



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of a Meeting of the Toronto CPIC

Monday November 19, 2018

~ Catholic Education Centre ~

7:00 P.M.

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

Parent & Community Members Present (voting Members):	W1 – Alison Canning W2 – Geoffrey Feldman – Secretary W3 – Joe Fiorante – Vice Chair W4 – OPEN W5 – Melinda Hackett (Acting) W6 – Gus Gikas - Treasurer W7 – OPEN W8 – Ruth Oliveros - Assistant Treasurer W9 – OPEN W10 – Annalisa Crudo-Perri W11 – Ben Xavier W12 – John Del Grande - Chair <hr/> PMAL 1 – PMAL 3 – <hr/> Com Rep 1 – Patricia Bozzo Com Rep 3 – OPEN	W1 – Raul Tellez Rios (Acting) W2 – Natalia Marriot (Acting) W3 – OPEN W4 – OPEN W5 – OPEN W6 – OPEN W7 – OPEN W8 – Wendell Labrador W9 – OPEN W10 – OPEN W11 – Desmond Alvares - Communications W12 – Anthony Antonucci (Acting) <hr/> PMAL 2 – Karla Coto PMAL 4 – <hr/> Com Rep 2 – Mary Laframboise Telephone Symbol
Other Members In Attendance (ex officio and non-voting):	TCDSB Director of Education or Designate –Rory McGuckin TCDSB Trustee Representative or Designate – Garry Tanuan TCDSB Parent Engagement & Toronto CPIC Liaison – Manuela Sequeira TCDSB Communications – Emmy Szekeres-Milne TCDSB Staff Support:	
Apologies for Absence:	Isabel Stark (PMAL1)	
Absent:		

Guests and Public in Attendance:	Sandra Camara (St. John Bosco), Jenny Romano (St. Thomas Aquinos) No other guests present
Next Meeting:	Monday December 10, 2018 Location: CEC @ 7:00 PM

AGENDA ITEMS	DISCUSSION & DECISIONS
1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer	The Chair welcomed everyone, called the meeting to order and led the roll call at 08:15 PM . After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted. J. Del Grande led the opening prayer.
2 Adoption of Proposed Agenda	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: Motion 18/11-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda. Mover: J. Fiorante W3 Seconded: A. Canning W1 Carried
3 Review, Approval & Confirmation of Minutes of Prior CPIC Meetings	The Minutes of the Inaugural Meeting and the Special Meeting held on Monday, October 15, 2018 were distributed. After those present had an opportunity to review the Minutes, the following was proposed:

APPROVED MONDAY DECEMBER 10, 2018 MOTION: 18/12-02.

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AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>defeated, and one was approved. The approved recommendation related to the 'Triangle' is designed to help parents understand the levels of engagement. The TCDSB Communications department has done some mock-ups using the same language and will discuss this with the CPIC subcommittee formed for this purpose, prior to presentation at a future CPIC meeting before going to the Board of Trustees with a final recommendation.</p> <p>At the October Board of Trustee meeting, two reports were presented – The CPIC annual report and the first CSpC metrics report. The Board of Trustees have requested more clarity and I would like to present both reports to OAPCE and CPIC for more clarification and input from both groups before they go back to the Board. Trustees are looking for further evidence of collaboration in the formulation of the report between staff and parents.</p> <p>The agenda of last Board of Trustee meeting is available online meeting and section A1.3, which falls under living our Catholic values speaks specifically to parent engagement. Reviews of parent engagement was prepared in a general way and attempted to set targets. It would be good to discuss this page at a CPIC and OAPCE meeting, so that we can clarify our targets and make sure we are clear on how we are measuring them, so that it is more collaborative on how we bring the data together.</p>
Chair called a Recess for members to meet the Trustees - 8:44 p.m. to 9:09 p.m.	
7 Financial Report from the Treasurer	<p>CPIC Treasurer reported.</p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for October 31, 2018 was provided and discussed by the members.</p> <p>Motion # 18/11-03 MOVED THAT the Financial Report as presented be accepted. Mover: G. Feldman W2 Seconded: J. Fiorante W3 Carried</p>
8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings	<p><u>Unfinished Business/Items Deferred from Prior Meeting</u></p> <p><u>8.1 Revised Public List of Members & Committees 2018-2019:</u> Amendments:</p> <ul style="list-style-type: none"> • Correct Spelling Patricia Buzzo, Mary Laframboise (FIOC) • Alison Canning – include the associated school <p><u>8.2 Current List of Sub-Committees & Call for Members:</u> Pursuant to Article 17 - Chair may appoint acting positions until the next meeting: Meeting #1 New Appointees: Jenny Romano (W9). Meeting #2 for Current Appointees: Raul Tellez Rios (W1), Natalia Marriot (W2), Melinda Hackett (W5), & Anthony Antonucci (W12)</p> <p>The following members volunteered:</p> <ol style="list-style-type: none"> 1. Budget & Priority Setting Subcommittee – A. Crudo-Perri, P. Buzzo volunteered to be included 2. Governance & Procedure Subcommittee – D. Alvarez, J. Romano volunteered to be included <p>Motion # 18/11-04 MOVED THAT the Toronto Catholic members waive the Standing Rule #1 "Conflict Of Interest" that disallowing members of other parent groups to act on this Subcommittee, to permit members of OAPCE to sit on the Governance & Procedure Subcommittee. Mover: G. Gikas W6 Seconded: G. Feldman W2</p>

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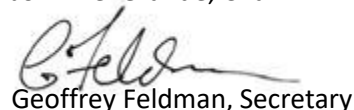
7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>Deferred.</p> <hr/> <p><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></p> <p><u>9.5 Making Your Voices Heard</u></p> <p>Deferred.</p> <p><u>9.6 Communications and Dissemination Planning Subcommittee</u></p> <p>Deferred.</p>
10 Reports from Parent Members: Ward Representatives	Deferred
11 New Business and Motions Arising Therefrom	Deferred
12 Announcements & Date, Time & Location of Next Meeting	<p>The formal meetings to be held in the CPIC FY 2018/19 are on:</p> <p><i>Meeting #2 Monday, December 10, 2018</i></p> <p><i>Meeting #3 Monday, January 21, 2019</i></p> <p><i>Meeting #4 Monday, February 11, 2019</i></p> <p><i>Meeting #5 Monday, April 08, 2019</i></p> <p><i>Meeting #6 Monday, May 13, 2019</i></p> <p><i>Meeting #7 Monday, June 17, 2019</i></p> <p><i>Meeting #8 Monday, September 16, 2019</i></p> <p>The formal meetings to be held in the CPIC FY 2019/20 will be on:</p> <p><u>Elections 2019:</u></p> <p>Elections for Even Wards Monday Oct 7, 2019</p> <p>By-Elections for Odd Wards Wednesday Oct 9, 2019</p> <p>2018/19 Inaugural Meeting Monday Oct 21, 2019</p> <p>2018/19 Meeting 1 Monday Nov 18, 2019</p> <p>2018/19 Meeting 2 Monday Dec 09, 2019</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>
13 Adjournment	<p>Motion # 18/11-07 MOVED THAT the meeting stand adjourned.</p> <p>Mover: A. Crudo-Perri W10 Seconded: G. FeldmanW2</p> <p>Carried</p> <p>The Chair declared the meeting adjourned and Members rose at 10:03 PM</p>

Respectfully submitted to the Members of Toronto CPIC,



John Del Grande, Chair



Geoffrey Feldman, Secretary

By resolution of the assembly #18/12-02 on
Monday December 10, 2018

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APPENDIX "A" – Financial Report

CPIC Grant & Expenditure Summary
As at October 31, 2018

	CPIC 2018-19
	FR 1452
APPROVED FUNDING	21,262.00
CARRYOVER FROM PREVIOUS YEAR	52,695.41
TOTAL FUNDING	73,957.41
EXPENSES:	
Childcare & Supplies	
Election-Parent Recruitment Expenses	
Media Advertising	
Transcriptions	
Mileage	
Parent Resources	
Printing & Supplies	865.50
Promotional Materials	
Refreshments - Events	
Refreshments - Meeting	202.79
Speaker Expenses	
Telecommunication	134.36
Translation Services	
TTC Tokens - Buses	
TOTAL EXPENDITURES	1,202.65
CARRYOVER TO NEW YEAR	72,754.76



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Appendix "B" - Annual Budget & Tracking

CPIC - ANNUAL BUDGETING 2018-2019

DATE: October 31st, 2018

BASE FUNDING	21,262.00
CARRYOVER FROM PREVIOUS YEAR	52,695.41
TOTAL FUNDING	73,957.41
MEETING & OPERATIONS - ALLOC. AMT 60% Base Funding	12,757.20
PARENTAL ENGAGEMENT ACTIVITIES - ALLOC. AMT 40%	8,504.80
YTD TOTAL EXPENDITURES	1,202.65
YTD TOTAL BALANCE	72,754.76

	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	Total
EXPENSES:													
Childcare & Supplies													0.00
Election-Parent Recruitment Expenses													0.00
Media Advertising													0.00
Transcriptions													0.00
Mileage													0.00
Parent Resources													0.00
Printing & Supplies	865.50												865.50
Promotional Materials													0.00
Refreshments - Events													0.00
Refreshments - Meetings	202.79												202.79
Speaker Expenses													0.00
Telecommunications	134.36												134.36
Translation Services													0.00
TTC Tokens - Buses													0.00
TOTAL MONTHLY EXPENSES:	1,202.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,202.65

MEETINGS & OPERATIONS EXPENSES (will be further budgeted as follows):			
	Allocated Amount Breakdown	Expenses	Balance
Childcare or Dependent Care	10%	1,275.72	0.00
Mileage/Transportation and Travel	30%	3,827.16	0.00
Printing & Supplies	15%	1,913.58	865.50
Refreshments & Food	15%	1,913.58	202.79
Telecommunications	20%	2,551.44	134.36
Annual Elections	10%	1,275.72	0.00
MEETINGS & OPERATIONS YTD EXPENSE TOTALS:		12,757.20	1,202.65

PARENT ENGAGEMENT EXPENSES:			
Media Advertising			
Parent Resources			
Speaker Expenses			
Refreshments - Events			
PARENT ENGAGEMENT YTD EXPENSE TOTALS:		8,504.80	0.00

APPROVED MONDAY DECEMBER 10, 2018 MOTION: 18/12-02.