



**ADDENDUM**  
**REGULAR MEETING OF THE MEETING OF THE**  
**TORONTO CATHOLIC DISTRICT SCHOOL BOARD**  
**PUBLIC SESSION**

**Barbara Poplawski, Chair**

**Maria Rizzo, Vice-Chair**

Thursday, February 22, 2018

7:00 P.M.

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Pages

**10. Presentations**

**10.c *Monthly Report from the Student Trustee(s) - Transition Plan - Refer Item 10c - (To Be Distributed)***

**14. *Matters recommended by Statutory Committees of the Board***

**14.a *Approved Minutes of the Special Education Advisory Committee Meeting held on January 10, 2018***

1 - 9

***SEAC's Recommendations to the Board:***

***1. That a Student Trustee be appointed to be included in SEAC membership;***

***2. That the Toronto District School Board Mental Health Advisory Committee be expanded to include representation from the Religious Education Department; and***

***3. That faith-based potential partners be considered for inclusion in the partnership lists in Appendices A and B on pages 95 and 96 of the SEAC January 10, 2018 Agenda (Refer Attachment)***

**14.b *Approved Minutes of the Toronto Catholic Parent Involvement***

10 - 31

*Committee held on November 20, 2017 and December 11, 2017*

*Toronto Catholic PIC Recommendations to the Board of Trustees and Staff:*

- 1. That parent engagement strategies and best practices be a standing item at every superintendent/principal meeting (s);*
- 2. That Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.*
- 3. That Staff remind principals that the Safe School Committee at the school level should include the mandated parent representative(s).*
- 4. That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,*
- 5. Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.*
- 6. That A new process &IT protocol be developed to achieve the following:*
  - a. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff THAT every new school year, the School Board send out via the school principal a personalized letter that informs &instructs the newly elected or returning CSPC chair about the existence, benefits and login information to the CSPC email account*
  - b. In recognizing that CSPC chairs are not school board employees, they should not be subject to BYOD policies, the school board needs*

*to provide straightforward instructions on the various means to access their CSPC email account and how to set it up as an additional mailbox on the parent's existing email accounts (examples by way of Active Sync, etc.), web service, and mobile connect methods and/or on how to forward or proxy, to their personal email.*

*c. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al.*

**MINUTES OF THE REGULAR MEETING  
OF THE  
SPECIAL EDUCATION ADVISORY COMMITTEE**

**HELD WEDNESDAY, JANUARY 10, 2018**

**PUBLIC SESSION**

**PRESENT:**

**External** Marilyn Taylor – Chair

**Members:** Ashleigh Molloy – Vice-Chair

Rosanna Del Grosso – by teleconference

Sandra Mastronardi – by teleconference

Tyler Munro

Laurie Ricciuto

Glenn Webster

**Trustees:** A. Andrachuk

A. Kennedy

G. Tanuan

**Staff:** D. Koenig

C. Fernandes

A. Coke

M. Kokai

D. Reid

P. Stachiw

J. Wilhelm

R. Macchia

S. Harris, Recording Secretary

**1. Roll Call and Apologies**

Apologies were tendered on behalf of Dario Imbrogno, John MacKenzie, Gizelle Paine, Mary Pugh, Diane Montreuil, Giselle Romanino and Raul Vomisescu.

## **2. Approval of the Agenda**

MOVED by Trustee Andrachuk, seconded by Ashleigh Molloy, that the Agenda be approved to include the Addendum and an Inquiry from Trustee Andrachuk.

The Motion was declared

CARRIED

## **4. Approval and Signing of the Minutes**

MOVED by Ashleigh Molloy, seconded by Trustee Andrachuk, that the Minutes of the Regular Meeting held on December 6, 2017 be approved.

The Motion was declared

CARRIED

## **9. Communications**

MOVED by Trustee Andrachuk, seconded by Tyler Munro, that Item 9a) be adopted as follows:

### **9a) SEAC Monthly Calendar Review received.**

The Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Trustee Tanuan, that Item 9b) be adopted as follows:

- 9b) Special Services Superintendent Update – January 2018** received.

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Ashleigh Molloy, that Item 9c) be adopted as follows:

- 9c) Annual Accessibility Status Report 2017** received.

The Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Trustee Andrachuk, that Item 9d) be adopted as follows:

- 9d) Auditor Report – Chapter 3, Section 3.08 Ministry Funding and Oversight of School Boards** that this report along with the relevant Addendum be deferred until the February 7, 2018 Special Education Advisory Committee (SEAC) meeting.

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Tanuan, that Item 9e) be adopted as follows:

- 9e) Special Education Plan – Special Services Staffing 2017** received.

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Tyler Munro, that Item 9f) be adopted as follows:

- 9f) Student Trustee Membership Verbal Update** received.

MOVED in AMENDMENT by Sandra Mastronardi, seconded by Tyler Munro, that SEAC recommend to the Board of Trustees that a Student Trustee be appointed to be included in SEAC membership.

The Amendment was declared

CARRIED

The Motion, as amended, was declared

CARRIED

**10. Matters Referred/Deferred to the Committee by the Board and Other Committees**

MOVED by Trustee Andrachuk, seconded by Ashleigh Molloy, that Item 10a) be adopted as follows:

**10a) Verbal Update from Glenn Webster regarding Mental Health Committee received.**

The Motion was declared

CARRIED

**10b) Verbal Update from Tyler Munro regarding Safe Schools Committee**

There was no update.

**12. Reports of Officials for Information**

MOVED by Trustee Andrachuk, seconded by Trustee Tanuan, that Item 12a) be adopted as follows:

**12a) Mental Health and Wellbeing Annual Report 2016-17 received.**



MOVED in AMENDMENT by Trustee Kennedy, seconded by Tyler Munro, that SEAC recommend to the Board of Trustees:

1. That the Toronto Catholic District School Board Mental Health Advisory Committee be expanded to include representation from the Religious Education Department; and
2. That faith-based potential partners be considered for inclusion in the partnership lists in Appendices A and B on pages 95 and 96 of the SEAC January agenda.

The Amendment was declared

CARRIED

The Motion, as amended, was declared

CARRIED

### **13. Inquiries and Miscellaneous**

- 13a) From Trustee Andrachuk regarding SEAC 2018 Scheduled Meeting Dates** noted.

### **16. Pending List**

MOVED by Ashleigh Molloy, seconded by Trustee Tanuan, that Item 16 be received.

The Motion was declared

CARRIED

**17. Adjournment**

MOVED by Trustee Tanuan, seconded by Tyler Munro, that the meeting adjourn.

The Motion was declared

CARRIED

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SECRETARY

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CHAIR

## **APPENDIX A**

### Mental Health and Well Being Report 2016-17

#### MCYS Priority Access Counseling Program: Participating Agencies

##### East :

- Aisling Discoveries Child and Family Centre
- East Metro Youth Services

##### North:

- The Hinks Dellcrest Centre
- Griffin Centre

##### South :

- The Hinks Dellcrest Centre
- Central Toronto Youth Services

##### West :

- Etobicoke Children's Centre
- The George Hull Centre for Children and Families.

##### Specific Populations:

- BOOST ( relationship violence)
- Breakaway Addiction Services
- Centre Francophone
- Native Child and Family Services Toronto
- Rosalie Hall ( Section 23)
- Toronto Council Fire Native Cultural Centre

## **APPENDIX B**

### **Mental Health and Well Being Report 2016-17 TCDSB Mental Health Partnership Agreements**

1. Aisling Discoveries Child and Family Centre:  
(Partners for Success, and Peacekeepers and Finding The Leader & Power in You Programs)
2. Boost Child Abuse Prevention and Intervention  
(I'm a Great Kid, and I'm a great Little Kid Programs).
3. Breakaway Addiction Services
4. Child Development Institute  
(SNAP, and Act and Adapt Programs).
5. Central Toronto Youth Services (CTYS)  
(Peaceful Alternatives to Tough Situations: PATTS) NEW Partner for 2016-17
6. Dr. Elyse Dubo  
(Sunnybrook Adolescent Psychiatry "Lost and Found")
7. The Etobicoke Children's Centre  
(Fun FRIENDS and Friends for Life Programs)
8. The George Hull Centre  
(Fun Friends)
9. Native Child and Family Services of Toronto
10. Toronto – Central Community Care Access Centre (TC-CCAC)  
(Mental Health and Addictions Nurses Program).
11. prevNET (Promoting Relationships and Eliminating Violence)  
Safe Schools Ambassadors Program
12. Toronto Public Health  
One on One Youth Mentoring Program
13. Youth Link  
FAST ( Finding Assertive Solutions Together)

**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**  
**Minutes of a Meeting of the Toronto CPIC**

**Monday November 20, 2017**

~ Catholic Education Centre ~

**7:00 P.M.**

Meeting Time & Location:	7:00 PM to 10:00 PM	CEC – Catholic Teachers Centre
Chair:	Geoffrey Feldman	
Secretary (note-taker):	NTC Reporting & Transcription Inc.	

<b>Parent &amp; Community Members Present (voting Members):</b>	W1 – Alison Canning W2 – Geoffrey Feldman – Chair W3 – OPEN W4 – W5 – Nilo Ang W6 – Paul Matos (Acting) W7 – Rosanna Del Grosso (Acting) W8 – Ruth Oliveros 📞 W9 – Brooke Hunter W10 – Kana Muthiah W11 – W12 – Paulina Corpuz 📞 <hr/> PMAL 1 – Karla Coto PMAL 3 – <hr/> Com Rep 1 – Natalia Marriott Com Rep 3 – Dennis Hastings	W1 – Mark de Domenico W2 – Sandra Mastronardi W3 – OPEN W4 – Joe Fiorante – Treasurer W5 – W6 – Gus Gikas (Acting) W7 – Joyel Joseph (Acting) W8 – W9 – OPEN W10 – OPEN W11 – Desmond Alvares - Communications W12 – John Del Grande – Vice Chair <hr/> PMAL 2 – PMAL 4 – <hr/> Com Rep 2 – 📞 Telephone Symbol
<b>Other Members In Attendance (<i>ex officio</i> and non-voting):</b>	TCDSB Director of Education or Designate – John Wujek TCDSB Trustee Representative or Designate – Garry Tanuan TCDSB Parent Engagement & Toronto CPIC Liaison – Manuela Sequeira TCDSB Communications – Emmy Szekeres-Milne TCDSB Staff Support: Pat Perry	
<b>Apologies for Absence:</b>	Ben Xavier, David Rodriguez	
<b>Absent:</b>	Annalisa Crudo-Perri, Yvonne Yeung	

<b>Guests and Public in Attendance:</b>	Board Parliamentarian: Alasdair Robertson <i>No other guests present</i>
<b>Next Meeting:</b>	<b>Monday Dec 11, 2017      Location: CEC @ 7:00 PM</b>

AGENDA ITEMS	DISCUSSION & DECISIONS
<b>1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer</b>	<p>The Chair welcomed everyone, called the meeting to order and led the roll call at <b>07:17 PM.</b></p> <p>After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted.</p> <p><b>Trustee Tanuan</b> led the opening prayer. Tribute by Chair &amp; Trustee Tanuan for Senator Tobias C. Enverga Jr. (1955-2017) – TCDSB Parent, CPIC Member, Trustee and Senator.</p>
<b>2 Adoption of Proposed Agenda</b>	<p>After those present had an opportunity to read and review the proposed Agenda, and a call for additions and changes was made, the following motion was proposed:</p> <p><b>Motion 17/11-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda.</b></p> <div style="display: flex; justify-content: space-between;"> <span>Mover: J. Del Grande W12</span> <span>Seconded: D. Alvares W11</span> </div> <p><b>Carried by Consent</b></p>
<b>3 Review, Approval &amp; Confirmation of</b>	<p>The Minutes of the Inaugural Meeting of Monday, October 16, 2017 were distributed</p>

**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**  
**Minutes of a Meeting of the Toronto CPIC**

**Monday November 20, 2017**

~ Catholic Education Centre ~

**7:00 P.M.**

[illegible]



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday November 20, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>that aligns with the government's mandated OEEAP.</p> <p>A delegation led by Yvonne Yeung on "Community Planning Participation Guidelines" requesting that staff conduct a Q&amp;A session using a 'limited' community consultation review process. This input is sort particularly from the communities affected by the current and pending PAR reviews. This will be done prior to the TCDSB report submission to the Ministry of Education as part of the Pupil Accommodation Review Guidelines and Community and Partnerships Guidelines x "C" consultation process. A supporting letter (Appendix "C") was received by the Board of Trustees from Senator Tobias C. Enverga Jr. which was signed on the day he passed away. The moratorium on boundary reviews was unanimously approved by the Board on Nov. 9, 2017.</p>
<b>6 Report from the Director of Education or Designate</b>	<p><b>Superintendent Wujek reported.</b></p> <p>As other matters of greater importance arose on Nov. 16, 2017 the staff report on CPIC was deferred until the next Board meeting.</p> <p>There is an invitation for collaboration from Bruce Drewett - Director of Leadership, Collaboration and Governance, Ministry of Education that is seeking feedback from parent groups across the province. We are looking for unified response by the end of November.</p> <p>Tomorrow, Nov. 21, 2017 a mass will be held at the CEC starting at 7 pm for former staff and students who have passed over the past year.</p> <p>Manuela and I will be visiting principal meetings Jan 24-26, 2018 to talk about the proper procedures for using parent engagement PIC funds, how to trigger CSPC email accounts properly, and other things they need to be hands-on with respect to parent engagement.</p> <p>We are going to promote that schools use the PIC funds (\$500 per school) as per ministry guidelines which is to encourage engagement rather than CSPC events. Parent engagement activities are being paid with other funds and the concern is we do not have the necessary documentation to analyse the success of using the PIC fund to encourage parent engagement.</p> <p>There is a Board of Trustee motion that Staff needs to provide a report back to the Board of Trustees giving a description of the parent-related fundraising. We also need to remind councils that their financial records need to be provided at end of the year.</p> <p>Questions were raised by Members and answered by Staff on the topic of parent engagement being discussed at Principal meetings</p> <p><b>WHEREAS</b> parent engagement is a key pillar of the strategic plan for the Toronto Catholic DSB and Ministry of Education</p> <p><b>Motion # 17/11-04</b>      <b>MOVED THAT parent engagement strategies and best practices becomes a standing item at every superintendent/principal meeting(s).</b></p> <p>Mover: J. Del Grande W12      Seconded: B. Hunter W9</p> <p><b>Carried by Consent</b></p>
<b>7 Financial Report from the Treasurer</b>	<p><b>CPIC Treasurer reported.</b></p> <p>As Members, we take on activities to encourage Parent Engagement and we all have different approaches when submitting event bills, and speaker fees. Members that host an event and paying for event expenses must be very organized. Please scan a copy of all original receipts and send the originals in with your expense sheet. Alcohol was purchased on two occasions - LCBO cards or alcoholic gifts cannot be refunded it is NOT an allowed expenditure by the Ministry of Education.</p> <p>How quick your money turns around is in your hands? We will come up with new expense sheet</p>

**APPROVED MONDAY FEBRUARY 12, 2018 MOTION: 18/02-04**

# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday November 20, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>to make everything more clear</p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for October 31, 2017 was provided and discussed by the members.</p> <p><b>Motion # 17/11-05</b> <b>MOVED THAT the Financial Report as presented be accepted.</b>  Mover: N. Ang W5 <span style="float: right;">Seconded: D. Alvares W11</span>  <b>Carried by Consent</b></p> <p>Every Year we are required to prepare and approve a Motion with respect to Member out-of-pocket expenses which include hosting and attending meetings on Toronto Catholic PIC business</p> <p><b>Motion 17/11-06</b> <b>MOVED THAT that the Toronto Catholic PIC Parent and Community Members out-of-pocket expenses for attending meetings; area meetings; attended as a representative of CPIC including travel (mileage) and meals (no alcohol); including Member hosted area meeting refreshments (no alcohol) for event attendees; during the fiscal year 2017-18 shall be reimbursed when submitted with original receipts and supporting documentation as per TCDSB Policies.</b></p> <p>Mover: D. Hastings CR3 <span style="float: right;">Seconded: D. Alvares W11</span>  <b>Carried by Consent</b></p>
<p><b>8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings</b></p>	<p><u>Unfinished Business/Items Deferred from Prior Meeting</u></p> <p><u>8.1 Staff verbal report on CPIC Elections and Nomination promotions</u></p> <ul style="list-style-type: none"> <li>• W1 - Six voters, three nominees – M. de Domenico (elected), N. Marriott (appointed-CR1) and A. Canning (elected).</li> <li>• W3 – No one showed</li> <li>• W5 - One nominee - acclamation</li> <li>• W7 – No one showed</li> <li>• W9 - One nominee - acclamation</li> <li>• W11 - Two nominees - acclamation for both</li> <li>• W6 – No one showed</li> <li>• W10 – No one showed</li> </ul> <p>The summary of the discussion that followed the verbal report.</p> <p>The current process is not working and wasting Staff time. More discussion with parents needed to motivate them to consider joining CPIC. Trustees could promote CPIC at their Ward meetings. A personal recommendation from a member has succeeded in Ward 1, Ward 6 and Ward 7. Ward reps need to attend CSPC meetings and come back with information.</p> <p>The TCDSB website is a mishmash of information. Communications should consider creating info-graphic, a visual image that that pops out on the web-page. CPIC needs a marketing strategy an package with info-graphic, videos, leaflets, etc. we need to standardize how we market and distribute this to the schools.</p> <p>We need to concentrate on Elementary school awareness of CPIC to get longevity.</p> <ol style="list-style-type: none"> <li>1) Marketing and Awareness; CPIC members need meet to CSPC chairs twice/year.</li> <li>2) Is process effective - Elections vs Referral;</li> <li>3) Motivation to Join;</li> <li>4) Referral of members, nominations.</li> </ol> <p>Regulations require all CPIC elections to be done by October 10<sup>th</sup> of every year. The Nominations</p>





# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday November 20, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>2016-17) and the remainder will be taken from GSN funding.</p> <p>Mover: R. Del Grosso Chair, CPIC Conference Planning Subcommittee Carried by Consent</p> <p><b>Motion 17/11-10</b> MOVED THAT that the Toronto Catholic PIC approve holding a one-day event on either March 3<sup>rd</sup>, 2018 or March 24<sup>th</sup>, 2018 depending on location availability and selected by this body.</p> <p>Mover: R. Del Grosso Chair, CPIC Conference Planning Subcommittee Carried by Consent</p> <p><b>Motion 17/11-11</b> MOVED THAT that the Toronto Catholic PIC members bring ideas and suggestions forward at the next meeting for the Toronto Catholic PIC Conference parent and children workshops.</p> <p>Mover: R. Del Grosso Chair, CPIC Conference Planning Subcommittee Carried by Consent</p> <hr/> <p><b><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></b></p> <p><b><u>9.5 Making Your Voices Heard</u></b> This item was deferred.</p> <p><b><u>9.6 Communications and Dissemination Planning Subcommittee</u></b> A pen with a rotating barrel that can handle six sayings was presented. The idea was to place six parent engagement messages on it. The barrel has room for Toronto Catholic PIC logo. This could be used to help promote events or CPIC. The Potential budget is \$800 for 500 pens.</p> <p><b>Motion 17/11-12</b> MOVED THAT that the Toronto Catholic PIC members assist the Communications and Dissemination Planning Subcommittee by bringing forward suggestions at the next meeting for messages to include in the rotating barrel pen.</p> <p>Mover: D. Alveras Chair, Communications and Dissemination Planning Subcommittee Carried by Consent</p> <p>We now have one banner which was used for the mini CSPC conference and the Board graphic art department has put together mock up for the two additional banners approved by Motion 16/04-08.</p>
<b>10 Reports from Parent Members: Ward Representatives</b>	No reports received
<b>11 New Business and Motions Arising Therefrom</b>	<p><b>11.1 Ministry of Education - Request for Information:</b> Toronto Catholic PIC along with other provincial PICs and parent led organizations have been specifically requested to participate in a Ministry of Education (MOE) survey. To help members participate we prepared an on-line survey and the results need to be formulated into a letter for submission to the MOE.</p> <p><b>Motion 17/11-13</b> MOVED THAT that the Toronto Catholic PIC direct the CPIC Chair &amp; Co-Chair to continue the MOE governance survey for one more week and for the Executive to prepare a collective response to address the Ministry of Education's request.</p> <p>Mover: M. de Domenico W1 Carried: Yea = 13; Nay = 2 (B. Hunter, S. Mastronardi)</p> <p style="text-align: right;">Seconded: N. Ang W5</p>

# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

**Monday November 20, 2017**

~ Catholic Education Centre ~

**7:00 P.M.**

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p><b>11.2 Parent-Teacher Interviews:</b> The members raised that the timing and allocation of time per parent was a serious parent issue. Only one evening was permitted and only 5 minutes allowed for each student. It has been reported that Teachers are also not allowed to communicate to parents by email because of liability issues. Parents have reached out to members to highlight this issue to the Trustees and the Staff.</p> <p>Further discussion was deferred to the next meeting.</p> <p><b>11.3 Minister of Education Representative Invite:</b> Discussion ensured about the possibility of a representative of the Ministry of Education be invited to attend a CPIC meeting to discuss the role of a PIC in Ontario.</p> <p><b>Motion 17/11-14 MOVED THAT that the Toronto Catholic PIC Chair request that a MOE representative attend a Special Meeting of this body to learn about the MOE viewpoint on parent engagement.</b></p> <p>Mover: S. Mastronardi W2   Seconded: R. Del Grosso W7 <b>Carried by Consent</b></p> <p><b>11.4 RFF for Ward 4 Event “Social Networking &amp; Online Safety”:</b> The Parent Members: Ward 4 Representatives A. Crudo-Perri and J. Fiorante have request funding of \$1,000 to hold a Ward event titled “Social Network &amp; On-line Safety” using My Paul Davis as the speaker and moderator. The event will be held on December 4<sup>th</sup>, 2017 at Madonna CSS.</p> <p><b>Motion 17/11-15 MOVED THAT that the Toronto Catholic PIC approve the request for funding in the amount of \$1,000 for the Ward 4 event with Paul Davis at Madonna CSS about Social Network &amp; On-line Safety. Refreshments are limited to \$250.</b></p> <p>Mover: J. Fiorante (W4)   Seconded: S. Mastronardi W2 <b>Carried by Consent</b></p> <p><b>11.5 Parent Council Emails:</b> The members find it frustrating as to how many CSPC Chairs are unaware of the existence of their TCDSB assigned email address. Many CSPC Chairs are missing valuable information and announcements. The Principals are busy and maybe are not insistent with delivering this information. More pressure is needed from the Board of Trustees through staff to ensure that CSPC Chairs use the TCDSB assigned email address. Currently the TCDSB has no direct vehicle to get information to the CSPC Chairs.</p> <p><b>Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.</b></p> <p>Mover: J. Del Grande W12   Seconded: M. de Domenico W1 <b>Carried by Consent</b></p> <p><b>11.6 Committee Access to TCDSB Microsoft Products:</b> Discussion was deferred to another meeting.</p> <p><b>11.7 Safe Schools Committee - Parent Involvement:</b> The members find it amazing that in some schools the safe schools committee does not include</p>



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday November 20, 2017

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7:00 P.M.

### APPENDIX "A" – Financial Report

<b>CPIC Grant &amp; Expenditure Summary</b>	<b>CPIC 2017-18</b>	<b>PRO GRANT 2017-18</b>
<b>As at October 31, 2017</b>	<b>FR 1394</b>	<b>FR 1417</b>
<b>APPROVED FUNDING</b>	<b>20,106.00</b>	<b>10,000.00</b>
<b>CARRYOVER FROM PREVIOUS YEAR</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUNDING</b>	<b>20,106.00</b>	<b>10,000.00</b>
<b>EXPENSES:</b>		
Childcare & Supplies	244.72	
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage		
Parent Resources		
Printing & Supplies		
Promotional Materials		
Refreshments - Events		
Refreshments - Meeting	388.60	
Speaker Expenses		
Telecommunication	319.82	
Translation Services		
TTC Tokens - Buses		
<b>TOTAL EXPENDITURES</b>	<b>953.14</b>	<b>-</b>
<b>Balance</b>	<b>19,152.86</b>	<b>10,000.00</b>



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday November 20, 2017

~ Catholic Education Centre ~

7:00 P.M.

### Appendix "B"

#### CPIC Suggestions to Board of Trustees and Staff

**WHEREAS** parent engagement is a key pillar of the strategic plan for the Toronto Catholic DSB and Ministry of Education

**Motion # 17/11-04** **MOVED THAT** parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s).

Mover: J. Del Grande W12

Seconded: B. Hunter W9

Carried by Consent

\*\*\*\*\*

**WHEREAS** members find it frustrating as to how many CSPC Chairs are unaware of the existence of their TCDSB assigned email address.

**AND WHEREAS** many CSPC Chairs are missing valuable information and announcements. The Principals are busy and maybe are not insistent with delivering this information.

**AND WHEREAS** members believe that more pressure is needed from the Board of Trustees through staff to ensure that CSPC Chairs use the TCDSB assigned email address. Currently the TCDSB has no direct vehicle to get information to the CSPC Chairs.

**Motion 17/11-16** **MOVED THAT** that the Toronto Catholic PIC recommends through the Board of Trustees that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.

Mover: J. Del Grande W12

Seconded: M. de Domenico W1

Carried by Consent

\*\*\*\*\*

**WHEREAS** members find it amazing that in some schools the safe schools committee does not include the required parent member.

**AND WHEREAS** legislation to have a safe schools action committee came out in 2011-2012 and members are questioning why do principals need to be reminded every year to have a parent representative on the school committee.

**AND WHEREAS** in the members humble opinion, it is either not activated, or parents are not told through Principal or the school CSPC of this mandated requirement.

**Motion 17/11-16** **MOVED THAT** that the Toronto Catholic PIC recommends through the Board of Trustees that Staff remind principals that the Safe School Committee at the school level should include the mandated parent representative(s).

Mover: J Del Grande W12

Seconded: A. Canning W1

Carried by Consent



**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**  
**Minutes of a Meeting of the Toronto CPIC**

Monday November 20, 2017

~ Catholic Education Centre ~

7:00 P.M.

Appendix "C"

Letter from Senator Enverga supporting a Moratorium on School Closers



November 16, 2017

Trustee Angela Kennedy  
Chair of Toronto Catholic District School Board  
80 Sheppard Avenue East  
North York, ON M2N 6E8

Dear Ms. Kennedy:

As a Senator who represents Toronto, as well as a past Trustee of the Toronto Catholic District School Board, I write this letter to add my support to those who have voiced concerns about the closure of three schools in Scarborough. This is based on Ministry of Education memorandum B09 that indicates the Public Accommodation Review Guideline (PARG) and the Community Planning and Partnership Guideline (CPPG) review process is being overhauled.

It has come to my attention that the TCDSB has the ability to exercise a stay in the matter and suspend this closure process. I would ask that the TCDSB take this course of action so that community stakeholders, and those who will be affected by such a drastic action, may be given the appropriate time to provide feedback and recommendations on the matter.

As this decision is one that would greatly affect the surrounding communities, I am of the firm belief that due diligence must be exercised in this matter and, therefore, I am hopeful that the right thing will be done and that the call for a moratorium on the closure of these three schools – St. Gabriel Lalemant Catholic School, The Divine Infant Catholic School, and St. Rene Goupil Catholic School – be supported.

I thank you for your attention and consideration of this urgent matter.

Sincerely yours,

Hon. Tobias C. Enverga Jr.  
Senator



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

**Monday Dec 11, 2017**

~ Catholic Education Centre ~

**7:00 P.M.**

Meeting Time & Location:	7:00 PM to 10:00 PM	CEC – Catholic Teachers Centre
Chair:	Geoffrey Feldman	
Secretary (note-taker):	NTC Reporting & Transcription Inc.	

<b>Parent &amp; Community Members Present (voting Members):</b>	W1 – W2 – <b>Geoffrey Feldman – Chair</b> W3 – <b>OPEN</b> W4 – <b>Annalisa Crudo-Perri</b> W5 – W6 – W7 – W8 – <b>Ruth Oliveros</b> W9 – W10 – W11 – <b>Ben Xavier</b> W12 – <b>Pauline Corpuz</b> <hr/> PMAL 1 – <b>Karla Coto</b> PMAL 3 – <hr/> Com Rep 1 – <b>Natalia Marriott</b> Com Rep 3 – <b>Dennis Hastings</b>	W1 – W2 – W3 – <b>OPEN</b> W4 – <b>Joe Fiorante – Treasurer</b> W5 – W6 – <b>Gus Gikas (Acting)</b> W7 – W8 – W9 – <b>OPEN</b> W10 – <b>OPEN</b> W11 – <b>Desmond Alvares - Communications</b> W12 – <hr/> PMAL 2 – PMAL 4 – <hr/> Com Rep 2 – Telephone Symbol
<b>Other Members In Attendance (ex officio and non-voting):</b>	TCDSB Director of Education or Designate – <b>John Wujek &amp; Rory McGuckin</b> TCDSB Trustee Representative or Designate – <b>Garry Tanuan</b> TCDSB Parent Engagement & Toronto CPIC Liaison – <b>Manuela Sequeira</b> TCDSB Communications – TCDSB Staff Support:	
<b>Apologies for Absence:</b>	Alison Canning (W1), Mark de Domenico (W1), Sandra Mastronardi (W2), Nilo Ang (W5), Rosanna Del Grosso (W7), Yvonne Yeung (W8), Kana Muthiah (W10), John Del Grande (W12), David Rodriguez (CR2)	
<b>Absent:</b>	S. Brooke Hunter (W9)	

<b>Guests and Public in Attendance:</b>	Barbara Poplawski, Nancy Crawford. <b>No other guests present</b>
<b>Next Meeting:</b>	<b>Monday Jan 15, 2018</b> <b>Location: CEC @ 7:00 PM</b>

AGENDA ITEMS	DISCUSSION & DECISIONS
<b>1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer</b>	The Chair welcomed everyone, called the meeting to order and led the roll call at <b>07:56 PM</b> .  After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted.  <b>Chair</b> led the opening prayer.
<b>2 Adoption of Proposed Agenda</b>	After those present had an opportunity to read and review the proposed Agenda, and a call for additions and changes was made, the following motion was proposed:  <b>Motion 17/12-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda.</b>  Mover: <b>B. Xavier W11</b> Seconded: <b>D. Hastings CR3</b> <b>Carried by Consent</b>
<b>3 Review, Approval &amp; Confirmation of Minutes of Prior</b>	The approval of the Minutes of the Meeting of Monday, Nov 20, 2017 was deferred

**APPROVED MONDAY FEBRUARY 12, 2018 MOTION: 18/02-05**





# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday Dec 11, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
<b>CPIC Meetings</b>	
<b>4 Report from the Chair</b>	<p><b>Treasurer presided over the Meeting.</b></p> <p>G. Feldman reported:</p> <ul style="list-style-type: none"> <li>• Attended and gave input at the November 30, 2017 PARS Meeting at CEC. The Ministry of Education is making a big effort to get parents involved with making positive changes to education. The short notice provided of this PARS meeting was inappropriate planning and the meeting was poorly attended. Our participation was important as we do need to get the Parent's voice heard at every opportunity to make changes.</li> <li>• Gus Gikas is a parent applicant for Ward 6 in attendance at his 2<sup>nd</sup> meeting and he will be appointed as an "Acting Member" with Voting Rights until the next meeting.</li> </ul> <p><b>Chair presided over the Meeting.</b></p>
<b>5 Report from the Trustee Representative or Designate</b>	<p><b>Trustee Tanuan reported.</b></p> <p>Thank you, D Hastings and G Feldman, for attending the PARS Meeting on behalf of Toronto Catholic PIC. It is a challenge when parents are not directly affected, for them to come out and add input with important policy changes. In January the Ministry will open the second phase of PARS consultations, and parents will have another opportunity to provide feedback.</p> <p>Since this bodies last meeting the Board of Trustees have had an Inaugural Caucus to elect the Chair and Vice Chair for the coming calendar year.</p> <p>TCDSB hosted its first "Young Disciples Ignite Day" on November 28, 2017 at Blessed Cardinal Newman it was exciting to attend and we share some video and pictures of this event.</p> <p>Ward 8 North Scarborough parents, administrators, staff, and volunteers were awarded the Canada 150 Medals of Appreciation.</p> <p>The Proposed Executive Compensation Program for the TCDSB top officers is available online for parent feedback by December 29, 2017. A major consideration within the TCDSB was that the top executive's salaries were frozen. The Executive compensation program initiative follows the guidelines provided by the Ministry of Education to all 72 publicly funded boards.</p>
<b>6 Report from the Director of Education or Designate</b>	<p><b>Superintendent Wujek reported.</b></p> <p>Attended the Bishop Morocco, version of the Ignite Conference. Numerous surrounding grade 6 classes from elementary schools attended. It was an example of Faith in Action from the perspective and leadership of the Grade 6 students. The level of participation of students, and energy, and enthusiasm was very moving. These students are not ready for confirmation, but they demonstrated that they have a strong faith. The event began with a teaching mass celebrated by Auxiliary Bishop Kirkpatrick. The Bishop stops and explains the various parts of the mass and explained his garb, et cetera.</p> <p>Trustee Chair Poplawski was impressive as with the superpower prayer before the meal. It was an animated event &amp; the young people demonstrated how involved they are with their faith.</p>
<b>7 Financial Report from the Treasurer</b>	<p><b>CPIC Treasurer reported.</b></p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for Nov 30, 2017 was provided and discussed by the members.</p> <p><b>Motion # 17/12-02</b> MOVED THAT the Financial Report as presented be accepted.  Mover: D. Alvarez W11 Secunded: R. Oliveros W8  <b>Carried by Consent</b></p>

**APPROVED MONDAY FEBRUARY 12, 2018 MOTION: 18/02-05**

# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday Dec 11, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings	<p><b><u>Unfinished Business/Items Deferred from Prior Meeting</u></b></p> <p><b>8.1 Parent-Teacher Interviews</b></p> <p>Two approaches were considered by members for communication between parents and teachers either online, or during one/two evenings.</p> <p><b>WHEREAS</b> the last round of parent teacher interviews was proceeded by surveys where parents were asked whether they wished parent-teach interviews held over one day and one evening or two evening,</p> <p><b>AND WHEREAS</b> in some schools there has not been a choice and one-evening interview nights did not facilitate enough time for parents to obtain an interview slot.</p> <p><b>AND WHEREAS</b> in some secondary schools, parent teacher interviews were held in one evening with no other option offered to parents,</p> <p><b>AND WHEREAS</b> in some secondary schools the parent-teacher interview was reduced from 10-minutes to five minutes as the teacher had a set schedule, not facilitating robust parent-teacher communications.</p> <p><b>Motion # 17/12-03</b>      <b>MOVED THAT</b> the Toronto Catholic PIC recommends:</p> <ol style="list-style-type: none"> <li>1. That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,</li> <li>2. Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.</li> </ol> <p>Mover: N. Marriott CR1      Seconded: D. Hastings CR3</p> <p>Carried by Consent</p> <p><b>8.2 Report on Ward 4 Event held December 4, 2017</b></p> <p>Paul Davis spoke at Madonna CHS to the 30 attending parents that represented four or five schools in the ward. The parents that came obtained a lot of useful information on social networking and online safety - Snapchat, Instagram, Facebook, etc. How parents should use these resources for their children as learning tools versus entertainment. Parents should set guidelines. Paul Davis always speaks from personal experience, things he does with his own children. He is an IT specialist of 26 years. Overall parents were pleased with presentation and attendance. It is a stepping stone to next topic of Screenagers.</p> <p>Paul Davis also spoke to the students in the morning.</p>
9 Subcommittee Reports & Recommendations	<p><b><u>STANDING (PERMANENT) SUBCOMMITTEES</u></b></p> <p><b><u>9.1 Budget &amp; Priority Setting Subcommittee</u></b> No report presented.</p> <p><b><u>9.2 Governance &amp; Procedure Subcommittee</u></b> No report presented.</p> <p><b><u>9.3 Nominating &amp; Election Subcommittee</u></b> No report presented.</p> <p><b><u>9.4 Conference Planning Subcommittee</u></b> a) The full Budget spreadsheet was presented for the previously approved \$5,500.00 <b>Motion#17/10s-02</b> for hosting all 5 events. The first Screenagers showing is scheduled for January 20, 2018 at Senator O'Connor. All showing will be promoted will be a Board-wide event.</p>



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday Dec 11, 2017

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7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>b) This is a Notice of a Motion to be presented at the next CPIC meeting to fund \$1,300 for the Ward 11 event to be held on February 21, 2018 at Senator O'Connor on Mental Wellbeing – "Youth Speaks"</p> <p>c) No report has been received from the Conference Planning subcommittee and both members (R. Del Grosso and S. Mastronardi) are absent. The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• How to be a Resilience Rock Star Who Achieves Greatness - How does this keynote relate to the CPIC Mission?</li> <li>• No date for the CPIC Conference has been set or communicated for our approval.</li> <li>• No Location for the CPIC Conference has been set. The result of the online email response survey undertaken by the subcommittee suggesting three schools is not known and has not been set or communicated for our approval.</li> <li>• No workshops have been set or communicated for our approval.</li> <li>• The full budget details have not been communicated for our approval as committed for this meeting.</li> </ul> <p>Members discussed these shortfalls and felt that the CEC is the best location as all technology is in place. The subcommittee needs to make decisions for recommendation and approval by this committee.</p> <p style="text-align: center;"><b><u>PRO-Grant Description of project:</u></b></p> <p><i>The Parent engagement through technology project, initiated by the Parent involvement committee of the TCDSB will organize a conference for parents that focuses on parent engagement strategies. Keynote speakers, skill building workshops will be based on the topics identified by parents including supporting your children in mathematics, literacy, and internet safety. The workshops will be shared more broadly with parents in the school board through the development of webinars.</i></p> <p>Workshops can be easily organized around this criterion with the required videotaped and later posting on the web as webinars.</p> <p><b>Motion # 17/12-04</b>      <b>MOVED THAT that the Chair of the Toronto Catholic PIC prepare and send out an online survey providing members a final opportunity to vote on when and where to hold the CPIC Conference. The dates are either on March 3 or March 24 and the locations either at the CEC; Loretto College; Marshall McLuhan; or Madonna.</b></p> <p>Mover: J. Fiorante W4      Seconded: D. Hastings CR3</p> <p>Carried by Consent</p> <hr/> <p><b><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></b></p> <p><b><u>9.5 Making Your Voices Heard</u></b></p> <p>No report presented.</p> <p><b><u>9.6 Communications and Dissemination Planning Subcommittee</u></b></p> <p>D Alvarez Reported: In the past text content was created for distribution to all CSPCs. The staff are also looking to update the portal and suggested that twice a year we send an update newsletter of all TCDSB Parent events so that the CSPC chairs are readily informed.</p> <p>It was suggested that we also send out a separate CPIC newsletter to give CPIC an identity and to spread awareness of what this committee does. All communities should have an equal awareness about what CPIC is doing using all forms of social media.</p>



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

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AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>It was requested that Ward Reps provide the subcommittee with content on what they want to share. A newsworthy precis of our meetings should also be communicated to all CSPC Chairs</p> <p>We could also have CPIC pens with six parent engagement quotes or event promotional messages that can be displayed as people click to use the pen. Please forward your suggestions of messages to this subcommittee.</p> <p>It is important for Ward Representatives to attend CSPC meetings in their community for promoting the work of this committee.</p>
<b>10 Reports from Parent Members: Ward Representatives</b>	Ward 11: D. Alvarez: Reviewed the Ministry of Education survey – “Engagement into Education and Planning” for the benefit of members that did not attend the event
<b>11 New Business and Motions Arising Therefrom</b>	No New Business was tabled at this meeting as it was our Advent celebration
<b>12 Announcements &amp; Date, Time &amp; Location of Next Meeting</b>	<p>The formal meetings to be held in the CPIC FY 2017/18 are on:</p> <p><i>Meeting #3 Monday, January 15, 2018</i>  <i>Meeting #4 Monday, February 12, 2018</i>  <i>Meeting #5 Monday, April 16, 2018</i>  <i>Meeting #6 Monday, May 14, 2018</i>  <i>Meeting #7 Monday, June 18, 2018</i>  <i>Meeting #8 Monday, September 17, 2018</i></p> <p>The formal meetings to be held in the CPIC FY 2018/19 will be on:  <u>Elections 2018:</u>  Elections for Even Wards Tuesday Oct 2, 2018  By-Elections for Odd Wards Wednesday Oct 3, 2018  2018/19 Inaugural Meeting Monday Oct 15, 2018  2018/19 Meeting 1 Monday Nov 19, 2018  2018/19 Meeting 2 Monday Dec 10, 2018</p> <p>There will be subcommittee and Executive meetings as needed.</p> <p style="text-align: center;">All at the: Catholic Education Centre, 80 Sheppard Avenue East. Room to be announced.</p>
<b>13 Adjournment</b>	<p><b>Motion # 17/12-05      MOVED THAT the meeting stand adjourned.</b></p> <p><b>Mover: J. Fiorante W4      Seconded: N. Marriot CR1</b></p> <p><b>Carried</b></p> <p>The Chair declared the meeting adjourned and Members rose at <b>09:44 PM</b></p>

Respectfully submitted to the Members of Toronto CPIC,

  
Geoffrey Feldman, Chair

By resolution of the assembly (18/02-05) on  
Monday, February 12, 2018

# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Minutes of a Meeting of the Toronto CPIC

Monday Dec 11, 2017

~ Catholic Education Centre ~

7:00 P.M.

### APPENDIX "A" – Financial Report

CPIC Grant & Expenditure Summary	CPIC 2017-18	PRO GRANT 2017-18
As at November 30, 2017	FR 1394	FR 1417
APPROVED FUNDING	20,106.00	10,000.00
CARRYOVER FROM PREVIOUS YEAR	-	5,724.51
TOTAL FUNDING	20,106.00	15,724.51
EXPENSES:		
Childcare & Supplies	1,040.13	711.70
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage		
Parent Resources		
Printing & Supplies		
Promotional Materials		
Refreshments - Events		
Refreshments - Meeting	596.28	
Speaker Expenses		
Telecommunication	639.64	
Translation Services		
TTC Tokens - Buses		
TOTAL EXPENDITURES	2,276.05	711.70
Balance	17,829.95	15,012.81



## TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

### Minutes of a Meeting of the Toronto CPIC

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7:00 P.M.

#### Appendix "B" CPIC Suggested

#### **8.1 Parent-Teacher Interviews**

Two approaches were considered by members for communication between parents and teachers either online, or during one/two evenings.

**WHEREAS** the last round of parent teacher interviews was proceeded by surveys where parents were asked whether they wished parent-teach interviews held over one day and one evening or two evening,

**AND WHEREAS** in some schools there has not been a choice and one-evening interview nights did not facilitate enough time for parents to obtain an interview slot.

**AND WHEREAS** in some secondary schools, parent teacher interviews were held in one evening with no other option offered to parents,

**AND WHEREAS** in some secondary schools the parent-teacher interview was reduced from 10-minutes to five minutes as the teacher had a set schedule, not facilitating robust parent-teacher communications.

**Motion # 17/12-03** **MOVED THAT** the Toronto Catholic PIC recommends:

1. That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,
2. Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.

Mover: N. Marriott CR1

Seconded: D. Hastings CR3

Carried by Consent



# Toronto Catholic PIC Recommendations to Board of Trustees and Staff

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From Minutes Dated: November 20, 2017

**WHEREAS** parent engagement is a key pillar of the strategic plan for the Toronto Catholic DSB and Ministry of Education.

**Motion # 17/11-04          MOVED THAT parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s).**

Mover: J. Del Grande W12

Seconded: B. Hunter W9

**Carried by Consent**

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**WHEREAS** members find it frustrating as to how many CSPC Chairs are unaware of the existence of their TCDSB assigned email address,

**AND WHEREAS** many CSPC Chairs are missing valuable information and announcements. The Principals are busy and maybe are not insistent with delivering this information,

**AND WHEREAS** members believe that more pressure is needed from the Board of Trustees through staff to ensure that CSPC Chairs use the TCDSB assigned email address. Currently the TCDSB has no direct vehicle to get information to the CSPC Chairs.

**Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.**

Mover: J. Del Grande W12

Seconded: M. de Domenico W1

**Carried by Consent**

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# Toronto Catholic PIC Recommendations to Board of Trustees and Staff

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**WHEREAS** members find it amazing that in some schools the safe schools committee does not include the required parent member,

**AND WHEREAS** legislation to have a safe schools action committee came out in 2011-2012 and members are questioning why do principals need to be reminded every year to have a parent representative on the school committee,

**AND WHEREAS** in the members humble opinion, it is either not activated, or parents are not told through Principal or the school CSPC of this mandated requirement.

**Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff remind principals that the Safe School Committee at the school level should include the mandated parent representative(s).**

Mover: J Del Grande W12

Seconded: A. Canning W1

**Carried by Consent**





# Toronto Catholic PIC Recommendations to Board of Trustees and Staff

From Minutes Dated: December 11, 2017

## 8.1 Parent-Teacher Interviews

Two approaches were considered by members for communication between parents and teachers either online, or during one or two evenings.

**WHEREAS** the last round of parent teacher interviews was proceeded by surveys where parents were asked whether they wished parent-teacher interviews be held over one day and one evening or two evenings,

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**Motion # 17/12-03    MOVED THAT the Toronto Catholic PIC recommends:**

- 1. That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,**
- 2. Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.**

Mover: N. Marriott CR1

Seconded: D. Hastings CR3

**Carried by Consent**



# Toronto Catholic PIC Recommendations to Board of Trustees and Staff

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## CSPC & BOARD EMAIL CHALLENGES – Minutes Feb. 12, 2018

**WHEREAS:** The School Board needs an effective channel to communicate to Catholic School Parent Councils (CSPC)

**AND WHEREAS:** Every school parent council has as assigned email account.

**AND WHEREAS:** Email records provide part of the corporate memory of a CSPC.

**AND WHEREAS:** Communications should look & appear official when being sent out to parent members and when parent members communicate with the Board on behalf of a CSPC.

**AND WHEREAS:** The School Board has struggled to get full adoption of the Board's email system by CSPC's.

**AND WHEREAS:** The steps and processes to get email setup for use beyond webmail (OWA) is confusing and complex to many parents

**AND WHEREAS:** There has been identified gaps in the communication, purpose, benefits and setup of email accounts for Parent Council Chairs.

**MOTION 18/02-17 BE IT RESOLVED THAT:**

The Toronto Catholic Parent Involvement Committee (Toronto-Catholic PIC) recommend to the Board of Trustees and the Director of Education that:

**A new process & IT protocol be developed to achieve the following:**

- 1. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff THAT every new school year, the School Board send out via the school principal a personalized letter that informs & instructs the newly elected or returning CSPC chair about the existence, benefits and login information to the CSPC email account**
- 2. In recognizing that CSPC chairs are not school board employees, they should not be subject to BYOD policies, the school board needs to provide straightforward instructions on the various means to access their CSPC email account and how to set it up as an additional mailbox on the parent's existing: email accounts (examples by way of ActiveSync, etc.), web service, and mobile connect methods and/or on how to forward or proxy, to their personal email.**
- 3. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al.**