

# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC)

REGULAR MEETING  
APRIL 07, 2025



CPIC

CATHOLIC  
PARENT  
INVOLVEMENT  
COMMITTEE



## Elementary Parent Members

**Jennifer Di Francesco**  
CHAIR  
Ward 1

**Gabriela Berloni**  
VICE CHAIR  
Ward 2

**Tony Orangis**  
Ward 3

**Agata Edwards**  
Ward 4

**Franco Cozza**  
Ward 5 East

**Madeleine Juanche**  
Ward 5 West

**Andreia Maia**  
Ward 6

**Dan Kajjoka**  
Ward 7

**Richelle De Belchior**  
SECRETARY  
Ward 8 East

**Jacinda Liburd**  
Ward 8 West

VACANT  
Ward 9

**Nora Biagioni da  
Costa**  
Ward 10

**Francesca Ancona**  
Ward 11 North

**Michael Lamanna**  
Ward 11 South

**Karolina Krystyniak**  
Ward 12

## Community Members

VACANT  
(1)

VACANT  
(2)

VACANT  
(3)

## **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.*

## Secondary Parent Members

**Ivonne Marynovych**  
West - (Wards 1,2,3 & 4)

**Gus Gikas**  
TREASURER  
Central - (Wards 5,6,9 & 10)

**Maureen Colford**  
East - (Wards 7,8,11 & 12)

## Trustee Representatives

**Nancy Crawford**  
**Frank D'Amico** (Alternate)

## Board Representatives

**Ryan Peterson**  
Director Designate

**Joe Fiorante**  
Financial Services

**Marco Ouji**  
Communications

**Dr. Brendan Browne**  
Director of Education

**Sapphire Adaikpoh**  
Acting Recording Secretary

**Markus de Domenico**  
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**

**Jennifer Di Francesco, Chair    Gabriela Berloni, Vice Chair**

**April 7, 2025**

**7:00 pm**

	<b>Pages</b>
<b>1. Call to Order</b>	
<b>2. Opening Prayer</b>	
<b>2.a Land Acknowledgement</b>	<b>1</b>
<b>3. Roll Call &amp; Apologies</b>	
<b>4. Approval of the Agenda</b>	
<b>5. Declarations of Interest</b>	
<b>6. Approval and Signing of the Minutes held February 24, 2025</b>	<b>2 - 12</b>
<b>7. Presentations &amp; Reports from Committee Officers</b>	
<b>7.a Chairs Report - April 2025</b>	<b>13 - 14</b>
<b>7.b Catholic Parent Involvement Committee Grant and Expenditure     Summary as of March 31st, 2025 - Gus Gikas, Treasurer of Catholic     Parent Involvement Committee</b>	<b>15</b>
<b>7.c 2025-2026 Budget Framework - Ryan Putnam, Chief Financial     Officer and Treasurer</b>	<b>16 - 27</b>

7.d	School Finance Support Team Updates - Weronika Dec, Senior Manager, School Finance Support Team	28 - 34
7.e	Update on Catholic School Parent Councils (CSPC) Financial Software - Joe Fiorante, Supervisor, CSPC Reporting (Recommendation)	35
8.	Delegations	
9.	Unfinished Business & Matters Rising Out of Minutes	
10.	Notices of Motion	
10.a	From Gus Gikas, Treasurer of Catholic Parent Involvement Committee and representative of Central Wards 5,6,9 and 10, regarding CPIC Volunteer of the Year Award Plaques and Nameplates	36 - 42
11.	Communications Received	
11.a	Ontario Association of Parents in Catholic Education (OAPCE) Report and Letter to Catholic Parent Involvement Committee (CPIC)	43 - 45
11.b	From Toronto Catholic District School Board (TCDSB) Parent regarding Your Ticket for the Lift Jesus Higher Event - A Special Gift from Catholic Parent Involvement Committee (CPIC)	46
12.	Program/Consultation (Committee of the Whole)	
13.	Subcommittee & 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	Update (Verbal) - Ryan Peterson, Director -Designate for Catholic Parent Involvement Committee	
16.	Reports from Trustee or Trustee Alternate	
16.a	Update (Verbal)- Nancy Crawford, Trustee and Frank D'Amico,	

## **Trustee Alternative**

- 17. Parent Member & Community Member Reports**
- 18. Update from the Board on Prior CPIC Resolutions Recommended**
- 19. Pending List**
- 20. Adjournment**

## **Land Acknowledgement**

The land we walk on belongs to the Creator. Earth does not belong to humanity but rather, humanity is part of the Earth. The land was created to be enjoyed by all living beings, a principle reflected in The Dish with One Spoon covenant. Taking only what we need to preserve our earth for future generations, leaving some for others as a sign of our respect and caring, and keeping it clean by revitalizing the land to sustain generations to come.

All Toronto Catholic District School Board properties are situated on the traditional territories of the Anishinabek, the Haudenosaunee Confederacy, and the Wendat peoples. We recognize that the land covered by Treaty 13 is held by the Mississaugas of the Credit First Nation. We also listen to the echoes of their prayers to the Creator, and respect the beauty of Mother Earth while striving to learn and draw wisdom from First Nations, Inuit and Métis traditions.

## **La reconnaissance des territoires**

Les terres sur lesquelles nous marchons appartiennent au Créateur. La Terre n'appartient pas à l'humanité mais c'est plutôt l'humanité qui fait partie de la Terre. Les terres ont été créées pour que chaque être vivant puisse en profiter. Ce principe se reflète dans l'accord du « bol à une seule cuillère » qui vise à prendre seulement ce dont nous avons besoin afin de préserver notre terre pour les générations futures, en laissant suffisamment aux autres en guise de respect et de bienveillance, tout en la maintenant propre par sa revitalisation, en vue des générations à venir.

L'ensemble des propriétés du Toronto Catholic District School Board se situent sur les terres traditionnelles des peuples Anishinabés, de la Confédération de Haudenosaunis, et des peuples Wendats. Nous reconnaissons que le territoire ciblé dans le Traité 13 appartient à la Première Nation des Mississaugas de Credit. Nous écoutons également les échos de leurs prières envers le Créateur et le respect de la beauté de notre Terre nourricière, tout en nous efforçant d'apprendre et de nous référer à la sagesse issue des traditions des Premières Nations, Inuit et Métis.

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

**VIRTUAL MEETING**

**HELD MONDAY FEBRUARY 24, 2025**

**1. Call to Order**

The Chair, Jennifer Di Francesco called the meeting to order at 7:03 pm.

**2. Opening Prayer**

The Opening Prayer was led by Jennifer Di Francesco.

**3. Land Acknowledgement**

The Land Acknowledgement was led by Jacinda Liburd.

**5. Roll Call & Apologies**

**Trustee:** Nancy Crawford (W12)  
Frank D'Amico (W6)

**Elementary  
Parent  
Members:** Jennifer Di Francesco (W1)  
Tony Orangis (W3)  
Andreia Maia (W6)  
Richelle De Belchior (W8/E)  
Jacinda Liburd (W8/W)  
Nora Biagioni da Costa (W10)  
Michael Lamanna (W11/S)  
Karolina Krystyniak (W12)

**Secondary** Gus Gikas (Central)

**Parent Members:** Maureen Colford (East)

**Community Members:** None

**Staff:** Ryan Putnam (Chief Financial Officer and Treasurer)  
Michael Loberto (Superintendent of Planning and Development)  
Ryan Peterson (Director Designate)  
Joe Fiorante (Financial Services)  
Marco Ouji (Communications)

S. Adaikpoh, Acting Recording Secretary

**External Guests:** C. Clarke, Director of Quadrant Advisory Group and  
M. Doan, Director at Blueprint (For Item 7d)

Apologies were extended on behalf of Franco Cozza and Francesca Ancona. Agata Edwards, Madeleine Juanche, Dan Kajioka and Ivonne Marynovych were absent.

#### **4. Approval of the Agenda**

MOVED by Nora Biagioni da Costa, seconded by Gus Gikas, that the Agenda, as amended to include the Addendum, be approved.

By Unanimous consent, the Motion was declared

CARRIED

#### **5. Declarations of Interest**

There were none.



**6. Approval and Signing of the Minutes of the Meeting held January 20, 2025**

MOVED by Gus Gikas, seconded by Andreia Maia, that the Minutes of the Meeting held January 20, 2025 be approved.

By Unanimous consent, the Motion was declared

CARRIED

**7. Presentations and Reports from Committee Officers**

MOVED by Andreia Maia, seconded by Michael Lamanna, that Item 7a) be adopted as follows:

**7a) Chair's Report - February 2025 received**

Trustee D'Amico left the virtual room at 7:18 pm.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Andreia Maia, seconded by Tony Orangis, that Item 7b) be adopted as follows:

**7b) Catholic Parent Involvement Committee Grant and Expenditure Summary as of January 31th, 2025 - Gus Gikas, Treasurer of Catholic Parent Involvement Committee received.**

The balance is \$77,121.93 and PIC and PRO Grant funds are \$1500.00.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Jacinda Liburd, seconded by Nora Biagioni da Costa, that Item 7c) be adopted as follows:

- 7c) Communications Update – Marco Ouji, Communications, Research and Policy at Toronto Catholic District School Board received.**

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Jacinda Liburd, seconded by Andreia Maia, that Item 7d) be adopted as follows:

- 7d) Building Tomorrow, Together: A Vision for Long-Term Student Accommodation and Program Delivery - C. Clarke, Quadrant Advisory Group and M. Dean, Blueprint received.**

Gabriela Berloni joined the virtual room at 7:32 pm.

By Unanimous consent, the Motion was declared

CARRIED

MOVED by Gus Gikas, seconded by Gabriela Berloni, that Item 7e) be adopted as follows:

- 7e) Financial Outlook - Ryan Putnam, Chief Financial Officer and Treasurer received.**

By Unanimous consent, the Motion was declared

CARRIED

**9. Unfinished Business & Matters Rising Out of Minutes**

MOVED by Gabriela Berloni, seconded by Tony Orangis, that Item 9a) be adopted as follows:

- 9a) CPIC Parent Volunteer of the Year Award Introduction and Criteria Letter** received.

By Unanimous consent, the Motion was declared

CARRIED

**10 Notices of Motion**

MOVED by Jennifer Di Francesco, seconded by Jacinda Liburd, that Item 10a) be adopted as follows:

- 10a) From Jennifer Di Francesco, CPIC Chair and representative of Ward 1 regarding Snow Plowing of City Streets and Sidewalks in and Around Schools:**

WHEREAS: The Toronto Catholic District School Board (TCDSB) is dedicated to ensuring the safety and well-being of its students, staff, parents, and community members.

WHEREAS: Snow and ice accumulation on streets and sidewalks around schools can create hazardous conditions that impact students, particularly students with special needs, parents, school buses, and neighbours.

WHEREAS: Delays and unsafe conditions caused by inadequate snow plowing

can lead to disruptions in student attendance, cause difficulties for parents and guardians in safely transporting their children, and create access issues for all students, especially those with mobility challenges.

WHEREAS: The City of Toronto must prioritize snow removal on streets and sidewalks around schools to ensure the safety and accessibility of these areas, especially during winter.

BE IT RESOLVED: That CPIC recommends to the Board of Trustees that they formally request the City of Toronto prioritize snow plowing and ice removal around schools, including the streets and sidewalks leading to school the schools, and entrances, as part of their winter maintenance plan.

BE IT FURTHER RESOLVED: That CPIC recommends to the Board of Trustees send a letter to the City of Toronto to request that snow plowing around schools formally be made a priority to enhance safety for students, parents, staff, school buses, and neighbours, with a specific focus on addressing accessibility for students with special needs.

BE IT FURTHER RESOLVED: That CPIC recommends to the Board of Trustees include in the letter the urgency of this issue and the impact on student access to education, especially during severe weather conditions that affect accessibility and safety for vulnerable students and their families.

BE IT FURTHER RESOLVED: That CPIC recommends to the Board of Trustees request a meeting with the City of Toronto to discuss solutions to how best to improve snow removal protocols around schools, with a focus on ensuring safe and timely access for all students. This meeting should include representatives from all stakeholders, including parents, Trustees, staff, administrators, community members, and most importantly students.

BE IT FURTHER RESOLVED: That CPIC recommends to the Board request a response from the City of Toronto regarding this request no later than April 30th, 2025.

Results of the Vote taken, as follows:

**In Favour**

Di Francesco  
Berloni

**Opposed**

Orangis  
Maia  
De Belchior  
Liburd  
Biagioni da Costa  
Lamanna  
Krystyniak  
Gikas  
Colford

The Motion was declared

CARRIED

**11. Consideration of Motions For Which Previous Notice Has Been Given**

MOVED by Gus Gikas, seconded by Gabriela Berloni, that Item 11a) be adopted as follows:

**11a) From Gus Gikas, Treasurer of Catholic Parent Involvement Committee and representative of Central Wards 5,6,9 and 10, regarding CPIC Member Mileage Expense Reimbursement:**

WHEREAS: The TCDSB aligns with the Canada Revenue Agency (CRA) for the allowable mileage rate, amended from time to time, as required.

WHEREAS: The TCDSB new mileage rate effective January 1st, 2025 is \$0.72c/kms as confirmed by the attached email communication.

WHEREAS: The CRA made the following announcement on December 30th, 2024 for automobile limits and rates for the 2025 calendar year to increase the mileage rate from \$0.70c per kilometer to \$0.72c per kilometer for the first 5000 kilometers driven, and increase the mileage rate from \$0.64c to \$0.66c for each additional kilometer driven.

WHEREAS: CPIC Members are reimbursed kilometrage for committee meetings or when attending Toronto CPIC authorized activities using the

approved CPIC Mileage form.

WHEREAS: Mileage distance is shortest route from Home to location (example CEC) and back using Google Maps.

WHEREAS: Toronto CPIC will not reimburse traffic and parking violations or any other fines.

BE IT RESOLVED THAT: CPIC make the change to the Mileage Rates in Policy No. 1 Appendix A to align with the TCDSB in accordance with the announcement made by the CRA on December 30th, 2024 for the 2025 Calendar Year

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Di Francesco  
Berloni  
Orangis  
Maia  
De Belchior  
Liburd  
Biagioni da Costa  
Lamanna  
Krystyniak  
Gikas  
Colford

The Motion was declared

CARRIED

**14. Subcommittee & Special Committee Reports**

MOVED by Andreia Maia, seconded by Gabriela Berloni, that Item 14) be

adopted as follows:

**14a) Sub-Committees Annual Calendar**

By Unanimous consent, the Motion was declared

CARRIED

**16. Reports from TCDSB Board Officials**

MOVED by Gus Gikas, seconded by Nora Biagioni da Costa, that Item 16a) be adopted as follows:

**16a) Update (Verbal) - Ryan Peterson, Director - Designate for Catholic Parent Involvement Committee received.**

By Unanimous consent, the Motion was declared

CARRIED

**17. Reports from Trustee or Trustee Alternate**

MOVED by Nora Biagioni da Costa, seconded by Michael Lamanna that Item 17a) be adopted as follows:

**17a) Update (Verbal)- Nancy Crawford, Trustee and Frank D'Amico, Trustee Alternative received.**

By Unanimous consent, the Motion was declared

CARRIED

**19. Update from the Board on Prior CPIC Resolutions Recommended**

MOVED by Gus Gikas, seconded by Andreia Maia that Item 19a) be adopted as follows:

**19a) Fundraising in Schools Policy S.M.04 received.**

By Unanimous consent, the Motion was declared

CARRIED

**23. Adjournment**

MOVED by Gus Gikas, seconded by Andreia Maia, that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 9:07 pm.



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CPIC SECRETARY

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CPIC CHAIR

DATE: April 7<sup>th</sup>, 2025

### Chairs Report:

- The March Subcommittee meeting was postponed. We will have a brief subcommittee meeting tonight after the regular CPIC meeting.
- All 25 Lift Jesus Higher Rally tickets were distributed to parents across the Board. We had 25 responses in total.
- The CPIC Volunteer of the Year (VOTY) Award has been emailed to all CPSCs and Principals. Currently, we only have 25 responses, so we need to keep sending out reminders. I would ask all the CPIC Reps to please reach out to your schools and speak with the principal and the CSPC chairs. Let's do our best to encourage them to nominate and pick a worthy volunteer. Let's make our inaugural VOTYs successful.
  
- **National Volunteer Month and Week 2025 (April 27 to May 3):** Volunteers Make Waves. Together, we create ripples of change. #VolunteersMakeWaves #NVW2025. <https://volunteer.ca>
  - The theme for National Volunteer Week 2025 is Volunteers Make Waves. It highlights the power, impact, and importance of individual and collective volunteer efforts across Canada. Like a wave, volunteering is movement building.
  - Water is in constant motion, always flowing, shifting, and transforming with every powerful wave or quiet ripple. And so is each volunteer's contribution toward creating impact in our communities.
  - Each individual volunteer contribution, big or small, creates momentum and has the power to influence and inspire, joining a wave of positive change.
  - Building on the tides sent out before us, waves swell with each generation of volunteers. Our actions ripple out to broader community benefits, like improved well-being, increased social cohesion, and enhanced resilience in the face of change and uncertainty.
  - Each wave is unique and brings something vibrant and new to the ecosystem.

- During National Volunteer Week 2025, we come together to recognize and celebrate all the ways volunteers make waves from coast to coast to coast. Together, we create ripples of change. And through the power of our amplified impact, Volunteers Make Waves.
  - The sharing of time, skills, empathy, and creativity is vital to the inclusivity, strength, and well-being of our communities. By coming together, committing support, and increasing our collective efforts and impact, volunteers contribute exponentially to the quality of life we all strive for.
  - National Volunteer Week is a chance to highlight the value of volunteers and their positive impact on society.
- On behalf of CPIC, I'd like to thank every volunteer in the TCDSB for their continued efforts to make our School Board a better place for every child. Your work does not go unnoticed.



# **NATIONAL VOLUNTEER WEEK 2025**

**VOLUNTEERS MAKE WAVES**

**APRIL 27 - MAY 3**

# CPIC Grant & Expenditure Summary

As of March 31st, 2025

	CPIC 2024-25	PRO GRANT 2024-25
	FR 1986	FR 1986
<b>APPROVED FUNDING</b>	19,480.00	1,500.00
<b>CARRYOVER FROM PREVIOUS YEAR</b>	73,512.43	
<b>TOTAL FUNDING</b>	92,992.43	
<b>EXPENSES:</b>		
Childcare & Supplies		
Election-Parent Recruitment Expenses	-	
Media Advertising	-	
Transcriptions	-	
Mileage	583.84	
Parent Resources	2,038.60	
Printing & Supplies	420.00	
Promotional Materials		
Hospitality	-	
Refreshments - Meeting	612.06	
Refreshment - Events		
Speaker & Recognition Expenses	10,216.00	
Telecommunication		
Translation Services	-	
TTC Tokens - Buses	-	
Sponsorship	2,975.00	
<b>TOTAL EXPENDITURES</b>	<b>16,845.50</b>	
<b>CARRYOVER TO NEW YEAR</b>	<b>76,146.93</b>	

# 2025-2026 Budget Framework

**Presented to: Catholic Parent Involvement Committee**

**Date: April 7, 2025**

# DISCUSSION ITEMS

- 2025-2026 Forecast
- Proposed Budget Plan
- Projected Financial Position
- Multi-Year Recovery Plan
- Future Considerations
- Looking Ahead: Next Steps
- Stakeholder Engagement

# 2025-2026 FORECAST

- 24-25 In-Year Deficit of \$65.9M
  - Structural deficit factors (Four S's) of \$82.0M
  - Local priorities and commitments of \$52.8M
- New pressure of \$11.8M from 24-25 to 25-26
  - Revenue decrease of \$1.5M
  - Expenditure increase of \$10.3M
- Proposed expenditure reductions of \$10.0M
  - Look at all possible options/opportunities
  - Assess restrictions, impact, timing

# 2025-2026 FORECAST

- Revenue decrease of \$1.5M (net)
  - Projected enrolment increase 900 ADE - \$1.8M
    - Net margin after variable costs
  - Reduced interest income - (\$1.0M)
    - Due to reserve depletion
  - Census funding reduction - (\$2.3M)
    - Phased in over five years (year two)



# 2025-2026 FORECAST

- Ministry funding assumptions:
  - Neutral Core Education Funding (formerly GSN)
  - Inflationary offsets – Transportation, Facilities
  - Provincial priorities – dedicated funding
    - Reading - central commitment
      - Prescribed FTE for 25-26
    - Math - no central commitment
      - System priority re: Math Action Plan
      - Identify alternative funding source

# 2025-2026 FORECAST

- Expenditure increase of \$10.3M
  - Regular adjustments:
    - Increase in statutory benefits - \$3.8M
    - WSIB, OMERS, LTD, OT Benefits - \$2.8M
    - Non-teaching salary increments - \$1.7M
  - Other adjustments:
    - Staffing - \$2.0M to meet Msr Fraser instructional day requirements
    - Tariffs and Foreign Exchange - monitoring impact on IT, Facilities

# PROPOSED BUDGET PLAN

- Expenditure reductions of \$10.0M
  - Board Administration (vacancies, attrition) - \$1.3M
  - Facilities Services (savings, vacancies, attrition) - \$0.8M
  - Departmental budgets (synergy, average spend) - \$0.7M
  - Supply budget (based on current trending, fill rates) - \$2.0M
  - School Administration (small schools, thresholds, allocation) - \$1.4M
  - Destreaming teachers (funding discontinued in 24-25) - \$3.5M
  - Student Success teachers (reduce to funded levels) - \$0.3M

# PROJECTED FINANCIAL POSITION

- \$67.7M projected in-year annual operating deficit for 25-26
  - Prior year deficit with further pressure from structural deficit factors
  - Local pressures offset by proposed expenditure reductions
- \$142.9M projected accumulated deficit (debt) end of 25-26
  - Cash flow implications and borrowing costs

# MULTI-YEAR RECOVERY PLAN

- Informed by Ministry Special Assistance Team report
- No easy options/solution, local commitments/restrictions
- Anticipate aggressive reduction target for 26-27
- Likely expectation/requirement to use POD to manage debt

# FUTURE CONSIDERATIONS

- Staffing – identify opportunities, assess restrictions, modernize/repurpose/adjust
- Transportation – bell time optimization, program placement, eligibility review
- Technology – cybersecurity, infrastructure, systems software, equipment refresh
- Utilization – Long Term Accommodation and Program Plan, closure moratorium
- Special Education – review service levels, benchmarking, legislative requirements
- Board Policies – transportation parameters/eligibility, admission considerations
- System Programs – unfunded initiatives, over/under subscribed, assessment data

# LOOKING AHEAD: NEXT STEPS

- Enrolment and Staffing Projections (April)
- Mid-Year Budget Status Report (April)
- Ministry Funding Overview (TBD)
- Local Collective Bargaining (ongoing)
- Stakeholder Engagement (next slide)
- Preliminary Budget (May), Final Budget (June)
- Multi-Year Recovery Plan (Spring/Fall 2025)

# STAKEHOLDER ENGAGEMENT

- Focus Groups (March, April)
  - Attended/attending regular meetings of SEAC, CPIC, CSLIT
  - Sessions with labour partners (review framework, priorities, context, input)
- System Survey (April 4-25)
  - Gather input from community members on strategic priorities
- Virtual Town Hall (April 3)
  - Panel to review framework and invite questions/comments/input
  - Facilitated Q&A session with TCDSB community members
  - Participants will be prompted to complete the survey



# School Finance Support Team

## *Updates*

**Presented to: CPIC**

**Date: April 7, 2025**

# School Finance Support Team- Who Are We?

**Joe**  
Supervisor, CSPC  
Reporting

**Sonia**  
Area 4 & 7

**Antonella**  
Area 1 & 2

**Nancy**  
Area 6 & 8

**Pat**  
Area 3 & 5

**Weronika**  
Sr. Manager, School  
Finance Support  
Team



# Year At A Glance



School Finance Support Team support ratio of 1:50



Introduction of the KEV PoS Device



Presentation of 3 O's report with 4 recommendations



\$70K in HST recovered during HST reviews



Monthly School Finance Newsletters



91% Board-wide adoption rate; 2/3<sup>rd</sup>s of all school generated funds are collected online



Creation of new training sessions, videos, manuals, & other resources



None of the 447 bank accounts were overdrawn over the summer or Christmas closure



Creation of a centralized email account:  
SchoolFinance@tcdsb.org



All year-end tasks completed by the first week of October

# CSPC- Year At A Glance



CSPC Training sessions – evenings and lunches



Videos, manuals, & other resources added to SharePoint & public facing Board CSPC website



Monthly CSPC Newsletters



96% Annual Activity Report submission rate



Consolidated 14 CSPC bank accounts.  
60% of CSPCs are consolidated



\$243K of HST submitted in Aug 2024 for remittance



Improved tracking of PIC & PRO Grant carryover balances/expenditures



CPIC full roster with one vacancy

# 30's Report Progress

Recommendation	Update
<p>1. Require Secretaries complete the day-to-day banking/accounting duties with Principals in the role of overseer/authorizer to ensure proper segregation of duties and mitigate Principal workload.</p>	<ul style="list-style-type: none"> <li>• Several communications have been sent to schools outlining the expectation.</li> <li>• As a result, there has been an uptick in the number of Secretaries that have signed up for training sessions.</li> </ul>
<p>2. Require all schools and recommend all CSPC's bank with CIBC to improve visibility/controls and enable enhanced support. Additional benefits include no account fees, Board interest rates, remote changing of signing officers.</p>	<ul style="list-style-type: none"> <li>• Since June, 146 new CIBC accounts have been opened. 11 non-CIBC SGF and SNP accounts remain to be moved.</li> <li>• Schools banking with CIBC all have tokens, which grants them online access to viewing their bank accounts, E-statements, placing stop payments on cheques.</li> </ul>

# 30's Report Progress

Recommendation	Update
<p>3. Utilize retired Secretaries to assist with the training and onboarding of new and occasional Secretaries and/or to provide paid release days for Secretaries to receive dedicated one on one training in Business Services.</p>	<ul style="list-style-type: none"> <li>• Paid release day provided to Secretaries who do not have a clerk typist to receive new user training.</li> </ul>
<p>4. Consider consolidation of CSPCs with school accounts to improve reporting compliance and/or require the use of a consistent accounting application whether access to KEV or an alternative standardized software.</p>	<ul style="list-style-type: none"> <li>• 14 CSPCs have elected to consolidate in 2024.</li> <li>• The 2023-24 school year had the highest ever CSPC Annual Activity Report submission rate of 96%.</li> <li>• With the new training sessions, CSPC meeting visits, videos, manuals, newsletters, we hope to continue improving reporting compliance.</li> </ul>

## What's In the Works?



1. School Finance Survey sent out and are awaiting results



2. Monthly Principal Checklist to help better track school budget, revenues, and expenses



3. Enhanced financial dashboard shared with schools monthly



4. Email addresses for CSPC treasurers



5. Working with schools to bring awareness to their “pots” of money

## Update on CSPC Financial Software – April 7, 2025

### Overview

To provide an update on the following item from the CPIC Pending List:

That CPIC in conjunction with TCDSB ICT Services investigate a group buy or central licensing model with Intuit for available use of QuickBooks for Catholic School Parent Councils (CSPCs) across the TCDSB.

### Observations

1. Through school financial reviews, CSPC school visits and discussions with CSPCs, an understanding of the financial practices was gained. It was found that:
  - Treasurers used Excel to manage line-by-line activity from separate accounts.
    - For consolidated accounts this was automated through KEV.
  - Tracking income and expenses, including reconciliation, using Board Excel templates (or similar templates) were noted.
    - For consolidated accounts some of this reporting was automated through KEV.
2. Recognized not all CSPCs utilize current tools and platforms available to them, which include: CSPC email, School Cash Express, SharePoint, CSPC web page, OneDrive and Microsoft Office suite.
3. Manual HST Rebate forms completed satisfactorily using Excel spreadsheet.
  - For consolidated accounts this reporting was automated through KEV.
4. Identified 2 CSPCs that use QuickBooks software, and cost was incorporated into their operating budget.
5. The current consolidated versus separate CSPC accounts ratio is 60:40.

### Considerations with QuickBooks

1. Cost: 78 accounts would be \$50,544 - \$648 annually (license grants access to 3 users) x 78 separate CSPC accounts.
2. Training: There will be a learning process annually and as the software is updated, recognizing CSPC also has turnover in members.
3. Support: Day-to-day and technical questions on two systems versus one.
4. Management of access: Maintaining proper user access, recognizing CSPC also has turnover.

### Recommendation

Given the financial complexity of CSPC reporting is low, it is not recommended to purchase financial software as it is not cost-effective and will not increase efficiency or ease the role of the Treasurer.

For the 40% of CSPCs that do not have consolidated accounts, financial tasks could be simplified by consolidating as this would provide access to KEV reports, which would automate several required reports and ease the role of the Treasurer.



**To:** Catholic Parent Involvement Committee

**From:** Gus Gikas

**Subject:** CPIC Volunteer of the Year Award Plaques & Nameplates

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**MOVED BY:** Gus Gikas

**WHEREAS:** The CPIC Volunteer of the Year Award requires the purchase of initial plaques and nameplates for every school in the TCDSB to recognize the volunteers chosen by each school.

**WHEREAS:** There is a cost associated with the purchase of the plaques and nameplates, which requires a vote by the committee.

**WHEREAS:** There will also be a yearly cost associated with buying the nameplates for the schools that choose a volunteer for the year.

**WHEREAS:** National Volunteer Month is in April. It is a time to celebrate and recognize the contributions of volunteers. It is an opportunity to join the impact of volunteerism and encourage more people to get involved in their communities. This is a great month to reaffirm our commitment to giving back.

**WHEREAS:** CPIC is fulfilling its mandate of encouraging parent engagement by creating interest among CSPCs and parents in the schools with the Volunteer of the Year Awards.

**BE IT RESOLVED THAT:** CPIC purchases the initial plaques and nameplates for all the schools in the TCDSB.

**BE IT RESOLVED THAT:** CPIC purchases the nameplates every year for those schools that participate.

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**Gus Gikas**  
**CPIC Treasurer**

## **Financial Cost Review:**

Plaque #1:

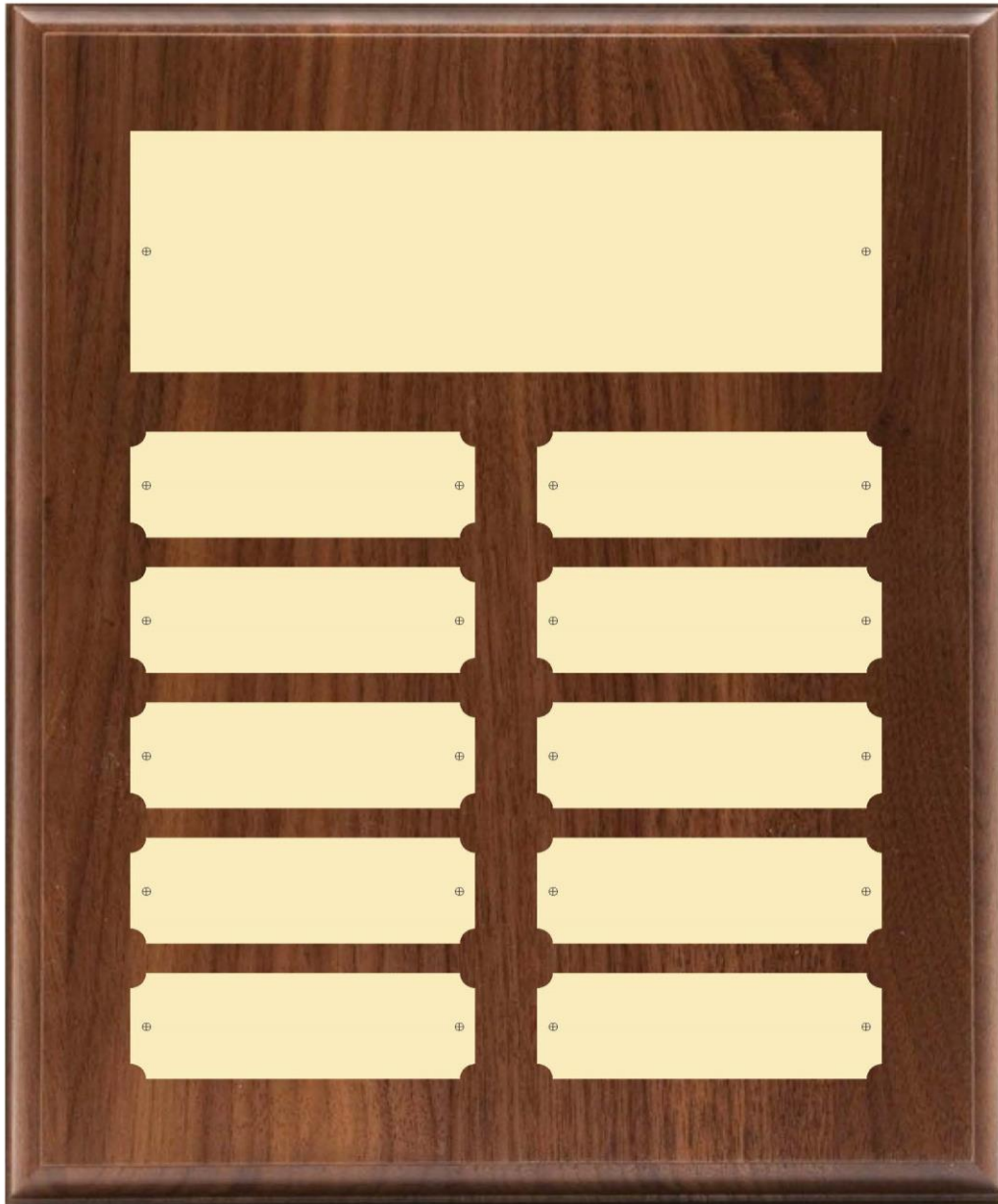
- Trophy Craft Limited
- 9 x12
- Plaque, 9" x 12" Cherrywood Finish with Gold Alum Main Plate Sublimated in Black and with (12) Gold Alum Annual Plate - 1st Annual Plate Sublimate in Black
- \$31.95 plus tax and shipping



Plaque #2:

- Trophy Craft Limited
- 8 x 10
- Plaque, 8" x 10" Cherrywood Finish with Gold Alum Main Plate Sublimated in Black and with (10) Gold Alum Annual Plate - 1st Annual Plate Sublimate in Black
- \$27.95 plus tax and shipping

8" x 10" Plaque  
6" x 2" Brush gold main plate  
2.75" x 0.875" Brush gold annual plates



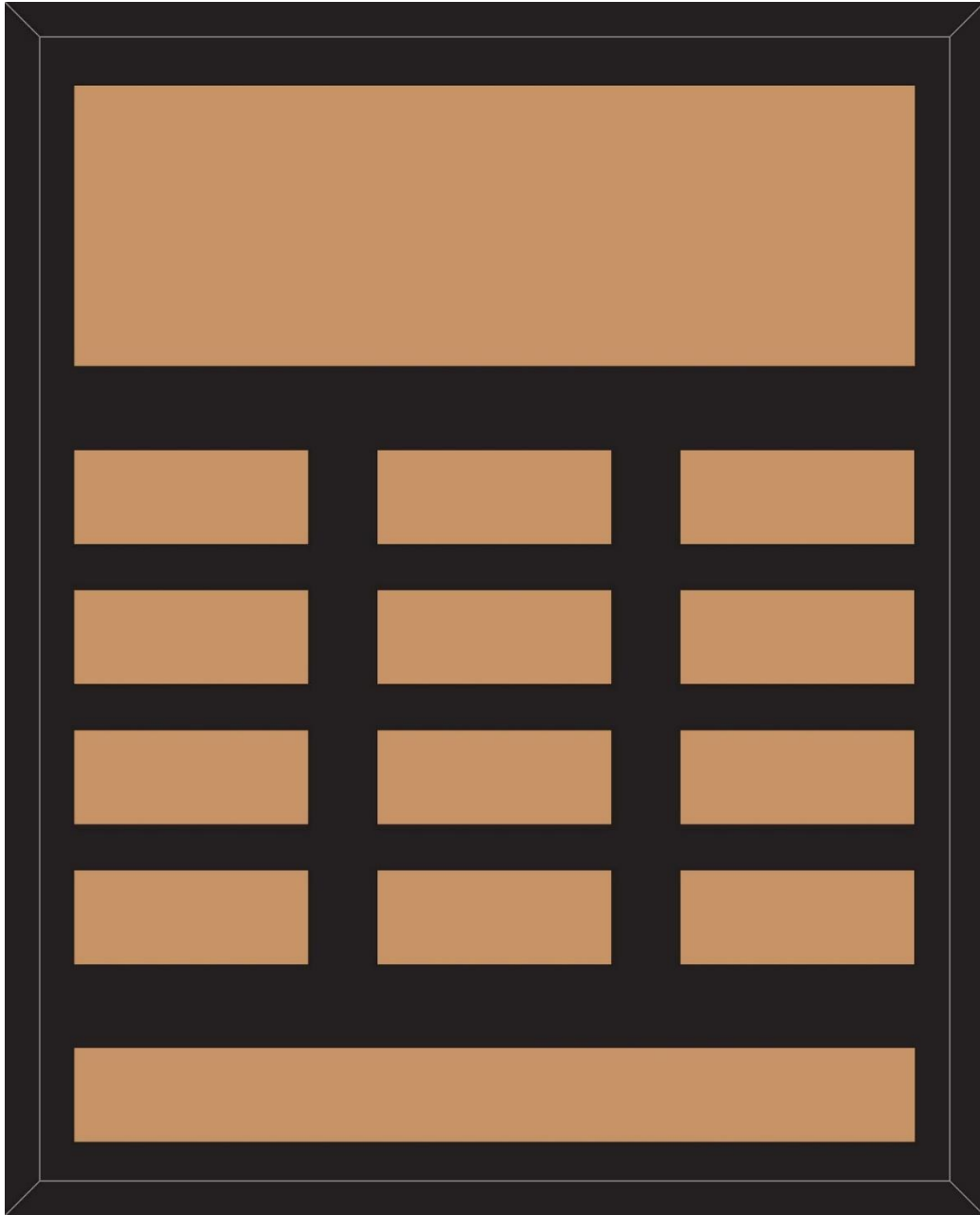
Plaque #3:

- Olympic Trophies
- 9 x 12
- Modern plaque in black
- Original cost \$85, bulk purchase price \$52.50 plus tax and shipping



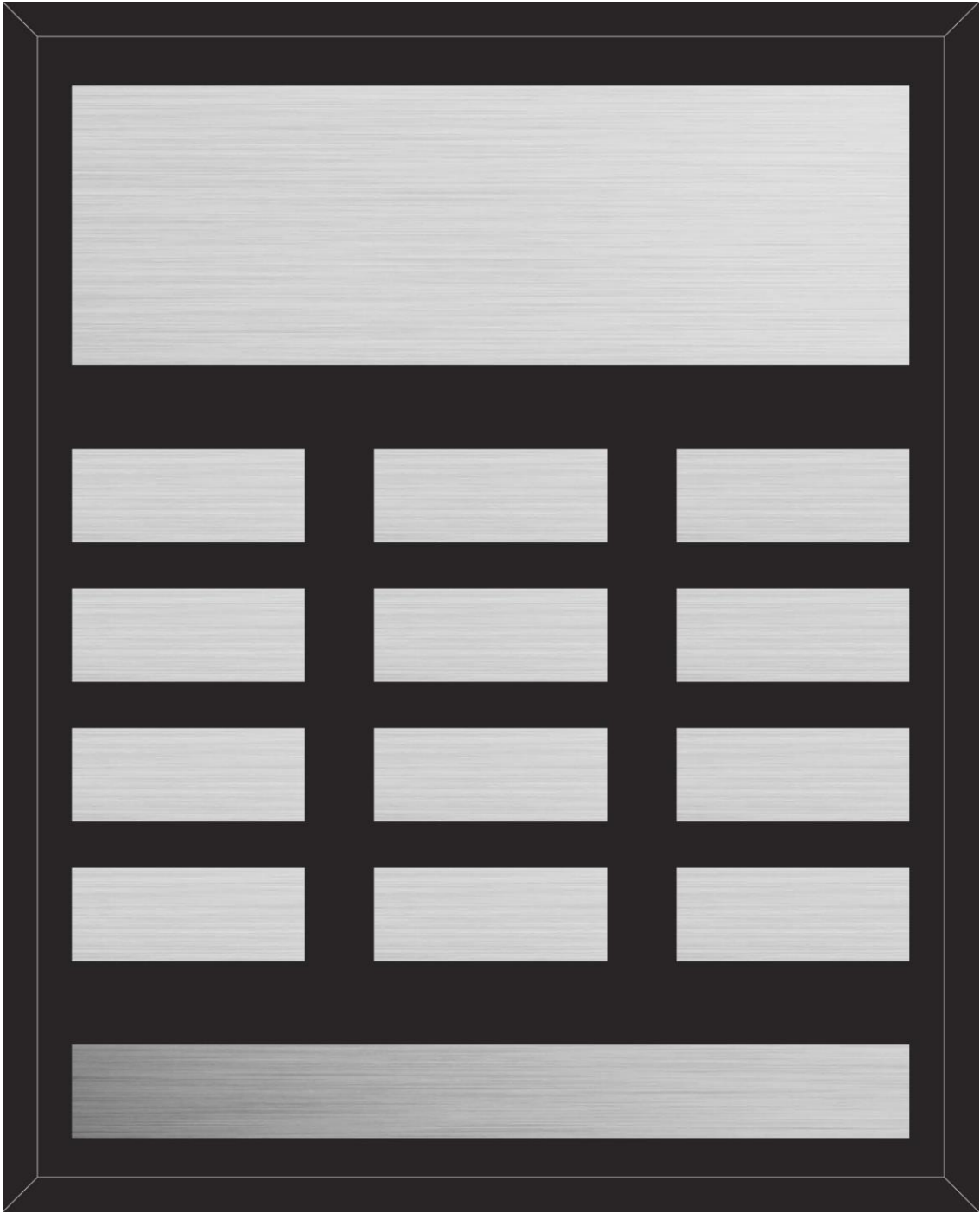
Plaque #4:

- Trophy Craft Limited
- 10 1/2 x 13
- Modern plaque in black with copper plates
- Main plate and top left individual plate to be sublimated in Black.
- Bulk purchase price \$36.50 plus tax and shipping



Plaque #5:

- Trophy Craft Limited
- 10 1/2 x 13
- Modern plaque in black with silver plates
- Main plate and top left individual plate to be sublimated in Black.
- Bulk purchase price \$36.50 plus tax and shipping





## **OAPCE Report and Letter to CPIC February 20, 2025**

### **About the Ontario Association of Parents in Catholic Education:**

Since 1939, the Ontario Association of Parents in Catholic Education (OAPCE) is a provincial not-for-profit organization working with a network of education partners and volunteer parent leaders to promote and protect Catholic Education, as well as actively support parent involvement at all levels. It is the longest standing parent organization in Catholic Education, the only one recognized by the Ministry of Education in Ontario, and in 2024 we celebrated our 85th anniversary.

### **Our Vision:**

OAPCE is the voice of parents that advocates for, promotes and protects publicly funded Catholic Education in Ontario.

### **Our Mission:**

Our mission is to “Engage, Advocate, and Enhance” Catholic education at the provincial and regional level through the strength of our collective voice. By connecting to home, school, and church, OAPCE collaborates with local and provincial education partners to ensure the voice of parents is represented. We have strong relationships and the support of many Catholic partners. We support one another in promoting and protecting the gift of publicly funded Catholic education for generations to come. Our partners assist in promoting all our initiatives, meetings and events, including the OAPCE Conference.

### **What makes OAPCE unique?**

We are like no other, and there is no other. OAPCE is the only Catholic parent association recognized by the Ministry of Education and is mandated through the Education Act in Regulation 612 School Councils. OAPCE provides a voice for parents who share a common goal in advocating for the continuation and preservation of publicly funded Catholic education in the province.

Our central mandate is to share information with parents to better inform them of local school boards and Ministry of Education policies. As advocates for Catholic Education, by providing proper information and resources for parents, we support them to help their children succeed in



school. If all our children succeed, then Catholic education succeeds. Ensuring that our faith is paramount in schools integral to all that we do. We offer faith formation opportunities for parents and provide resources, guidance, and support in all aspects that impact them, both locally and provincially.

### **How does OAPCE represent the voice of parents?**

OAPCE Liaison Representatives:

As per Section 612 of the Education Act, when a school board pays membership, and since the TCDSB is a member, every CSPC is required to have an OAPCE liaison representative. This position is an additional voting parent member position to the usual school council membership and their purpose is to provide contact between the school council, our regional committee OAPCE Toronto, and the provincial Association. These OAPCE liaison representatives will sit as part of a Regional Committee and become the conduit to share parents' views and concerns with OAPCE.

OAPCE is committed to supporting parents and educators in their mission. It elevates the public education profile by providing parents with information and resources. It provides a platform for advocacy and engagement for parents to create an educational environment that nurtures the hearts and minds of children, enabling them to become informed, compassionate, and faithful Catholics who will positively contribute to our society.

### **Some great initiatives we would like to highlight with you:**

1. We recently held a Virtual meeting with all our Representatives with a special presentation *Pilgrims of Hope* by **Dr. Josephine Lombardi** who led an insightful session on the *Jubilee Year of Hope* and its significance in the Catholic faith, covering its origins, meaning, and how to participate in its graces.
2. **January Parents4Parents Press:** Check out the [January Parents4Parents Press](#) newsletter. It is full of updates on OAPCE's work, important news items within our parent communities, wonderful resources, uplifting faith messages, and interesting Catholic trivia. Our newsletters are always engaging and full of resources!
3. **OAPCE Parent Survey:** OAPCE is surveying parents across the province to help advocate for parents in Catholic education and provide feedback to the Ministry of Education. Please encourage all parents in your school communities to participate and complete [the survey form](#).
4. **Save the Date:** Saturday, May 24, 2025—OAPCE Conference in Niagara Falls at St. Michael's High School—Check the OAPCE website for updates and registration information.
5. **OAPCE New Social Media Campaign:** Follow OAPCE on Instagram, Facebook, and X.

### **OAPCE Conference:**

At this recent meeting many of the OAPCE Toronto Representatives and other parents expressed an interest in attending this year's conference which will take place in Niagara Falls, Ontario. While OAPCE will sponsor the conference fees for OAPCE Liaison representatives, they will not be able to cover mileage or accommodation expenses for all Representatives across the province. Additionally, non-OAPCE representatives will require funding to attend the

conference. We believe that with CPIC's assistance, we can offer more parents the opportunity to engage with other parents from the region as well as from across the province, enriching their

experience and fostering a stronger school and neighbourhood community. Our Conference is the only Conference for parents in Catholic Education that come together to engage with one another, gain valuable resources and share in the connection of their children in our system.

We respectfully ask that in the interests of parents of the TCDSB , and on behalf them to request the support of the Toronto Catholic District School Board's Catholic Parent Involvement Committee (CPIC) in providing funding for parents to attend the Ontario Association of Parents in Catholic Education (OAPCE) 86th Conference. This would include the \$25 Conference fee for non-OAPCE representatives, mileage and accommodation if requested.

Your support in this matter would be greatly appreciated and would make a significant difference in enabling more parents to participate in this valuable event.

Thank you for considering our request. We look forward to your positive response.

Yours in partnership,

Lucy Goncalves and Joel Tecson

OAPCE Toronto Directors

**Re: Your Ticket for the Lift Jesus Higher Event – A Special Gift from CPIC**

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**From** TCDSB Parent

**Date** Tue 4/1/2025

**To** CPIC - Treasurer <cpic.treasurer@tcdsb.org>

**Cc** CPIC Chair <cpic.chair@tcdsb.org>;

Hello,

I wanted to extend my heartfelt thanks after attending the event. I was able to connect with various vendors, fellow parishioners from a few parishes, some speakers and Trustee Tanuan.

Thank you for the complimentary ticket and the opportunity to celebrate the Adoration, the Mass and the most holy Eucharist.

Kind regards,

TCDSB Parent