

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	W1 – Alison Canning	W1 – Raul Tellez Rios (Acting)					
Members Present	W2 – Geoffrey Feldman – Secretary	W2 – Natalia Marriot (Acting)					
(voting Members):	W3 - Joe Fiorante – Vice Chair	W3 – OPEN					
,	W4 – OPEN	W4 – OPEN					
	W5 – Melinda Hackett (Acting)	W5 – OPEN					
	W6 – Gus Gikas - Treasurer	W6 – OPEN					
	W7 – OPEN	W7 – OPEN					
	W8 – Ruth Oliveros - Assistant Treasurer	W8 – Wendell Labrador					
	W9 – OPEN	W9 – OPEN					
	W10 – Annalisa Crudo-Perri	W10 – OPEN					
	W11 – Ben Xavier	W11 – Desmond Alvares - Communications					
	W12 - John Del Grande - Chair	W12 – Anthony Antonucci (Acting)					
	PMAL 1 –	PMAL 2 – Karla Coto					
	PMAL 3 –	PMAL 4 –					
	Com Rep 1 – Patricia Bozzo	Com Rep 2 – Mary Laframboise					
	Com Rep 3 – OPEN	🕾 Telephone Symbol					
Other Members In	TCDSB Director of Education or Designate –Rory M	cGuckin					
Attendance (ex officio and	TCDSB Trustee Representative or Designate – Garry	y Tanuan					
non-voting):	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	Sandra Camara (St. John Bosco), Jenny Romano (St. Thomas Aquinos)					
Attendance:	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: <i>J. Fiorante W</i> 3 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
		Motion 18/11-02 MOVED THAT the Minutes of the Inaugural Meeting and the Special Meeting held on October 15, 2018, with corrections and changes, be formally approved and confirmed as the official record of the proceedings.
		Mover: A. Crudo-Perri W10 Seconded: B. Xavier W11 Carried
4	Report from the	Vice-Chair presided over the Meeting.
	Chair	J. Del Grande reported:
		 Emailed members with key CPIC and committee information Outreached to newly elected trustees, meetings to be scheduled Participated in CSPC Saturday morning Summit – presented CPIC overview and role of CSPC Chair, Vice-Chair and I met with Director McGuckin and John Wujek to discuss CPIC priorities and Board support over the next year Conversation with Trustee Rizzo re: New Board & CPIC 2018-2019 Discussed Board reports and response with OAPCE-Toronto Discussed secretary role with Geoff Feldman and Chair transition CSPC Workshop series discussion with Manuela Received thanks from OAPCE-Toronto re: CPIC funding and support for Commissioning and Awards events Set my mandate to ensure our time here is valuable, and the work of this committee is transparent and cohesive.
		Chair presided over the Meeting.
5	Report from the	Trustee Tanuan reported.
	Trustee Representative or	Congratulated CPIC's new Chair and Vice Chair, and all the elected officers and members of this committee.
	Designate	Reported on November 15 Board of Trustee meeting.
		The Triangle Motion proposed by CPIC to facilitate parent engagement was approved.
		The School Signage Motion outlining the important contacts, i.e. Principal, VP, secretary, Trustee, CPIC, OAPCE, etc., was defeated. Suggest that CPIC should consider revising the Motion and explain that it is a low to no cost Motion as CPIC's request may have been misinterpreted. A member commented that he felt the word "signage" was stressed and it should be termed as a posted list for clarity.
		Most of the CPIC motions presented and approved by the Board of Trustees this calendar year have been approved.
		The Chair thanked the Trustee for his support over his tenure.
6	Report from the	Superintendent Wujek reported.
	Director of Education or Designate	The level of participation by Parents in the CSPC workshop prior to this CPIC meeting was rewarding. Thank you to Manuela, Annalisa, and John Del Grande for their collaboration and flexibility to make it a worthwhile workshop. Similar CSPC workshops will be held throughout this coming school year.
		The two CPIC recommendations that came forward at the Board of Trustee meeting - one was



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		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.
		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.
		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 sets 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.
	Chair ca	lled a Recess for members to meet the Trustees - 8:44 p.m. to 9:09 p.m.
7	Financial Report	CPIC Treasurer reported.
	from the Treasurer	An overview of spending (attached as Appendix "A") as reported by the TCDSB for October 31, 2018 was provided and discussed by the members.
		Motion # 18/11-03 MOVED THAT the Financial Report as presented be accepted. Mover: G. Feldman W2 Seconded: J. Fiorante W3 Carried
8	Unfinished (Old)	Unfinished Business/Items Deferred from Prior Meeting
	Business and	8.1 Revised Public List of Members & Committees 2018-2019:
	Matters Arising Minutes of Prior Meetings	Amendments:
		8.2 Current List of Sub-Committees & Call for Members: 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)
		The following members volunteered:
		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
		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



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	3. Nominations & Elections Subcommittee – G. Feldman volunteered to be included 4. Conference Planning Subcommittee – G. Gikas, B. Xavier, R. Oliveros, M. Laframboise volunteered to be included 5. Communications and Dissemination – R. Tellez Rios, W. Labrador, M. Hackett volunteered to be included 6. Making Your Voices Heard – A. Crudo-Perri volunteered to be included Motion # 18/11-05 MOVED THAT the Toronto Catholic members accept all the above members on the associated subcommittees. Mover: R. Tellez-Rios W1 Seconded: P. Bozzo CR1 Carried							
	8.3 RFF Allotment per Ward: Motion # 18/11-06 WHEREAS: To meet one of the key objectives of Toronto Catholic PIC: Encouraging parent involvement activities in respective wards, while looking to utilize funds set aside for parent involvement projects/activities in a consistent manner:							
	MOVED THAT TORONTO CATHOLIC PIC MEMBERS APPROVE A BUDGET OF \$1000 TO BE ASSIGNED PER WARD WHERE WARD REPRESENTATIVE(S) EXIST FOR THE PURPOSE OF COORDINATING WARD EVENTS/WARD MEETINGS/CSPC REACH OUT FUNDED FROM PRIOR YEAR'S BUDGET SURPLUS FOR AN INITIAL INVESTMENT OF \$10,000.							
	THIS WOULD TEMPORARITY REPLACE THE RFF PROCEDURE UNTIL A FINAL RECOMMENDATION IS BROUGHT FORWARD ON A CONSISTENT AND FAIR PROCESS TO ACCESS YEARLY ALLOCATED PROJECT FUNDS AND/OR CPIC SURPLUS FUNDS.							
	THAT THE BUDGET & PRIORITIES SUBCOMITTEE DEVELOP A WARD REPORT-BACK TEMPLATE TO PROVIDE TRANSPARENCY BACK TO THIS COMMITTEE ON THE OUTCOMES, SUCCESSES, IMPROVEMENT AREAS AND GENERATE BEST PRACTICES.							
	Mover: J. Fiorante W3; Seconded: G. Gikas W6 Carried							
	8.4 CPIC and CSPC Staff Reports Considered by the Board of Trustees Deferred							
	8.5 Information Signs for Parents & Community Members Deferred							
	8.6 Revised Pending/Rolling Motion Tracker Deferred							
9 Subcommittee	STANDING (PERMANENT) SUBCOMMITTEES							
Reports & Recommendations	9.1 Budget & Priority Setting Subcommittee Differed.							
	9.2 Governance & Procedure Subcommittee Deferred							
	9.3 Nominating & Election Subcommittee Deferred.							
	9.4 Conference Planning Subcommittee							

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		Deferred.									
		SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES									
		9.5 Making Your Voices Heard									
		Deferred.									
		9.6 Communications and Dissemination Planning Subcommittee									
		Deferred.									
10	Reports from Parent	Deferred									
	Members: Ward										
	Representatives										
11	New Business and	Deferred									
	Motions Arising Therefrom										
12	Announcements &	The formal meetings to be held in the CPIC FY 2018/19 are on:									
12	Date, Time &	-									
	Location of Next	Meeting #2 Monday, December 10, 2018									
	Meeting	Meeting #3 Monday, January 21, 2019 Meeting #4 Monday, February 11, 2019									
	•	Meeting #5 Monday, April 08, 2019									
		Meeting #6 Monday, May 13, 2019									
		Meeting #7 Monday, June 17, 2019									
		Meeting #8 Monday, September 16, 2019									
		The formal meetings to be held in the CPIC FY 2019/20 will be on:									
		Elections 2019:									
		Elections for Even Wards Monday Oct 7, 2019 By-Elections for Odd Wards Wednesday Oct 9, 2019									
		By-Elections for Odd Wards Wednesday Oct 9, 2019 2018/19 Inaugural Meeting Monday Oct 21, 2019									
		2016/19 Meeting 1 Monday Nov 18, 2019									
		2018/19 Meeting 2 Monday Dec 09, 2019									
		There will be subcommittee and Executive meetings as needed.									
		All at the: Catholic Education Centre, 80 Sheppard Avenue East. Room to be announced.									
13	Adjournment	Motion # 18/11-07 MOVED THAT the meeting stand adjourned.									
		Mover: A. Crudo-Perri W10 Seconded: G. FeldmanW2 Carried									
		The Chair declared the meeting adjourned and Members rose at 10:03 PM									

Respectfully submitted to the Members of Toronto CPIC,

John Del Grande, Chair

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

Geoffrey Feldman, Secretary

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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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DATE: October 31st 2018

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Appendix "B"- Annual Budget & Tracking

CPIC - ANNUAL BUDGETING 2018-2019

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

	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:	7											1	
	100			3									
Childcare & Supplies							50 10					1	0.00
Election-Parent Recruitment Expenses													0.00
Media Advertising				2			U.					1	0.00
Transcriptions			Ü				10			10 00			0.00
Mileage				8				3		8 %			0.00
Parent Resources												-	0.00
Printing & Supplies	865.50						10					_	865.50
Promotional Materials													0.00
Refreshments - Events													0.00
Refreshments - Meetings	202.79			6	Î							• 1	202.79
Speaker Expenses							50 10					Ī.	0.00
Telecommunications	134.36												134.36
Translation Services				2			di.						0.00
TTC Tokens - Buses										40 00			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

	Allocated Amo	unt Breakdown	Expenses	Balance	
Childcare or Dependent Care	10%	1,275.72	0.00	1,275.72	
Mileage/Transportation and Travel	30%	3,827.16	0.00	3,827.16	
Printing & Supplies	15%	1,913.58	865.50	1,048.08	
Refreshments & Food	15%	1,913.58	202.79	1,710.79	
Telecommunications	20%	2,551.44	134.36	2,417.08	
Annual Elections	10%	1,275.72	0.00	1,275.72	
MEETINGS & OPERATIONS YTD EXPENSE TOTALS:		12,757.20	1,202.65	11,554.55	

PARENT ENGAGEMENT EXPENSES:			
Media Advertising			
Parent Resources			
Speaker Expenses			
Refreshments - Events	3		
	2		
PARENT ENGAGEMENT YTD EXPENSE TOTALS:	8,504.80	0.00	8,504.80