddick identifying the speaker’s name.

The format of the day goes as following:

- Transportation pick will occur at the home school with sign up instructions to go out prior to the day of the event with arrival time between 8:30 – 8:45 to each location.

- Master of Ceremonies for each site (chosen by the Executive Council) will inform board employees of fire exits, washroom, and agenda for the morning.
- Greetings via video message from Bishop Fabbro will play at both sites
- Mass to commence at 9:00am after brief greetings are brought by chair/vice chair of the board. Trustee John Fontaine will speak to chair regarding this and 'cc' Ann Sutton with any correspondence.
- Depending on timing, if a new Director is in place, they may also want to bring greetings, but flexibility may be needed.
- Washroom break after mass at 10:00am for approximately 15mins.
- Speaker will be announced and will have the floor for 1hr to 1 1/2hrs depending on timing.

Other items discussed:

- Nutrition items such as fresh fruit, coffee and water will be provided. Rob Cicchelli and Ray Power will be in charge of ensuring this is available at each location at a budget of \$1000 for both sites. The north will use Sacred Heart School in Sarnia which is across the street and has access to more washroom facilities.
- It will be communicated through a memo that board employees will be asked to check in with their principal/manager upon arrival to site and after washroom break. Also that staff are expected to go to their school regarding their address. Itinerants will be expected to attend go to the school based on Friday morning's schedule.
- Cindy Waddick, with the assistance of Secondary School Chaplains, will organize logistics and ministries for the mass.
- Cindy Waddick will speak to Denise Chaulk and Michael Milner to assist with the Music and Music Ministry. Also, Cindy will send out an email will go out to all itinerants who may be interested in participating.
- Due to the time constraints, no brochures, pamphlets or bookmarks will be handed out on System Faith Day.
- Ann Sutton would like all of CFAC committee including parents to be invited to attend the event. Silvia to send out an invitation to both parent members.
- Greeters are going to be required to introduce and thank speakers, priests, and all deanery members that are present.
- Collection for Noelle's Gift/Good Samaritan Fund will be taken during mass with Cindy, Margaret, and Richard organizing ushers at both sites.

5.2 *Lighting Our Way Award*

Two options were discussed in presenting the 'Lighting Our Way' Award:

- Invite the recipient(s) to the inaugural mass in December with the Board Trustees so that family members can attend and that they would have speaking time after mass.
- Present the award(s) at the System Faith Day but no speaking time would be available as timing is an issue.

The committee decided that although it would be nice to receive the award with their family members present and allow for speaking time, they believe that most of the time the recipient(s) do not want to speak, that they are humble and quiet individuals and would feel most effective by receiving the award in front of their peers. The motion was carried to do this during System Faith Day. Even though a memo went out in June for nominees, Silvia will draft a memo with the assistance of Cindy Waddick go out on Ann's behalf on Tuesday, October 01, 2013 to extend the deadline date to Friday, October 18th, 2013. The email will be sent to all Principals to distribute to their staff and to have posted in their staffrooms. The electronic version of the nominee form will also be attached with emphasis that the paragraph is very important when the committee reviews the nominees. The committee which was confirmed will try to set up a date via teleconference/skype to discuss the nominees as timing could be an issue.

5.3 *Subcommittee Reporting*

i. **Evaluation Tool/Survey (Frank Leddy, Joan Martell, Margaret Palmer-McCann)**

Now that the tool has been presented at the cluster meeting in June, Ann Sutton to take the tool to MAC to develop an implementation plan with the notion that it's not extra work and is approached in an affirmative way.

ii. **Creative Ways to Use the Catholic Graduate Expectations (Kim Gaiswinkler, Christine Lambert, Cindy Waddick)**

Goal has been completed, it is posted on the website. Ann Sutton suggested that Terri Sinasac bring this to CCC. Terri was going to ensure that if it hadn't gone to CCC by Brenda Corchis last year, that she would bring it this year.

iii. **Creation of School Families (Gloria Knoll, Christine Lambert)**

Goal has been completed. Christine Lambert has received calls from other school inquiring on information and feedback.

Motion: (All) That the Business arising items that were not discussed on Monday, September 30th, 2013 by the Catholic Faith Advisory Committee Meeting will be discussed at the next meeting. Carried.

6. *New Business*

A one page email from Roger Lawler (project manager for FACE) was distributed to the committee regarding a website that is being promoted to help shape the liberal party's

platform for the next election. One item being discussed is the proposal of merging the Public and Catholic school boards to save money and end discrimination. The information was given to the Catholic Faith Advisory Committee to review and to take personal act if they chose. Ann Sutton informed the group that this information will be shared at the next Executive Council meeting to discuss the importance of keeping the school board separate and if distribution to all staff would occur. John Fontaine confirmed that the board of trustees is on board with the importance of this information and also indicated that the board of trustees would be discussing this issue in the near future. Father Jim Higgins spoke to the information indicated that he would ask Bishop Fabbro if the information could be added to church bulletins. Ann Sutton stated that she hoped that Gloria Knoll would share this information with the OECTA units. Marcia Vermeij stated that parents should be receiving this information too as it's important to bring the information to the school communities.

Agenda items 5.3d, 5.3e, 5.4, 5.5 are not time bound and will be deferred to the next meeting, Monday, October 28th, 2013.

7. *Reports*

Father Jim Higgins gave a brief synopsis of the new pilot program that was started in September through Holy Trinity, St. Matthew's and the 3 parish cluster. This program was developed with Dan Moynihan to work on parent evangelization through a four hour retreat. Once this pilot is set up and running successfully, it may be available board wide.

8. *Closing Prayer; led by Cindy Waddick*

9. *Adjournment*

The Catholic Faith Advisory Committee Meeting of Monday, September 30, 2013 adjourned at 7:25 p.m.