



Catholic School Council Annual Survey

MISSION STATEMENT

THE MISSION OF THE DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD, IN PARTNERSHIP WITH THE FAMILY AND CHURCH, IS TO PROVIDE, IN A RESPONSIBLE MANNER, A CATHOLIC EDUCATION WHICH DEVELOPS SPIRITUAL, INTELLECTUAL, AESTHETIC, EMOTIONAL, SOCIAL, AND PHYSICAL CAPABILITIES OF EACH INDIVIDUAL TO LIVE FULLY TODAY AND TO MEET THE CHALLENGES OF THE FUTURE, THUS ENRICHING THE COMMUNITY.

Effective educational governance requires various groups within the Dufferin-Peel Catholic District School Board educational community to share their perspectives on the evolution and maintenance of the school. Catholic School Councils are a significant vehicle for sharing a perspective on the local school situation.

The Dufferin-Peel Catholic District School Board *Catholic School Council Annual Survey* document is a formal means of soliciting information from the Catholic School Council on a variety of items relating to the local school community. This document along with other organizational documents and organizational functions helps portray the school community.¹

Each school year the Dufferin-Peel Catholic District School Board *Catholic School Council Annual Survey* document will be sent to each Catholic School Council Chair with the request that the document be developed, reviewed or revised by the Catholic School Council, in accordance with the approved template for comment. All members of the Catholic School Council should have the opportunity to review the document and have input into the creation of it. The information provided by each Catholic School Council through the completion of this document will assist the board and its educational officers in a number of ways. This includes goal setting by the principal, identification of budget concerns and school improvement plans. The information provides a means of better understanding each unique school community. The survey outlines key competencies in an effective school administrator. While all qualities are essential, the last question asks councils to select and highlight one or two major leadership attributes that are needed in your school administrator. Administrative changes can occur as a result of retirement but can also be made after a number of years in a school community. School councils can also list other qualities that they would like to see in a new school Principal or Vice Principal.

Please take time to develop, review or revise the *Catholic School Council Annual Survey* document and forward the completed document to the Superintendent of your Family of Schools, by **November 30th** of each year.

¹

- a) Ontario Regulation 612/00
- b) DPCDSB, "Policy & Regulation" for School Councils
- c) The Catholic School Principal in the DPCDSB.

SCHOOL COUNCIL ANNUAL SURVEY

Name of School: Holy Name of Mary Catholic Secondary School

You are invited to develop responses to each of the key areas outlined below as it relates to your school. To assist you in the development of these responses, there are a variety of suggested focuses/themes listed under each key area which you may wish to address, comment on, or expand upon.

1. Catholicity and Spiritual Leadership

- Home, school and parish all have a part in the educational process,
- Collaborative relationships with the local parish and diocese
- School climate exemplifies the teachings of Christ and the Catholic church
- Opportunities for the school community to gather as a faith community
- Catholic religious instruction across the spectrum of the curriculum

Each school day begins with prayer and reflection, as well as a prayer before the start of each period. Here at Holy Name of Mary, the liturgical calendar is followed with school masses and celebrations. Sept. 22, 2010-opening school mass, Nov. 1st, 2010-All Saints Day/All Souls Day Mass etc. Advent and Lent are also observed. These celebrations are open to all parents and students of our school community. Our Parish Priest, Father John Mullins, and his Associates are always willing to share their time with us. The students also participate in religious retreats conducted by our School Chaplain.

2. Program Development and Academic Progress

- *Communicate school implementation plans to staff, parents and the school community*
- *Involve staff, school council and the community in the development of a shared vision*
- *Community is aware of curriculum program requirements*
- *Professional Development opportunities are provided to staff to help meet the learning needs of all students*
- *Curriculum needs are supported by human, financial and material resources*
- *All partners feel that their school is providing the best possible education to the students*

Holy Name of Mary has a dedicated team of parents who try to improve the student's learning environment. This is namely our School Council who through monthly meetings and an up to date website, with the help of our School Principal Silvana Gos, keep our parent community informed about information pertaining to their daughter's academic and religious education.

It was on Nov. 8th, 2010 that the School Council Chair, Carla Mynerich, delegated the Catholic School Board Trustees, on behalf of a group of parents, to keep Holy Name of Mary a term school. A report was also presented by the D.P.C.D.S.B. stating the benefits of why Holy Name of Mary should be a semestered school. After years of discussions, amongst Board members, it was decided on Nov. 23rd, 2010 that Holy Name of Mary would change its program delivery system to a semestered one. This system will be implemented in Sept. 2011.

Perhaps more than one Professional Development Day per year would allow the teachers extra time to enrich our students even more.

3. Positive Relationships and Effective Student Discipline

- *A safe, orderly environment is established for students to learn and work*
- *Policies/expectations about discipline/behaviour are clear, fair and equitably applied*
- *Problem solving is collaborative and conflict resolution involves all stakeholders*
- *Solutions are consistent with the values/beliefs/goals of the school*
- *Teachers model good citizenship and positive behaviour for students*

Both our school administrators, Silvana Gos, Principal, and Olivera Glasford, Vice Principal, have an open door policy should the students or parents need assistance.

4 School Communication and Public Relations

- *Communication is open between all stakeholders*
- *Community is part of the development and integration of goals which focus on student achievement*
- *Communication takes place regarding Ministry/Board/Family/School goals*
- *Involve the community in all facets of the school program, extra-curricular and social elements*
- *Community is involved in school and faith based activities*

Communication is provided through our monthly School Council Meetings, our Family of School's Meetings, hand- outs as well as phone home messages provided by our School Principal, Silvana Gos.

Our School Council's goal is to enhance communication between the Council, Community, Administrators as well as our Catholic School Board.

There are many events in which all are invited and encouraged to attend- Gr. 9 barbecue, school masses, Pumped in Pink, Gr. 9 Girls Night Out, Awards Night, Take Our Kids To Work Day, Family Night and Parent/Teacher interviews.

Our Guidance Department is always there to help and guide our daughter's when in need, especially when it comes to course selections.

5 Fiscal Management and Allocation of Resources

- *School Council is aware of the budgetary issues and allocation of resources within the school.*
- *Budgetary matters are reported to the community on an annual basis*

The only budgetary matters reported to the community are what our School Council receives from our Ministry of Education or what we receive in terms of fundraising events. This is all managed by our School Council Treasurer, Michael Nahirny, with the help of our School Secretary, Sharon Greco.

Our Ministry could certainly help more with respects to funds for our material resources, in order to make Holy Name of Mary an up to date, more efficient learning environment. The fact that Holy Name of Mary has more seats outside than inside is evidence enough that a new or improved school structure is much needed.

6. Organizational Management

- *Timelines, schedules and school planning is organized in an efficient, effective manner*
- *Unforeseen incidents at the school level are managed while at the same time maintaining efficiency and a controlled environment*

Our private bussing company, Trott Transit, is still in place. Timelines, schedules and school planning seem to be organized in an efficient and effective manner. Hopefully this will continue, as we embrace the change of our program delivery from a term based system to one that is semestered.

7. Administrative Competencies List. Administrative changes can be made at various points in a Principal or Vice Principal tenure, throughout the school year. On behalf of the school council, please identify one or two major leadership qualities that are most needed at your school if there is to be an administrative change. (Please indicate these with an *) Senior administration, in conjunction with the Director and trustees will take this information under advisement as they look to place school administrators.

- *School Administrator creates a school climate that models gospel teachings in their interactions with students, staff and parents.*
- *School Administrator follows Ministry and Board initiatives and is committed to increasing student achievement, inclusive education in an effort to meet the diverse learners in the school community.*
- *School Administrator creates a safe learning environment both physically and emotionally for all students. Students are treated in a fair and consistent manner and high expectations are set for all.*
- *School Administrator is a strong communicator who is also an effective listener who is willing to listen to all the concerns of the many stakeholders in the community.*
- *School Administrator is transparent with respect to school budget and resources. Budget is deployed with consultation in a prudent and equitable manner using a pre-established consistent process.*
- *School Administrator is able to demonstrate and run the school effectively and has processes in place to maintain an orderly environment.*

School Administrator ...

***School Administrator is able to change the school structure, in consultation with the Parent Community, in order to accommodate all student needs and resources.**

SIGNATURES REQUIRED:

School Council Chair: Carla Mynerich

Principal: Silvana Gos

Date: January 28th, 2011