

TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC)

INAUGURAL MEETING November 15, 2021



Elementary Parent Members

Jennifer Di Francesco

Ward 1

Solimen Hilwi

Ward 2

Joe Fiorante

Ward 3

A.J. Hepburn

Ward 4

Peter Ravi

Ward 5 East

Arthur Baird

Ward 5 West

Gus Gikas

Ward 6

Vacant

Ward 7

Rose-Marie Fraser

Ward 8 East

Joanna Chang Tze

Ward 8 West

Abyomi Bedward

Ward 9

Ivana Calabria-Pantaleo

Ward 10

James Ocampo

Ward 11 North

Fadzi McConnell

Ward 11 South

Anthony Antinucci

Ward 12

Community Members

Vacant

(1) OAPCE-Toronto

Vacant

(2)

Vacant

(3)

Secondary Parent Members

Christine Ligas

West - (Wards 1,2,3 & 4)

Annalisa Crudo-Perri

Central - (Wards 5,6,9 & 10)

Teresa De Stefano

East - (Wards 7,8,11 & 12)

Trustee Representatives

Garry Tanuan

Norm Di Pasquale (Alternate)

Board Representatives

John Wujek

Director Designate

Manuela Sequeira

Parent Engagement Coordinator

Jessica Dalinda

Communications

PURPOSE

CPIC is the legislated parent voice at the Toronto Catholic District School Board for parents of students in TCDSB schools.

MISSION

To improve student academic achievement and the emotional, spiritual and physical well-being of students by supporting, encouraging and enhancing meaningful parent engagement.

Dr. Brendan Browne
Director of Education

Joseph Martino
Chair of The Board

ONTARIO EDUCATION ACT – REGULATION 612 (PART III)
PARENT INVOLVEMENT COMMITTEES

PURPOSE

- 27.** (1) The purpose of a parent involvement committee is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being. O. Reg. 330/10, s. 6.
- (2) A parent involvement committee of a Board shall achieve its purpose by,
- (a) providing information and advice on parent engagement to the board;
 - (b) communicating with and supporting school councils of schools of the board; and
 - (c) undertaking activities to help parents of pupils of the board support their children's learning at home and at school. O. Reg. 330/10, s. 6.
- 28.** A parent involvement committee of a board shall,
- (a) develop strategies and initiatives that the board and the board's director of education could use to effectively communicate with parents and to effectively engage parents in improving student achievement and well-being;
 - (b) advise the board and the board's director of education on ways to use the strategies and initiatives referred to in clause (a);
 - (c) communicate information from the Ministry to school councils of schools of the board and to parents of pupils of the board;
 - (d) work with school councils of schools of the board and, through the board's director of education, with employees of the board to,
 - (i) share effective practices to help engage parents, especially parents who may find engagement challenging, in their children's learning,
 - (ii) identify and reduce barriers to parent engagement,
 - (iii) help ensure that schools of the board create a welcoming environment for parents of its pupils, and
 - (iv) develop skills and acquire knowledge that will assist the parent involvement committee and school councils of the board with their work;
 - and
 - (e) determine, in consultation with the board's director of education and in keeping with the board's policies, how funding, if any, provided under the *Education Act* for parent involvement as described in section 27 and clauses (a) to (d), is to be used. O. Reg. 330/10, s. 6.

**AGENDA
REGULAR MEETING
OF THE
TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

PUBLIC SESSION via E-MEETING**

Joe Fiorante, Chair

Jennifer Di Francesco, Vice Chair

Public Webcast – YouTube Live

https://www.youtube.com/channel/UCVgBs31RMSjzWOaVvQAc_Pw

November 15, 2021

7:00 pm

Pages

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| <ul style="list-style-type: none">1. Call to Order2. Opening Prayer<ul style="list-style-type: none">2.a. Land Acknowledgement3. Roll Call & Apologies4. Declarations of Interest5. Approval of Agenda6. Presentations & Reports from Committee Officers<ul style="list-style-type: none">6.a. From the Chair6.b. From Past Treasurer - Financial Report as of October 31, 20217. Certification of Election Results<ul style="list-style-type: none">7.a. Elected Parent Members & Results of Election Meetings (Refer to November 15, 2021 Addendum) | <ul style="list-style-type: none">12 - 45 |
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- 7.b. CPIC Membership for 2021-2022 (Refer to November 15, 2021 Addendum)
- 7.c. Annual Member Pledge of Responsibilities & Code of Ethical Conduct 6 - 8
- 7.d. Annual Member Conflict of Interest Acknowledgement & Declaration 9 - 11
- 8. Election of Chair and Vice-Chair (If Required)
 - 8.a. Voting Procedures for Executive Officers 12 - 13
 - 8.b. Vice-Chair of the CPIC for 2021-2022
 - 8.b.1. Nominations for Position of Vice-Chair
 - 8.b.2. Comments from Nominees
 - 8.b.3. Vote
- 9. Election of New Executive Officers
 - 9.a. Treasurer for CPIC for 2021-2022
 - 9.a.1. Nominations for Treasurer
 - 9.a.2. Comments From Nominees (Optional)
 - 9.a.3. Vote
 - 9.b. Secretary for CPIC for 2021-2022
 - 9.b.1. Nominations for Secretary
 - 9.b.2. Comments From Nominees (Optional)
 - 9.b.3. Vote
 - 9.c. Digital Coordinator for CPIC for 2021-2022
 - 9.c.1. Nominations for Digital Coordinator

- 9.c.2. Comments for Nominees (Optional)
 - 9.c.3. Vote
- 9.d. Event Coordinator for CPIC for 2021-2022
 - 9.d.1. Nominations for Event Coordinator
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 - 9.d.3. Vote
- 10. Appointment of Any Parent Representative to Fill Any Vacancies
- 11. Appointment of Community Representatives
 - 11.a. Eligibility Criteria 14
 - 11.b. Appointment of Community Representative #1 - Ontario Association of Parents in Catholic Education (OAPCE) Toronto
 - 11.c. Appointment or Solicitation of Additional Community Representatives
- 12. Assignment of Members to Standing Committees 15 - 16
 - 12.a. Budget & Priority Setting Subcommittee

CPIC Chair, Vice-Chair, Treasurer, at least one (1) Parent Member and any other Members from CPIC who wish to serve
 - 12.b. Conference & Events Subcommittee

CPIC Chair, Events Coordinator and at least two (2) Members from the Committee who wish to serve
 - 12.c. Communications or Continuation of Special Sub-Committees

CPIC Chair, Events Coordinator and at least two (2) Members from the Committee who wish to serve
- 13. Creation or Continuation of Special Sub-Committees

- 14. Confirmation of Calendar & Schedule of Committee Meetings
 - 14.a. Regular Committee Meeting Dates for 2021-2022 17
- 15. Urgent Matters
 - 15.a. Approval of Minutes from September 27, 2021 Regular Meeting 18 - 26
- 16. Communications or Announcements
 - 16.a. Member Orientation (Refer to November 15, 2021 Addendum)
- 17. Adjournment

Land Acknowledgement

Out of our deep respect for Indigenous peoples in Canada, we acknowledge that all Toronto Catholic District School Board properties are situated upon traditional territories of the Anishinabek (a-ni-shna-bek), the Haudenosaunee (hoh-Dee-noh-Shoh-nee) Confederacy, and the Wendat peoples. We also acknowledge the land covered by Treaty 13 is held by the Mississaugas of the Credit First Nation and Toronto is subject to The Dish with One Spoon covenant. We also recognize the contributions and enduring presence of all First Nations, Métis, and Inuit people in Ontario and the rest of Canada.

La Reconnaissance du Territoire

Nous témoignons du plus grand respect pour les Peuples autochtones au Canada et nous avons à cœur de souligner que tous les immeubles du Toronto Catholic District School Board sont situés sur les terres traditionnelles de la Nation Anishinabek, de la Confédération de Haudenosaunees et des Wendats. Il est également important de noter que le territoire visé par le Traité 13 est celui des Mississaugas de la Première Nation Credit et que celui de Toronto est protégé par l'accord d'« un plat à une cuillère ». Nous tenons également à rappeler la présence pérenne et l'importance des contributions des Premières Nations, des Metis et des Inuits en Ontario, et dans tout le Canada.



Chair's Monthly Report

September 2021 to November 2021

- Mailed out 197 envelopes to each Elementary and Secondary CSPC with CPIC Promotional Items and a letter via Board courier.
- Communicated with Director Designate and Parent Engagement Coordinator regarding Elections, Inaugural Meeting and various other items.
- Communicated with CPIC Executive Members.
- Communicated with CPIC members.
- Monitored Social Media and engaged when appropriate.
- Attended OAPCE Toronto Meeting on Oct 4, 2021.
- Presented Annual Report at Board on Oct 21, 2021.
- Attended Provincial Ministry of Education Quarterly meeting with Ministry Staff on Oct 26, 2021.
- Attended the Ontario Parent Involvement Committee Association Meeting on Nov 2, 2021
- Attended the Multi-Year Strategic Plan (MYSP) Consultation on Nov 8, 2021.
- Reviewed September draft Minutes.
- Prepared items for November Agenda.
- Received resignation of Ward 4 Rep A.J. Hepburn.



CATHOLIC
PARENT
INVOLVEMENT
COMMITTEE



Dear Catholic School Parent Council (CSPC) Members,

Welcome to another school year. I would like to first and foremost congratulate you and thank you for volunteering to take on an active role in representing the voice of your parent community.

Enclosed are Toronto Catholic Parent Involvement Committee (CPIC) promotional items to raise awareness of Toronto CPIC among CSPC members. Please visit the Toronto Catholic District School Board, Toronto CPIC webpage for more information [About CPIC | Toronto Catholic District School Board \(tcdsb.org\)](#).

October is election month for CPIC and we are looking for parents to fill the ward representative positions at the elementary and secondary level, for more information and nomination form visit [CPIC Elections | Toronto Catholic District School Board \(tcdsb.org\)](#). In addition, CSPCs have an important role in the CPIC Elections. The Chair for each CSPC has a vote for their CPIC Representative in their ward. CPIC Elections will be held virtually at the end of October, zoom details will be sent closer to the date.

Once your CPIC Representative is elected we encourage you to share the CSPC meeting dates with your representative. Seeing that meetings will continue to be virtual, it will be a good opportunity for The Council to meet the Toronto CPIC parent representative.

We thank all members of CSPC for your time and effort to increase parent engagement at the school level. We know the many hours and sacrifices that parents put in to make an impact on their school.

We are inviting you to let us know how we can support your parent engagements efforts by sending an email to cpicchair@tcdsb.org. As a thank you, the school's name will be entered in a draw for a \$100 gift card.

Sincerely,

Joe Fiorante

TCDSB CPIC Chair

CC School Principal



CATHOLIC
PARENT
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COMMITTEE



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The CPIC parent representative for your school is:

- *CPIC Representative Name, Email: cpic.wardXX@tcdsb.org*

We encourage you to share the CSPC meeting dates with your representative. Seeing that meetings will continue to be virtual, it will be a good opportunity for The Council to meet the Toronto CPIC parent representative.

We thank all members of CSPC for your time and effort to increase parent engagement at the school level. We know the many hours and sacrifices that parents put in to make an impact on their school.

We are inviting you to let us know how we can support your parent engagements efforts by sending an email to cpicchair@tcdsb.org. As a thank you, the school's name will be entered in a draw for a \$100 gift card.

Sincerely,

Joe Fiorante

Toronto CPIC Chair

CC School Principal

CPIC Grant & Expenditure Summary

As at October 31, 2021

	CPIC 2021-22
	FR 1894
APPROVED FUNDING	21,771.00
CARRYOVER FROM PREVIOUS YEAR	63,118.84
TOTAL FUNDING	84,889.84
EXPENSES:	
Childcare & Supplies	-
Election-Parent Recruitment Expenses	-
Media Advertising	-
Transcriptions	-
Mileage	-
Parent Resources	-
Printing & Supplies	-
Promotional Materials	-
Refreshments - Events	-
Refreshments - Meeting	-
Speaker & Recognition Expenses	-
Telecommunication	-
Translation Services	-
TTC Tokens - Buses	-
TOTAL EXPENDITURES	-
CARRYOVER TO NEW YEAR	84,889.84

APPENDIX I - ANNUAL MEMBER PLEDGE OF RESPONSIBILITIES & CODE OF ETHICAL CONDUCT

In accordance with the requirements of Article XIII of the
Toronto Catholic Parent Involvement Committee Bylaws:

I _____ hereby affirm
(Name of Committee Member)

that I:

- 1) Have in my possession or have received a copy of the Toronto Catholic Parent Involvement Committee Bylaws, as revised;
- 2) Have read and fully understand the Duties & Responsibilities of Members and Committee Member Code of Ethical Conduct outlined within Article XIII;
- 3) Agree to comply with the requirements and spirit of those requirements;
- 4) Understand any disciplinary actions that may arise in the event I am found to have breached the Article, in whole or in part.

(Signature of Committee Member)

(Date DD/MM/YYYY)

ARTICLE XIII – MEMBER DUTIES & RESPONSIBILITIES

13.0 Each Member will annually sign the Annual Member Pledge of Responsibilities & Code of Ethical Conduct found in Appendix I.

13.1 Duties & Responsibilities of Members

13.1.1 Observe and uphold the Committee's Bylaws, Policies and Code of Ethical Conduct.

13.1.2 Attend all Committee Meetings during the Committee Operating Year.

13.1.3 Participate actively in Meetings of the Committee.

13.1.4 Conduct themselves at Committee Meetings in a professional and cordial manner in the context of Christian and Catholic gospel values.

13.1.5 Act as a link between the Committee and their respective Ward or Ward Cluster of Schools in support of programs to improve student achievement and well-being.

13.1.6 Make every effort to be as representative of the Toronto community as possible.

13.1.7 Participate in information and training programs.

13.1.8 Agree to be photographed or recorded while executing their duties.

13.1.9 Shall Serve on a minimum of one (1) Standing Subcommittee established by the Committee.

13.1.10 Shall hold at least one (1) in person or electronic Meeting of their Ward or Ward Cluster of Schools within each Committee Operating Year.

13.2 Committee Member Code of Ethical Conduct

- 13.2.1 Ensure that the interests and well-being of TCDSB students is the primary focus of all decisions.
- 13.2.2 Be guided by the Committee's mission.
- 13.2.3 Act within the limits of the roles and responsibilities of the Committee, as noted in the Committee's Bylaws, and Regulation 612/00 of the Ontario Education Act.
- 13.2.4 Maintain the highest standards of civil courtesy, integrity, and honesty.
- 13.2.5 Promote high standards of ethical practice within the Committee.
- 13.2.6 Recognize and respect the personal integrity of every Member of the Committee.
- 13.2.7 Treat all Members with respect and allow for diverse opinions to be shared without interruption or discourtesy.
- 13.2.8 Foster a positive environment in which individual contributions are encouraged and valued.
- 13.2.9 Acknowledge democratic principles and accept the will and decisions of the Committee.
- 13.2.10 Limit discussions at Committee Meetings to matters of concern to the Committee as a whole.
- 13.2.11 Use established communication channels when questions or concerns arise.
- 13.2.12 Declare any conflict of interest.
- 13.2.13 Not disclose any confidential information.

APPENDIX II - ANNUAL MEMBER CONFLICT OF INTEREST ACKNOWLEDGEMENT & DECLARATION

In accordance with the requirements of Article XIV of the
Toronto Catholic Parent Involvement Committee Bylaws:

I _____ hereby affirm
(Name of Committee Member)

that I:

- 1) Have in my possession or have received a copy of the Toronto Catholic Parent Involvement Committee Bylaws, as revised;
- 2) Have read and fully understand the obligations and requirements contained within Article XIV and the TCDSB Conflict of Interest Policy;
- 3) Agree to comply with the requirements and spirit of those requirements;
- 4) Understand any disciplinary actions that may arise in the event I am found to have breached the Article, in whole or in part.

Specific business or affiliations which I have which may relate to the business and activities of CPIC are:

(Signature of Committee Member)

(Date DD/MM/YYYY)

ARTICLE XIV – CONFLICT OF INTEREST

14.0 To be consistent with [Ontario Education Act Regulation 612/00 s(43)] each Member will annually sign Annual Member Conflict of Interest Acknowledgement and Declaration found in Appendix II.

14.1 Responsibility of Members

14.1.1 A Member shall not accept favours, economic benefits or payment from any individual, organization, or entity known to be seeking business contracts with CPIC or benefit financially through Committee involvement.

14.1.2 An Member, Officer or Parent may not use his or her position with respect to the Committee, or confidential insider information obtained by him or her relating to the Committee, in order to achieve a financial benefit for himself or herself or for a third party.

14.1.3 It is the responsibility of the Member to declare their interest at the Inaugural Meeting or at any Meeting that a matter may be related to a potential Conflict of Interest.

14.1.4 In all other respects, CPIC shall follow the conflict of interest policies of the TCDSB and any applicable laws.

14.2 Duty to Declare

14.2.1 Where a Committee Member believes an actual or potential Conflict of Interest is likely to occur, the Member shall immediately declare that fact and shall recuse himself/herself before any discussion, deliberation, vote or resolution on the matter is made.

14.2.2 In the event of such a declaration, the Member shall state the reason for the declaration, which shall be noted in the Minutes of the Meeting.

14.3 Allegations of Conflict of Interest

- 14.3.1 Any Member of the Committee, the TCDSB or the Toronto community may suggest to the Chair of the Committee that a Conflict of Interest involving a Committee Member has occurred.
- 14.3.2 The Chair of the Committee shall immediately inform the Executive Officers of the Committee and the Director of Education.
- 14.3.3 The Chair (or Vice-Chair if the Chair is involved) of the Committee and the Director of Education shall review the allegation and make a determination based on available information and materiality of the issue.
- 14.3.4 If the decision of the Chair and Director of Education is not unanimous, then the matter will be referred to a Special Subcommittee, which will be established of not more than four (4) Members none of whom may be parties to the dispute.
- 14.3.5 The findings of the Special Subcommittee will be presented to the Committee in a formal report.

14.4 Violations of the Conflict of Interest Policy

- 14.4.1 If the Committee has reasonable cause to believe that a Member has failed to disclose an actual or possible Conflict of Interest, it shall inform the Member of the basis for such belief and afford the Member an opportunity to explain the alleged failure to disclose.
- 14.4.2 If, after hearing the response of the Member, and making such further investigation as may be warranted in the circumstances, the Committee determines that the Member has in fact failed to disclose an actual or potential Conflict of Interest, it shall determine appropriate disciplinary and corrective action.
- 14.4.3 Disciplinary actions may include suspension or removal of a Member from their held position, office or Subcommittee.

FROM ARTICLE VI – EXECUTIVE OFFICERS

6.1 Executive Officers

- 6.1.1 Chair
- 6.1.2 Vice-Chair
- 6.1.3 Treasurer
- 6.1.4 Secretary
- 6.1.5 Digital Coordinator
- 6.1.6 Event Coordinator
- 6.1.7 Past Chair

6.2 Qualification of Executive Officers

- 6.2.1 Shall be Parent Members
- 6.2.2 Shall not be employed by the TCDSB

6.2.3 Chair

- 6.2.3.1 The Chair must be an Elementary Parent Member with a two-year term as required by (Ontario Regulation 612/00), sections 38(8) and 43(b)(iii).
- 6.2.3.2 To qualify to serve as Chair of the Committee, a Member shall have at least one (1) year of prior service on the Committee.
- 6.2.3.3 Shall be Roman Catholic.

6.2.4 Past Chair

- 6.2.4.1 Have been a Member who was previously Chair in the previous term and completed their full term and have not otherwise been removed mid-term.
- 6.2.4.2 Not otherwise elected to another Officer position.
- 6.2.4.3 If a Member does not qualify or does not want to hold the office, the position remains vacant.

- 6.2.5 Notwithstanding a Member filling more than one (1) executive position, they only are permitted one (1) vote.

6.3 Term of Executive Officers

- 6.3.1 All Executive Officers other than Chair are one (1) year terms.

6.4 Nomination and Election of Executive Officers

- 6.4.1 Shall be nominated and elected by the Parent Members of the Committee at the Inaugural Meeting of the Committee.
- 6.4.2 The Director of Education, or designate, shall conduct the nomination and election of the Chair if required, and Vice-Chair.
- 6.4.3 Thereafter, the elected Chair shall conduct the nomination and election of the other Members of the Executive Officers.
- 6.4.4 The casting of votes shall be by show of hands unless any Member calls for a secret ballot.

FROM ARTICLE IV – COMMITTEE STRUCTURE & MEMBERSHIP

4.3 Community Representatives

- 4.3.1 A maximum of three (3) persons appointed from time to time yearly (based on Committee Operating Year) by the Parent Members of the Committee

4.3.2 Eligibly Criteria

An organization proposing to appoint an individual must meet ALL of the following:

- 4.3.2.1 Be connected with an established and recognized community organization the purpose of which is aligned with CPIC's mandate and vision.
 - 4.3.2.2 Represent a clear geographic or component of the community at large.
 - 4.3.2.3 Be aligned to the TCDSB and Catholic values.
 - 4.3.2.4 Bring added expertise and/or perspective to the Committee's discussions.
- 4.3.3 One (1) Community Representative position will be reserved for a representative from OAPCE-Toronto (Ontario Association of Parents in Catholic Education) provided there is an official appointment made and the appointee wishes to serve.
- 4.3.4 May not be a sitting Board of Trustee member or employee/contractor of the TCDSB.

FROM ARTICLE VIII – SUBCOMMITTEES

8.1 Standing Subcommittees

There shall be the following Standing subcommittees:

8.1.1 Executive Officers Subcommittee

Function: To co-ordinate and manage the activities of CPIC between Meetings of the Committee.

Membership: All Executive Officers

Chair: Chair of CPIC

Vice-Chair: Vice-Chair of the CPIC

8.1.2 Budget & Priority Setting Subcommittee

Function: Devise and propose budget and disbursement targets for CPIC based on approved budget from the previous year as well as in-year monitoring. Recommend priorities and budget for CPIC for the next upcoming year by September 30th

Membership: CPIC Chair, Vice-Chair, Treasurer, at least one (1) Parent Member and any other Members of CPIC who wish to serve.

Chair: Vice-Chair of the CPIC

Vice-Chair: Treasurer of the CPIC

8.1.3 Conference & Events Subcommittee

Function: Responsible for the planning and execution of any Committee-planned events such as: workshops, forums and/or conferences. This will include recommending themes, topics, workshops and/or speakers that support the Committee's objectives. Ensures consistency of CPIC representation, registration activities and post-event surveys for all Committee sponsored events. Acts as an oversight, to ensure uniformity, on any ad-hoc event(s) special Subcommittees.

Membership: CPIC Chair, Events Coordinator and at least two (2) other members from the Committee who wish to serve.

Chair: Events Coordinator

Vice-Chair: To be determined by the Subcommittee

8.1.4 Communications & Parent Resource Subcommittee

Function: Responsible for curating and cycling content on CPIC digital channels and updating CPIC's resource and materials roster. Ensuring coordination of social media channels with respect to notices and materials related to planned CPIC functions.

Membership: CPIC Chair, Secretary, Digital Coordinator and any other Members of the CPIC who wish to serve.

Chair: Digital Coordinator

Vice-Chair Secretary

8.2 Special Subcommittees

8.2.1 From time to time the CPIC may create as many additional Special Subcommittees as it deems necessary to meet specific objectives and to make recommendations to CPIC.

8.2.2 The Committee shall assign purposes and delegate powers and duties to each Special Subcommittee as it deems necessary.

8.2.3 Such Special Subcommittees cease to exist at the conclusion of the Committee Operating Year, when they have achieved their mandate or purpose as specified per 8.2.2, or otherwise as determined by the CPIC.

8.2.4 Notwithstanding 8.2.3 the mandate of a Special Subcommittee may be extended if its work is deemed incomplete and still of use to CPIC at the conclusion of the Committee Operating Year.



Regular Meeting Dates for 2022

(Proposed at Inaugural Meeting November 15, 2021)

Background

From Ontario Education Act Regulation 612/00

MEETINGS

40. (1) A parent involvement committee shall meet at least four times in each school year.

From CPIC By-Laws

ARTICLE IX – MEETINGS

9.3 Regular Meeting Frequency

9.3.1 The Committee Shall meet no less than eight (8) times during the Operating Year.

9.3.2 Regular Meetings shall not be scheduled during Holy Week or school breaks including the summer.

From TCDSB

POLICY P.04: CATHOLIC PARENT INVOLVEMENT COMMITTEE

16. The Board will annually determine the meeting dates for Toronto CPIC, as per the process for its Standing and Statutory committees, at its regular meeting in December.

Recommendation

CPIC approve the following meeting dates and submit it to the Board of Trustees for approval.

Next approved scheduled Meeting #2 is scheduled for Monday December 13, 2021

Regular Meetings for 2021/2022 Term	
Meeting #3	Monday January 17, 2022
Meeting #4	Monday March 7, 2022
Meeting #5	Monday April 25, 2022
Meeting #6	Monday May 16, 2022
Meeting #7	Monday June 20, 2022
Meeting #8	Monday September 19, 2022

Regular Meetings for 2022/2023 Term	
Meeting #1	Monday November 14, 2022
Meeting #2	Monday December 12, 2022

**MINUTES OF THE REGULAR MEETING OF THE
CATHOLIC PARENT INVOLVEMENT COMMITTEE**

PUBLIC SESSION

E-MEETING VIA ZOOM

HELD MONDAY SEPTEMBER 27, 2021

1. Call to Order

The Chair called the Meeting to Order at 7:07PM.

YouTube live feed was activated on the Toronto CPIC channel.

Minutes are being captured by the Recording Secretary.

The Chair introduced Ryan Putnam, Chief Financial Officer and Treasurer.

2. Opening Prayer

Opening prayer and the Land Acknowledgement were led by Chair, Joe Fiorante.

3. Roll Call & Apologies

Trustees: Garry Tanuan (W8)

Elementary Parent Members:

Jennifer Di Francesco (W1)

Joe Fiorante (W3), Chair

Daniel Oliveira (W5/W)

Gus Gikas (W6)

Ivana Calabria-Pantaleo (W10)

Anthony Antinucci (W12)

Secondary Parent Members:

Annalisa Crudo-Perri (Central)

Milva Romano (West)

Community Members:

Katie Piccininni (OAPCE – Toronto)

Staff:

John Wujek (Director Designate)

Ryan Putnam (Chief Financial Officer and Treasurer)

Manuela Sequeira (Parent Engagement Coordinator)

Jessica Dalinda (Communications)

Sarah Pellegrini (Recording Secretary)

Guests:

Mark Novis

A.J. Hepburn (W4), Dan Kajioka (W7), Charmaine von Vulte (W8/W) and Trustee Di Pasquale sent their regrets.

Santhosh Peter Valavi (W5/E), Rose-Marie Fraser (W8/E), Isabel Starck (W11/S), John Yan (The Angel Foundation for Learning) and Alison Canning (Let's Get Together) were absent.

4. Approval of the Agenda

MOVED by Jennifer Di Francesco, seconded by Katie Piccininni, that the Agenda, as amended to include the Addendum, be approved.

By Unanimous consent, the Motion was declared

CARRIED

5. Declarations of Interest

None declared by Members present.

6. Approval & Signing of the Minutes

MOVED by Milva Romano seconded by Daniel Oliveira, that the June 14, 2021 Meeting Minutes, be approved.

By Unanimous consent, the Motion was declared

CARRIED

7. Presentations and Reports from Committee Officials

MOVED by Gus Gikas, seconded by Ivana Calabria-Pantaleo, that Item 7a.1) be adopted as follows:

7a) Chair – Monthly Report received.

The Chair provided an update on his actions for the past month, which included on-going communication with the CPIC Executives, the Director Designate and Parent Engagement Coordinator.

Charmaine von Vulte, Ward 8 West, Elementary Parent Member has resigned, so the vacant position is available to the public.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Gus Gikas, seconded by Jennifer Di Francesco, that Item 7a.2) be adopted as follows:

7a.2) Chair Annual Report received.

The Chair reviewed the draft report that summarizes all actions and recommendations from CPIC for the year. The report will be presented to the Board of Trustees at the October 21, 2021 meeting.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Anthony Antinucci, seconded by Milva Romano, that Item 7b) be adopted as follows:

7b) Treasurer – Financial Update as of August 31, 2021 received.

The Treasurer informed the group there was no change since the last meeting on June 14, 2021.

There is a pending expense for bubble envelopes that were used to send promotional materials to schools.

By Unanimous consent, the Motion was declared

CARRIED

12. Program/Consultation (Committee of the Whole)

MOVED by Jennifer Di Francesco, seconded by Ivana Calabria-Pantaleo, that Item 12a) be adopted as follows:

12a) Catholic Parent Involvement Committee Elections (Information) received.

The Chair updated the Committee that this meeting will be the last meeting prior to the elections. Planning and on-going communication began in May 2021.

The odd wards are up for election, on a two-year term. The following even wards are up for election, on a one-year term: 2 and 8 West. The Secondary ward clusters are up for election, on a one-year term.

Annalisa Crudo-Perri joined the virtual meeting room at 7:35 pm.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Jennifer Di Francesco, seconded by Ivana Calabria-Pantaleo, that Item 12b) be adopted as follows:

12b) Parent Reaching Out (PRO) Grant (Discussion) received.

The Chair updated the Committee with a breakdown of the reports. This was the first time that PRO Grants were used to purchase books.

Approximately \$95,000.00 will be received for the upcoming 2021-2022 year.

By Unanimous consent, the Motion was declared

CARRIED

The Chair declared a recess.

The meeting resumed with Joe Fiorante in the Chair, with no change to the attendance list.

15. Reports from TCDSB Board Officials

MOVED by Ivana Calabria-Pantaleo, seconded by Jennifer Di Francesco, that Item 15a) be adopted as follows:

15a) Director-Designate for CPIC – John Wujek – Monthly Update received.

The Director Designate welcomed back all members of the committee from the summer break.

The Board of Directors and Staff have been working on COVID-19 items, including safety protocols, mandatory vaccination/testing process for all employees and re-organization of schools.

September 30th will mark the first National Day for Truth and Reconciliation.

By Unanimous consent, the Motion was declared

CARRIED

16. Reports from Trustee or Trustee Alternate

MOVED by Gus Gikas, seconded by Anthony Antinucci, that Item 16a) be adopted as follows:

16a) Verbal Update – Garry Tanuan, Trustee and Norm Di Pasquale, Trustee Alternate received.

Trustee Tanuan updated the Committee that he has been appointed as the Trustee Representative to the Toronto Region Conservation Authority (TRCA) and Natural Science and Education Committee (NSEC).

By Unanimous consent, the Motion was declared

CARRIED

17. Parent Member & Community Member Reports

MOVED by Ivana Calabria-Pantaleo, seconded by Gus Gikas, that Item 17a) be adopted as follows:

17a) Ward 12 Update (Verbal) (Information) – Anthony Antinucci, St. Ursula received.

Anthony provided the committee with feedback regarding the bussing company that is used. The company that is used, is reviewed, and organized for both TCDSB and TDSB.

If an issue with bussing arises, a hotline and general mailbox was created but they are not easily accessible.

Anthony has reached out to his school to inquire about concerns, an example he received is that siblings are sometimes not on the same bus.

By Unanimous consent, the Motion was declared

CARRIED

18. Update from the Board on Prior CPIC Resolutions Recommended

MOVED by Jennifer Di Francesco, seconded by Katie Piccininni, that Item 18a) be adopted as follows:

18a) Catholic School Parent Council (CSPC) School Messenger Report (Discussion) received.

The Director Designate updated the committee that the Parent Engagement team and Steve Camacho are continuing to work on this request.

Staff support communication, but there is a concern with the integrity and privacy act. Staff are reaching out to TDSB for information on how they have implemented this access.

This item will be added to the pending list.

By Unanimous consent, the Motion was declared

CARRIED

20. Adjournment

MOVED by Jennifer Di Francesco, seconded by Ivana Calabria-Pantaleo, that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 9:00 PM.

CPIC SECRETARY

CPIC CHAIR