

TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC)

SPECIAL MEETING REVISED AGENDA

April 4, 2022



Elementary Parent Members

Jennifer Di Francesco

Ward 1

Solimen Hilwi

Ward 2

Joe Fiorante

Ward 3

Vacant

Ward 4

Ravi Peters

Ward 5 East

Vacant

Ward 5 West

Gus Gikas

Ward 6

Lisa Landriault

Ward 7

Rose-Marie Fraser

Ward 8 East

Joanna Chang Tze

Ward 8 West

Abayomi Bedward

Ward 9

Ivana Calabria-Pantaleo

Ward 10

James Ocampo

Ward 11 North

Fadzi McConnell

Ward 11 South

Anthony Antinucci

Ward 12

Community Members

John Del Grande

(1) OAPCE-Toronto

Katherine Cha, PhD

(2)

Alison Canning

(3) Let's Get Together

Secondary Parent Members

Vacant

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

Ryan Peterson

Director Designate

Manuela Sequeira

Parent Engagement Coordinator

Marco Ouji (Interim)

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

Angela Kennedy
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.

**REVISED AGENDA
SPECIAL 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

April 4, 2022

7:00 pm

Pages

- 1. Call to Order**
- 2. Opening Prayer**
- 3. Roll Call & Apologies**
- 4. Approval of the Agenda**
- 5. Declarations of Interest**
- 6. Approval & Signing of the Minutes - NIL**
- 7. Presentations & Reports from Committee Officers**
- 8. Delegations**
- 9. Unfinished Business & Matters Rising Out of Minutes**
- 10. Notices of Motion**
 - 10.a. From Teresa De Stefano regarding the Catholic Parent Involvement Committee Showcase 2022 (Refer to Item 12a)**

11. **Communications Received**
12. **Program/Consultation (Committee of the Whole)**
 - 12.a. **REVISED Catholic Parent Involvement Committee Showcase 2022** 2 - 7
(Refer to Item 10a)
13. **Subcommittee & Special Committee Reports**
 - 13.a. **REVISED Conference and Events Subcommittee (Information)** 8
14. **Matters Referred to the Committee by the Board of Trustees and Other Committees of the Board**
15. **Reports from TCDSB Board Officials**
16. **Reports from Trustee or Trustee Alternate**
17. **Parent Member & Community Member Reports**
18. **Update from the Board on Prior CPIC Resolutions Recommended**
19. **Pending List**
20. **Adjournment**



NOTICE OF MOTION

Monday April 4, 2022 – Teresa De Stefano, CPIC Events Coordinator

WHEREAS: CPIC Showcase 2022 supports CPIC stated objectives and Catholic Education Week.

WHEREAS: CPIC Showcase 2022 provides parents with informative and useful engagement opportunities which include live webinar presentations from 4 leading Canadian parenting experts, namely Jennifer Kolari, Stuart Shanker, Alyson Schafer, and Kylah Harrington

BE IT RESOLVED THAT: CPIC Committee approves the 4 Speakers and the CPIC Showcase 2022 Budget of \$11,000 as explained in the Event Planning Brief.



Toronto Catholic Parent Involvement Committee

PARENT ENGAGEMENT EVENT APPLICATION BRIEF

Title	CPIC Showcase 2022			
Description	Four Canadian Expert Speakers on Parenting Topics to be scheduled between the last week of April and the first three weeks of May 2022 (to support Catholic Education Week) Via Zoom webinars from 7 pm to 8:30 pm (1.5 hours each)			
Objective (s)	<ol style="list-style-type: none"> 1) To increase the awareness of TCDSB parents of the CPIC objective “to support student achievement through increased parent involvement”. 2) To be a trusted resource for TCDSB Parents for live access to the leading Canadian parenting experts. 3) To increase interest and attendance for CPIC events. 			
Expected Outcome (s)	For CPIC to provide parents with informative parenting webinars and the opportunity to ask questions during a live webinar to 4 of the leading Canadian parenting experts.			
Date (s)	Thurs April 28, Wed May 4, Tues May 10, Thurs May 19 (2022)	Time: 7 pm to 8:30 pm (each webinar)		
Delivery Model	<input type="checkbox"/> In-Person - NO	Venue Space(s)	n/a	<input type="checkbox"/> Permit(s) n/a
	<input checked="" type="checkbox"/> Virtual - YES	Virtual Platform	Zoom (by TCDSB)	<input type="checkbox"/> Licence n/a
Total Budget	\$11,000 (including HST)	Cost to Participants	\$NIL	
Expected # of Participants:	Max 300 participants per Zoom Webinar X 4 webinars = 1200 participants total	Expected # of Staff & Community Members:	CPIC Chair and/or CPIC Events Coordinator As co-panelists for each webinar plus other CPIC Members (to attend individual webinars based on interest and availability)	
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Lead	Teresa De Stefano CPIC Events Coordinator	Email	cpic.eventscoordinator@tcdsb.org
		Mobile Number	(416) 918-7992
CPIC Events Committee Members	Teresa De Stefano – CPIC Events Committee Chair and CPIC Events Coordinator and CPIC Rep SS East Joe Fiorante – CPIC Chair and CPIC Rep Ward 03 Gus Gikas – CPIC Treasurer and CPIC Rep Ward 06 Fadzi McConnell – CPIC Secretary and CPIC Rep Ward 11south Joanna Chang – CPIC Rep Ward 08west Anthony Antinucci – CPIC Rep Ward 12 Annalisa Crudo-Perri – CPIC Rep SS Central		
EVENT DETAILS			
Format	<input type="checkbox"/> Conference no <input checked="" type="checkbox"/> Webinar YES <input type="checkbox"/> Workshop no	Keynote Speakers (Four)	Jennifer Kolari, Kylah Harrington, Dr Stuart Shanker, Alyson Schafer
Promotion	CPIC Twitter – by CPIC Chair TCDSB Communications – All Media CPIC Chair/Parent Engagement Coordinator - Emails to CSPC Chairs and Principals/Vice Principals CPIC Representatives – Emails Event Flyer	Registration Details	Zoom webinar (via TCDSB)
AV Equipment (If Any)	n/a	Catering (If Any)	None
Event Schedule (Time/Content)	Four Dates from 7 pm to 8:30 pm Thurs April 28, 2022 Wed May 4, 2022 Tues May 10, 2022 Thurs May 19, 2022	Content Details	April 28 – Jennifer Kolari “Connected Parenting” May 4 – Kylah Harrington (Parent Education Network) “How To Talk So Kids Will Listen” May 10 – Dr Stuart Shanker “Self-Regulation for Parents and Kids” May 19 – Alyson Schafer “Adler’s Impact on Family and School”



CPIC

CATHOLIC
PARENT
INVOLVEMENT
COMMITTEE



Toronto Catholic Parent Involvement Committee

PARENT ENGAGEMENT EVENT PLANNING BRIEF

Category (If Applicable)	Action(s) Required	Responsibility	Timeline for Completion	Completed
CPIC Special Meeting –Notice of Meeting requires 7 days	To setup Zoom Link for CPIC Special Meeting and distribute to CPIC Members	CPIC Chair or CPIC Vice Chair	Monday March 28, 2022	Yes
Approval of Showcase Budget	CPIC Special Meeting for a Motion to Approve the CPIC Showcase Budget (as outlined below)	CPIC Committee	Monday April 4, 2022	
Promotion	CPIC Twitter – by CPIC Chair TCDSB Communications – All media CPIC Chair/Parent Engagement Coordinator - Emails to all CSPC Chairs and Principals/Vice Principals CPIC Representatives - Emails Event Flyer – to be created	Collaboration with: CPIC Chair CPIC Events Coordinator TCDSB Communications (Event Flyer) Parent Engagement Coordinator	ASAP upon Approval to set up a meeting with Communications to discuss Promotions and to create the Event Flyer	
Registration	Zoom Registration Link (via TCDSB)	TCDSB CPIC Events Coordinator	ASAP	
Content	4 Webinar Presentations (1 hour presentation plus 15 min Q&A)	Each Individual Speaker	April 28 and May 4, 10, 19 2022	
Keynote Speakers	Request, review and sign the 4 Speaker Contracts	CPIC Chair – to Review and Sign CPIC Events Coordinator – to Request and Review Page 4 of 8	Draft Contracts have been requested. To Review and Sign within 1 week of CPIC Special Meeting (Monday April 11, 2011)	

Special Guests	n/a	n/a	n/a	n/a
Prayer & Land Acknowledgements	CPIC Chair and/or CPIC Events Coordinator	CPIC Chair and/or CPIC Events Coordinator	CPIC Chair and/or CPIC Events Coordinator	For each webinar
Permit (s)	n/a	n/a	n/a	n/a
Licence (s)	n/a	n/a	n/a	n/a
AV Equipment	n/a	n/a	n/a	n/a
Facilities & Furniture	n/a	n/a	n/a	n/a
Staffing	n/a	n/a	n/a	n/a
Set-Up	n/a	n/a	n/a	n/a
Clean-Up	n/a	n/a	n/a	n/a
Catering	n/a	n/a	n/a	n/a
Event Feedback Form	Survey to be completed by participants after each webinar	CPIC Chair and CPIC Events Coordinator to draft survey questions	After the 4 webinars and by the CPIC Regular Meeting on Monday June 20, 2022	

EVENT BUDGET

Total funding amount allocated	\$11,000
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PLANNED EXPENSES

(If Applicable/Include Additional Expenses as Needed)

Promotional Materials	\$nil
Conference/Webinar/Workshop Materials – TBD (\$50 per webinar x 4 webinars = \$200)	\$200
Keynote Speakers – Four – See below for details:	Sub-Total: \$10,605
April 28 – Jennifer Kolari = CDN \$3500 (plus HST) = \$3,955	\$3,955
May 4 – Kylah Harrington (Parent Education Network) = CDN \$1000 (no HST)	\$1,000
May 10 – Dr Stuart Shanker = CDN \$2500 (plus HST) = \$2,825	\$2,825
May 19 – Alyson Schafer = CDN \$2500 (plus HST) = \$2,825	\$2,825
(After 34% discount obtained by CPIC Events Coordinator)	
AV Equipment	\$nil
Permit Costs /Licence	\$nil
Catering	\$nil
Parent Resource(s) (Gift cards and prizes are not covered under this funding) - TBD approx.	\$195
Staffing Costs (e.g., child minding)	\$nil
TOTAL EXPENSES	\$11,000
Unallocated funds (If Applicable)	\$nil

**MINUTES
CONFERENCE & EVENTS STANDING SUB-COMMITTEE
OF THE
TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**

Held Wednesday February 2, 2022

Attendees

Elementary Parent Members:

Joe Fiorante (W3)

Gus Gikas (W6)

Joanna Chang Tze (W8/W)

Secondary Parent Members:

Teresa De Stefano (East)

Staff

Manuela Sequeira (Parent Engagement Coordinator)

January 26th Workshop

- We had 125 registrants for the noon workshop and 125 registrants for the evening workshop. Initially we started with 100 spots however as both workshops filled up quickly, we added an additional 25 spots to each workshop. The cost for the additional 50 spots was \$250 making cost for January workshops \$1250.
- Attendance was 66 registrants for the noon workshop and 60 registrants for the evening workshop. In speaking with SMSK they find average attendance is between 45%-55% of registrants. Historic rate of participation for virtual events is low, usually because there is no cost to register and no loss if you do not attend. We know success of an event is not based entirely on number of attendees and continue to find ways to increase participation. For those in attendance the workshop was well received as panelist were able to observe the comments in the chat.
- We have been given the email lists collected by SMSK. We have not been given the survey results.

March 8th Workshop

- Current registration is 43 for noon, 86 for evening.

Strong Minds Strong Kids Payment (\$2,250)

- Requisition form was created and payment in process.

April Showcase

- Still working on quotes for speakers and arrangement of speakers.
- The maximum number of participants on the CPIC zoom account is 300.
- Meeting with Adam Growe (Cash Cab) went well however his fees are more than we would be willing to spend.
- We were introduced to Streamyard, a live streaming software. The Digital Coordinator will investigate the use and cost (\$240/year).
- Clarification that PRO or PIC funds cannot be used to purchase gift cards for events. Parent resources make for a more appropriate take away and may help with participation rate for events.

**MINUTES
CONFERENCE & EVENTS STANDING SUB-COMMITTEE
OF THE
TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**

Held Monday March 21, 2022

Attendees

Elementary Parent Members:

Gus Gikas (W6)
Joanna Chang Tze (W8/W)

Secondary Parent Members:

Teresa De Stefano (East)

Staff

None

CPIC Showcase

- A Powerpoint on the CPIC Showcase was presented by Teresa De Stefano.
- The 4 Speakers were discussed and the expert calibre was highlighted.
- It was considerably noted that the Discounted Fees requested were over 50% of the original Fees quoted.
- There was an overall enthusiasm and positive acceptance of the Speakers, Fees, Dates and Format.
- We adjourned early to seek the feedback of the CPIC Chair to proceed to next steps.

Date 2022	Presenter	Organization	Fee	Discounted Fee	Notes
April 7	Kylah Harrington	Parent Education Network (PEN)	\$1500	\$1000	No HST
April 14	Dr Stuart Shanker	Self-Reg, York Professor	\$3400	\$2500	Plus HST
April 21	Alyson Schafer	Parenting Expert, Author	\$5000	\$2500	Plus HST
April 28	Jennifer Kolari	Connected Parenting	\$4500	\$3500	Plus HST
Total:			\$14,400	\$9,500	Plus HST
				34% discount	