



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

CATHOLIC PARENT INVOLVEMENT COMMITTEE STAFF ASSESSMENT REPORT 2017-2018

“For we are his workmanship, created in Christ Jesus for good works, which God prepared beforehand, that we should walk in them” Ephesians 2:10

Created, Draft	First Tabling	Review
September 24, 2018	October 4, 2018	Click here to enter a date.

J. Wujek, Superintendent of Education Area 5, Parent Engagement
M. Sequeira, Coordinator: International Languages, Parent Engagement and Community Outreach

INFORMATION REPORT

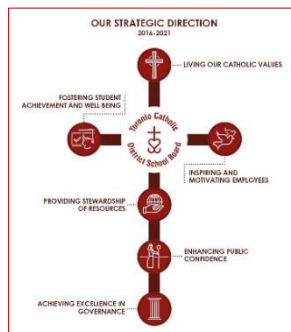
Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T. Robins
Acting Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report outlines the CPIC facilitated and sponsored initiatives for the 2017-2018 academic year. Included is an outline of the parent conferences and workshops, distribution of resources to Catholic School Parent Councils, and monetary sponsorship for parent events.

The cumulative staff time required to prepare this report was 12 hours

B. PURPOSE

1. This is an annual standing report.
2. This report complies with the Action After request made on January 28, 2016 that an Annual Information Report on Catholic Parent Involvement Committee activities be added to the rolling calendar. Staff was to report on the statistics of meetings, activities and initiatives undertaken by CPIC.

C. BACKGROUND

CPIC is a parent-led committee of volunteers who work both at the Board and at the Ward level. CPIC members provide information and advice on parent engagement to the school board, create initiatives that promote and facilitate parent engagement, and educate parents to support them in their children's learning at home and/or at school. They collect information and ideas from wards, discuss the information at meetings and disseminate it to parents.

- I. January 28, 2016 - The Catholic Parent Involvement Committee Annual Report was presented at the Regular Board meeting. Arising out of this presentation, the Annual Report was received by the Board and recommendations were made to have a report presented on an annual basis.
- II. June 9, 2016 - Staff presented a report on the meetings, activities and initiatives completed by CPIC during the time period 2014-2015 and 2015-2016 academic years. Outline the context and/or chronology of why the Information Report is before the Board or Standing Committee.

D. EVIDENCE/RESEARCH/ANALYSIS

MEETINGS: CPIC met nine times during the past session.

Meetings took place at the Catholic Teachers' Centre, 2nd Floor CEC

Start time 7:00pm

- Inaugural Meeting Monday October 15, 2017
- Meeting #1 Monday, November 20, 2017
- Meeting #2 Monday, December 11, 2017
- Meeting #3 Monday, January 15, 2018
- Meeting #4 Monday, February 12, 2018
- Meeting #5 Monday, April 16, 2018
- Meeting #6 Monday, May 14, 2018
- Meeting #7 Monday, June 18, 2018

Meeting #8 Monday, September 17, 2018 Minutes of meetings held and financial records were made available for public inspection at TCDSB offices, as well as posted on the TCDSB, CPIC website.

EVENTS:

CPIC SPONSORED EVENTS		
EVENT	DATE	DETAILS
TCDSB Parent Engagement Forum	Sept. 13/17	<ul style="list-style-type: none"> • Held at the CEC • Focus on the value of parental involvement • Networking opportunity • Information sessions: best practices; what engagement looks like; and ideas that parents can explore in the future
CSPC Mini Conference	Oct. 23/17	<ul style="list-style-type: none"> • Held at the CEC • CSPC Roles and Responsibilities Workshops • 160 parents participated in 3 workshops organized by TCDSB staff: Chair/Treasurer/Secretary • Feedback was provided in Exit Survey that will serve to guide future workshops
TCDSB/OAPCE	Apr. 30/18	<ul style="list-style-type: none"> • PRO Grant workshop in partnership with OAPCE • Representative for Ministry of Education reviewed application • M. Sequeira presented on the application process and use of funds

CPIC SPONSORED EVENTS		
EVENT	DATE	DETAILS
OAPCE Commissioning Parent and Principal Awards	Nov. 6/17	<ul style="list-style-type: none"> • Held at the CEC • Principal Awards \$500.00 • Printing of Certificates/Frames \$200.00
“Social Network & On-line Safety”	Dec. 4/17	<ul style="list-style-type: none"> • Madonna CSS
Screenagers “Screenagers” is a documentary that explores how screen time can lead to possible risks of failing in school, social isolation and digital addiction. Ultimately, the film explores solutions to handle screen time and provides parents with tools to help young people develop self-control and find balance in their digital lives.	Nov. 2/18	Senator O’Connor CCSS
	Jan. 10/18	Senator O’Connor
	March 6/18	Father Serra
	May 28/18	Chaminade
	May 30/18	Mgrs. Percy Johnston
“Mental Awareness - Youth Speak”	Feb. 21/18	Senator O’Connor
Introduction Seminar to the Faith In Our Child Series : “Our Parish, Our Spiritual Goal”	Feb. 13, 23, 26, 27/18	Ward 5, 8, 11
“Lift Jesus Higher Event”	March 3/18	Convention Centre

CPIC – PRO EVENTS		
EVENT	DATE	DETAILS
CPIC/OAPCE Conference	May 5/18	<ul style="list-style-type: none"> • Social Networking Safety – Paul Davis • Workshops: Special Education 21st Century Learning; Positive Parenting; Jump Math; Internet Safety • Science workshop for students • Resource Fair • Videotaped workshops

TCDSB (Student Leadership/Staff Development Department)		
Raising Youth Together Free parenting Workshops <ul style="list-style-type: none"> • Effective parent/child communication techniques • Goal-setting, motivation and school engagement • Inspiring teens to take responsibility • How to connect with your child and create an extraordinary relationship • Understanding the teenage mind 	April 18/18	MPJ 35 families: 65 adults, 51 children
	April 20/18	BMTM 65 families: 103 adults, 91 children
	April 23/18	SMT 47 families: 80 adults, 79 children
	April 26/18	JCM 34 families: 65 adults, 48 children

RESOURCES:

TCDSB CSPC Resources to Improve Communication
<ul style="list-style-type: none"> • Update of CSPC TCDSB Portal Page • TCDSB Information Brochures: ‘Catholic School Parent Councils’, ‘Parent Reaching Out (PRO) Grants’, ‘Parent Involvement Committee (PIC) Grants’, ‘AGM, Elections and Inaugural Meeting’, CSPC Elections: Timeline of Events’, and ‘CSPC End of the Year Checklist’ • ‘CSPC Email Information Poster’: access and value of using CSPC TCDSB email account. Poster was emailed and a hard copy was sent via courier to all CSPC chairs

MOTIONS:

Motions Presented to the Board of Trustees:

- 1 TCDSB Board Meeting November 16, 2017 - PAR submission to “Suspend The School Closure Process” – Motion Carried
- 2 Motion #17/11-04 that parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s) – Motion Carried by Board Feb 22, 2018
 - Currently practiced by staff

- 3 Motion #17/11-16 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. - Motion Carried by Board Feb 22, 2018
 - Enhanced communication on this matter is currently underway
- 4 Motion 17/11-16 that Staff remind Principals that the Safe School Committee at the school level should include the mandated parent representative(s). - Motion Carried by Board Feb 22, 2018
 - Safe Schools Department has communicated this via email to all principals this school year and in person at recent principals' meeting
- 5 Motion #17/12-03 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, that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days. - Motion Carried by Board Feb 22, 2018
 - Under consideration for future discussion, Board Policy A. 33 (Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns) provides proper protocols for positive interactions between all stakeholders, The guiding principles of Board Policy T. 07 Community Engagement also apply
- 6 Motion #18/02-17 that a new process & IT protocol be developed to achieve the following:
 - I. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff every new school year and, 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. - Motion Carried by Board Feb 22, 2018
 - Enhanced communication on this matter is currently underway

- II. 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. - Motion Carried by Board Feb 22, 2018
- Staff is reviewing a response and plan
 - Revised ActiveSync instructions and tutorials are in creation phase
- III. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al. – Motion Carried by Board Feb. 22, 2018
- Staff is reviewing a response and plan, such instructions are in the creation phase

E. METRICS AND ACCOUNTABILITY

1. This annual summary of CPIC activities serves as an assessment of the committee's work to support parental engagement at TCDSB.
2. Advice provided to the Board of Trustees and the Director of Education and any action arising out of this advice will be monitored and assessed.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.