TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC)

REGULAR MEETING May 16, 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

Frank D'Amico
Interim Chair of The Board

ONTARIO EDUCATON 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;
 - (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

Delegations

8.

Jennifer Di Francesco, Vice Chair

Public Webcast – YouTube Live https://www.youtube.com/channel/UCVgBs31RMSjzWOaVvQAc_Pw

Ma	ny 16, 2022	
7:0	00 pm	_
		Pages
1.	Call to Order	
2.	Opening Prayer	
	2.a. Land Acknowledgement	1
3.	Roll Call & Apologies	
4.	Approval of the Agenda	
5.	Declarations of Interest	
6.	Approval & Signing of the Minutes	
	6.a. April 25, 2022 Regular Meeting	2 - 13
7.	Presentations & Reports from Committee Officers	
	7.a. From the Chair - Monthly Update	14
	7.b. From the Treasurer - Financial Report as of April 30, 2022	15

9.	Unfinished Business & Matters Rising Out of Minutes				
10.	Notices of Motion				
11.	Communications Received				
12. Program/Consultation (Committee of the Whole)					
	12.a.	2022/2023 Catholic Parent Involvement Committee Elections (Discussion)	16 - 20		
	12.b.	Parenting Webinar Showcase Update (Verbal) - Joe Fiorante, Chair & Elementary Parent Member and Teresa De Stefano, Event Coordinator & Secondary East Parent Member (Information)			
13.	Subco	mmittee & Special Committee Reports			
14. Matters Referred to the Committee by the Board of Trustees and Other Committees of the Board					
15.	Reports from TCDSB Board Officials				
	15.a.	Director - Designate for CPIC - Ryan Peterson - Monthly Update (Verbal)			
16.	Repor	ts from Trustee or Trustee Alternate			
	16.a.	Monthly Update - Garry Tanuan, Trustee and Norm Di Pasquale, Trustee Alternate (Verbal)			
17.	Parent	Member & Community Member Reports			
	17.a.	Ontario Association of Parents in Catholic Education (OAPCE) Toronto Update - John Del Grande, OAPCE Community Representative	21		
18.	Updat	e from the Board on Prior CPIC Resolutions Recommended			
19.	Pending List				
	19.a.	Pending List as at May 16, 2022	22 - 23		

20. 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-Shohnee) 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.

MINUTES OF THE REGULAR MEETING OF THE CATHOLIC PARENT INVOLVEMENT COMMITTEE

PUBLIC SESSION

E-MEETING VIA ZOOM

HELD MONDAY APRIL 25, 2022

1. Call to Order

The Chair called the Meeting to Order at 7:05PM.

YouTube live feed was activated on the Toronto CPIC channel.

Minutes are being captured by the Recording Secretary.

2. **Opening Prayer**

Father John Pak, Holy Martyrs of Japan Parish led the opening prayer. The Land Acknowledgement was led by Rose-Marie Fraser.

3. Roll Call & Apologies

Trustees: Garry Tanuan (W8)

Norm Di Pasquale (W9)

Non-Voting

Maria Rizzo (W5)

Trustees:

Elementary Jennifer Di Francesco (W1)

Parent Joe Fiorante (W3), Chair

Members: Ravi Peters (W5/E)

Gus Gikas (W6)

Lisa Landriault (W7)

Rose-Marie Fraser (W8/E)
Joanna Chang Tze (W8/W)

Ivana Calabria-Pantaleo (W10)

Fadzi McConnell (W11/S)

Secondary Teresa De Stefano (East)

Parent

Members:

Community John Del Grande (OAPCE – Toronto)

Members: Alison Canning – Let's Get Together

Katherine Cha, PhD

Staff: Ryan Peterson (Director Designate)

Manuela Sequeira (Parent Engagement Coordinator)

Marco Ouji (Communications Manager) Sarah Pellegrini (Recording Secretary)

Guests: Father John Pak, Holy Martyrs of Japan Parish

Ryan Putnam, Chief Financial Officer and Treasurer

Paolo Ho, Website Supervisor

Solimen Hilwi (W2), Anthony Antinucci (W12) and Annalisa Crudo-Perri (Central) sent their regrets.

Abayomi Bedward (W9) and James Ocampo (W11/N) were absent.

4. Approval of the Agenda

MOVED by Ivana Calabria-Pantaleo, seconded by Gus Gikas, that the Agenda, 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 Jennifer Di Francesco, seconded by Rose-Marie Fraser, that the March 7, 2022 Regular Meeting Minutes and April 4, 2022 Special Meeting Minutes, be approved.

By Unanimous consent, the Motion was declared

CARRIED

7. Presentations and Reports from Committee Officials

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

7a) From the Chair – Monthly Update received.

The Chair reviewed the work they completed over the month, majority revolving around communicating with Staff and regarding webinars.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Jennifer Di Francesco, seconded by Joanna Chang Tze, that Item 7b) be adopted as follows:

7b) Treasurer – Financial Report as of March 31, 2022 received.

The Treasurer informed the group that the balance from last month carried over. A new balance will be updated for next month which will include the costs for the webinars.

By Unanimous consent, the Motion was declared

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

7c) Communications Update (Verbal) – Marco Ouji, Communications Manager received.

MOVED in AMENDMENT by John Del Grande, seconded by Jennifer Di Francesco, that Communications work with CPIC on suggestions for a template or consideration components when letters and communications are sent out to parents.

Marco Ouji introduced the communications team and the roles of each member. He updated the group that any communications requests should be sent to either the Chair or Director-Designate and they will connect with the Communications Department for completion.

By Unanimous consent, the AMENDMENT to the AMENDMENT was declared

CARRIED

By Unanimous consent, the Motion was declared

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

7d) Toronto Catholic District School Board Website Stakeholder Engagement Survey Preamble (Verbal) – Paolo Ho, Website Supervisor received.

MOVED in AMENDMENT by John Del Grande, seconded by Jennifer Di Francesco, that CPIC recommend the following:

- 1. That TCDSB include parent representatives at various points in the website redesign process to ensure it's meeting the needs of parents as key stakeholders;
- 2. That TCDSB communications and website project team ensure that key resources for CSPCs does not require logins; and
- 3. That TCDSB consider facilitation for CSPCs to update CSPC updates & information to the website that will go through appropriate approval process.

Paolo Ho informed the group that the Communications department will be overseeing the redevelopment of the TCDSB website.

By Unanimous consent, the AMENDMENT to the AMENDMENT was declared

CARRIFD

By Unanimous consent, the Motion was declared

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

7e) 2022-23 Budget Framework and Stakeholder Consultation – Ryan Putnam, Chief Financial Officer and Treasurer received.

MOVED in AMENDMENT by John Del Grande, seconded by Rose-Marie Fraser, that CPIC recommend to the CFO to update the board on an approach for continued communications be made to parents & system stakeholders about the substantial potential impact to the Boards budget and declining enrolment (including unplanned inflation) and considerations through the budget process on staffing and programming. Information to also include the normal regulatory and contractual obligations for class sizes.

Ryan Putnam updated the group on the current financial position, the current enrolment and staffing position of the TCDSB and next steps regarding upcoming consultations.

By Unanimous consent, the AMENDMENT to the AMENDMENT was declared

CARRIED

By Unanimous consent, the Motion was declared

12. Program/Consultation (Committee of the Whole)

MOVED by John Del Grande, seconded by Ivana Calabria-Pantaleo, that Item 12a) be adopted as follows:

12a) Virtual Rosary Evening Report (Information) received.

The Chair provided an overview of the event, including lessons learned for future events. The Chair also updated the group with the current number of registrants for future events.

By Unanimous consent, the Motion was declared

CARRIED

15. Reports from TCDSB Board Officials

MOVED by Jennifer Di Francesco, seconded by Gus Gikas, that Item 15a) be adopted as follows:

15a) Director-Designate for CPIC – Ryan Peterson – Monthly Update received.

MOVED in AMENDMENT by John Del Grande, seconded by Jennifer Di Francesco, that the number of voting members and the average number of parents attending be added to the CSPC report.

Ryan Peterson informed the committee that a note is sent home when there is a COVID-19 case at a school. He has been actively working with IT to ensure that the workshops are set up.

By Unanimous consent, the AMENDMENT to the AMENDMENT was declared

CARRIED

By Unanimous consent, the Motion was declared

CARRIED

16. Reports from Trustee or Trustee Alternate

MOVED by Rose-Marie Fraser, seconded by Teresa De Stefano, that Item 16a) be adopted as follows:

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

Trustee Tanuan updated the group that April is Volunteer Appreciation Month, so he thanked every member for their continued commitment and support.

By Unanimous consent, the Motion was declared

CARRIED

19. Pending List

MOVED by Jennifer Di Francesco, seconded by Ivana Calabria-Pantaleo, that Item 19a) be adopted as follows:

19a) Pending List as at April 25, 2022 received.

The Chair reviewed the pending list and it was discussed that the following items would be added moving forward:

1. From the March 2, 2020 Meeting

MOVED by Anthony Antinucci, seconded by Jennifer Di Francesco that CPIC recommend the existing brochure be augmented with successful use of PIC Grants by other schools with references to materials and/or approved speakers/vendors/services that could be used be referred to the Communications & Parent Resource Standing Subcommittee; and

2. From the March 2, 2020 Meeting

MOVED by John Del Grande, seconded by Jennifer DiFrancesco that a parent engagement continuum/index be created where schools can identify where they rate themselves based on a series of questions or considerations and key initiatives that could be used to move up to the next level.

This index be part of the School Learning Improvement Plan (SLIP) and provided to the Board so as to gauge parent engagement across the system at a given time and track improvements to it be referred to the Communications & Parent Resource Standing Subcommittee to recommend a draft back to CPIC.

By Unanimous consent, the Motion was declared

CARRIED

20. Adjournment

MOVED by Jennifer Di Francesco, seconded by Rose-Marie Fraser that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 10:32PM.

CPIC SECRETARY	CPIC CHAIR



Chair's Monthly Report April 2022 to May 2022

- Communicated with Communications regarding promotion of CPIC Parenting Webinar Showcase.
- Communicated with Director Designate and Parent Engagement Coordinator.
- Communicated with CPIC Executive Members.
- Communicated with CPIC members.
- Attended parenting webinars on April 28, May 4 and May 10.
- Monitored social media and engaged when appropriate.
- Reviewed TCDSB Board Agendas.
- Reviewed April draft Minutes.
- Prepared items for May Agenda.

CPIC Grant & Expenditure Summary As at April 30, 2022

	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	23.80	
Parent Resources	-	
Printing & Supplies	138.07	
Promotional Materials	-	
Refreshments - Events	-	
Refreshments - Meeting	-	
Speaker & Recognition Expenses	2,250.00	
Telecommunication	-	
Translation Services	-	
TTC Tokens - Buses	-	
TOTAL EXPENDITURES	2,411.87	
CARRYOVER TO NEW YEAR	82,477.97	



2022/2023 Elections October 2022

Number of Term Length Area **Positions** (years) Elementary Even Wards (2, 4, 6, 8 Members West, 8 East, 10, 12) Elementary Odd Ward (5 East) 1 1 Members Secondary West, Central, East 3 1 **Parent Members**

ARTICLE IV – COMMITTEE STRUCTURE & MEMBERSHIP

4.0 To be consistent with [Ontario Education Act Regulation 612/00 s(33/34)]

4.1 Parent Members – Elementary School Ward Representatives

4.1.1 Qualifications

- 4.1.1.1 Shall be an English-Catholic School supporter as designated by the official City of Toronto/MPAC tax roll.
- 4.1.1.2 Shall be a Parent (as defined by the Education Act) of a student enrolled in a TCDSB elementary school as of the date of election/appointment in the designated Ward or Ward Cluster of Schools.

OR

- 4.1.1.3 Shall be a Parent of a student enrolled in a TCDSB elementary school and has a primary residency in the designated Ward or Ward Cluster of Schools.
- 4.1.1.3 Parents who are paid TCDSB employee(s)/contractor(s) may serve but shall identify their employment status at the first meeting of the Committee.
- 4.1.1.4 May not be a sitting TCDSB Trustee.

4.1.2 Boundaries

- 4.1.2.1 Minimum of one (1) Parent representative per TCDSB Trustee Ward.
- 4.1.2.2 Each elementary Parent Member shall represent up to sixteen (16) elementary schools within a single TCDSB Trustee Ward.
- 4.1.2.3 Where a TCDSB Trustee Ward has more than sixteen (16) elementary schools within it, an additional elementary Parent Member will be considered by a vote of CPIC and updated in CPIC policy before the next scheduled annual elections.

4.1.3 Term

4.1.3.1 Each term for an Elementary School Ward or Elementary Ward Cluster of Schools Representative shall be a maximum of two (2) years.

4.2 Parent Members – Secondary School Ward Cluster of Schools Representatives

4.2.1 Qualifications

4.2.1.1 Shall be a Parent of a student enrolled in a TCDSB secondary school as of the date of election/appointment in the designated Ward Cluster of Schools.

OR

- 4.2.1.2 Shall be a Parent of a student enrolled in a TCDSB secondary school and has a primary residency in the designated Ward or Ward Cluster of Secondary Schools.
- 4.2.1.3 Parents who are a paid TCDSB employee/contractor may serve but shall identify their employment status at the first meeting of the Committee.
- 4.2.1.4 May not be a sitting Board of Trustee member.

4.2.2 Boundaries

- 4.2.2.1 Shall be one (1) Parent representative per Ward Cluster of Secondary Schools.
- 4.2.2.2 A maximum of three (3) total Ward Cluster of Secondary Schools areas.
- 4.2.2.3 Clusters and Wards areas will be defined and updated in CPIC policy.

4.2.3 Term

4.2.3.1 Each term for a Secondary School Ward Representative shall be a maximum of one (1) year.

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

ARTICLE XVII – ELECTION OF PARENT MEMBERS

17.0 To be consistent with [Ontario Education Act Regulation 612/00 s(34)]

17.1 Eligible Voters

- 17.1.1 The CSPC Chair of each school in the designated Ward or Ward Cluster of Schools shall be the only eligible voter for the position of Ward Parent Members.
- 17.1.2 The official CSPC Chair of each school shall be those kept by the designated Staff Coordinator/Liaison for Parent Engagement.
- 17.1.3 Each attending CSPC Chair will be entitled to one (1) vote.
- 17.1.4 If a CSPC has Co-Chairs only one (1) person will be entitled to cast a vote.
- 17.1.5 There shall be no other substitute voters.
- 17.1.6 There shall be no proxies.

17.2 Election Timelines: Parent Ward or Ward Cluster of Schools Representatives

- 17.2.1 Shall be held between October 15th and October 30th of each school year.
- 17.2.2 The specific date, time, and location shall be determined by the Director or designate and the Chair/Vice-Chair of the Committee.
- 17.2.3 Shall be held at a TCDSB school or TCDSB owned property within the applicable Ward or Ward Cluster of Schools or alternatively may be held via an E-Meeting.
- 17.2.4 Elections will be scheduled where practical, to be accompanied by a CSPC Chair training session, TCDSB event or a Trustee Ward meeting.

17.3 Nomination of Parent Candidates for inclusion on Ballot

- 17.3.1 Shall be filled out on the official designated CPIC Nomination Form.
- 17.3.2 Shall be submitted at least ten (10) calendar days before the election date.

17.4 Nomination of Parent Candidates – Election Day

- 17.4.1 Shall only be permitted if there are no pre-nominated candidates.
- 17.4.2 Shall only be one (1) of the CSPC Chairs present at the voting Meeting.

17.5 Scrutineers

16.5.1 Shall be a designated TCDSB Superintendent or Associate Director of Education.

17.6 Acclamation

17.6.1 If there is only one (1) nominated and verified candidate, that candidate shall be acclaimed and there shall be no need for an election.

17.7 Election Procedures

- 17.7.1 Ballot order shall be determined by alphabetical last name.
- 17.7.2 Names shall appear on the ballot as submitted on the CPIC Nomination Form.
- 17.7.3 Eligible voting members shall be determined by those eligible electors as of official call of the starting of the election portion of the Meeting.
- 17.7.4 Nominated Parent candidates shall be permitted up to two (2) minutes for stating their interest in the position and any associated qualifications.
- 17.7.5 Shall be by secret ballot.
- 17.7.6 A ballot is considered spoiled if more than one (1) candidate is selected or if it is no longer anonymous.
- 17.7.7 Shall be considered based on the majority vote of voters.
- 17.7.8 If there is a tie, the winner shall be decided by lot.
- 17.7.9 The list of candidates and the vote result will be kept on record for six (6) months.

17.8 Public Results

- 17.8.1 All individuals standing for election will be notified if possible of the results before a public notice is made.
- 17.8.2 Only the names of the successful candidate shall be made public.
- 17.8.3 Public results should be made within five (5) calendar days of the election.

17.9 Appeals

- 17.9.1 Appeals related to the election process or the results must be made within forty-eight (48) hours of the of the election Meeting.
- 17.9.2 Appeals if they cannot be resolved by the local Superintendent will be jointly adjudicated by the Director and Chair or Vice-Chair of CPIC.



CATHOLIC PARENT INVOLVEMENT COMMITTEE PENDING LIST TO MAY 16, 2022

#	Date Requested	Report Due Date	Subject	Delegated To
1	March-2020 Regular CPIC	TBC	That a parent engagement continuum/index be created where	Director - Designate
	Meeting		schools can identify where they rate	2 001911110
			themselves based on a series of	
			questions or considerations and key	
			initiatives that could be used to move up to the next level.	
			This index be part of the School	
			Learning Improvement Plan (SLIP) and	
			provided to the Board so as to gauge	
			parent engagement across the system	
			at a given time and track	
			improvements to it be referred to the Communications & Parent Resource	
			Standing Subcommittee to recommend	
			a draft back to CPIC.	
			(Notice of Motion: From John Del	
			Grande – Parent Engagement School	
			Index)	
2	Jan-2022 Regular	TBC	That CPIC in conjunction with TCDSB IT	Director-
	CPIC Meeting		Services investigate a group buy or central	Designate
			licensing model with Intuit for available use	
			of Quickbooks for Catholic School Parent	
			Councils (CSBCs) agrass the TCDSB	

#	Date Requested	Report Due Date	Subject	Delegated To
			(Metrics Report on the Catholic School Parent Council, Policy S.10, 2020-2021)	