



REPORT TO

## APPENDIX B

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

## APP B - CSPC POLICY METRIC REPORT - 2017-18.DOCX

*Welcome one another, therefore, just as Christ has welcomed you, for the glory of God.*  
Romans 15:7

Created, Draft	First Tabling	Review
September 24, 2018	October 4, 2018	<a href="#">Click here to enter a date.</a>

J. Wujek, Superintendent of Education Area 5, Parent Engagement  
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### INFORMATION REPORT

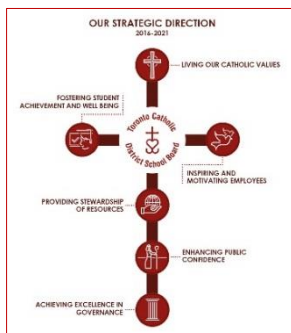
**Vision:**

*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  
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Executive Superintendent of Business Services and Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

This Information Report provides an overview of participation and content of Catholic School Parent Councils (CSPCs) and their valued contribution to local school matters. The report also offers metrics that quantify the level and quality of engagement between staff and parents.

In the context of the Board's Multi-Year Strategic Plan:

- Living Our Values - Parents will be supported in their integral role of nurturing the relationship between home, school and parish
- Enhancing Public Confidence - Improve communication and consultation, that reflect the mission, vision and values of the board, with our stakeholders

*The cumulative staff time required to prepare this report was 18 hours*

## **B. PURPOSE**

1. The notice for this Policy Metric Report appears on the Master Pending List and Rolling Calendar for the October Board Committee Meeting for Student Achievement and Well-Being.
2. Board Policy S.10 Catholic School Parent Councils states “[an] annual report of CSPC activities will serve as an assessment of the Council’s work to support student achievement and well-being at the school”.

## **C. BACKGROUND**

1. The TCDSB’s Parent Engagement and Communications Departments play a guiding and supporting role to parents and staff in the promotion of effective parent engagement for the purpose of our shared vision of academic excellence and spiritual development.

At the system level, staff from these and other departments work closely with Toronto Ontario Association for Parents in Catholic Education (Toronto – OAPCE) and the Catholic Parent Involvement Committee (CPIC) to support local CSPCs.

2. Ontario Regulation 612 (School Councils and Parent Involvement Committees): “the purpose of school councils is, through the active participation of parents, to improve pupil achievement and to enhance the accountability of the education system to parents.”

## **D. EVIDENCE/RESEARCH/ANALYSIS**

### **1. CSPC Annual Activity Report – 2017-18 – Appendices A and B**

Board Policy S. 10, Catholic School Parent Councils states:

The Catholic School Parent Council (CSPC) of each school in the TCDSB will, through the active participation of parents, endeavour to improve student achievement and well-being and to enhance the accountability of the education system to parents. Each CSPC shall function in an advisory role by making recommendations to the principal of the school and, where necessary, to the Board, on any matter in accordance with the Education Act, TCDSB policies and guidelines and operating procedures.

Appendix A is a copy of the Activity Report template that completed by CSPC Chairs at the end of the 2017-18 school year to summarize CSPC membership, meetings, activities and needs.

Appendix B is a summary of the completed Activity Reports. Highlights include:

- 35% Participation in the report completion
- 97% of schools had 6 or more meetings (per policy)
- Over half of responding councils had at least seven parent members
- 60% had a designated OAPCE rep
- fundraising information suggests robust support for academic achievement and parent engagement
- Parents Reaching Out Grant – 132 schools had approved applications – 66% utilization of these funds

## 2. CSPC Meeting (2017-18) Survey – Principals – Appendix C

Board Policy S.10 Regulation (4) states:

The principal will provide information and solicit the views of CSPC on matters concerning:

- i. student achievement and the School Learning Improvement Plan;
- ii. annual funding for parent involvement;
- iii. the school budget;
- iv. school policies and procedures including the code of conduct;
- v. school uniform or dress code.

Accordingly, TCDSB principals were surveyed about the appearance of these topics (i-v above) during their CSPC meetings last year. Appendix C summarizes the responses. Highlights include:

- 145 surveys completed
- 56% report content related to Student Achievement at most or all meetings
- 63% report content related to Annual Funding at most or all meetings
- 69% report content related to School Budget at most or all meetings
- 56% report content related to School Policies and Procedures at most or all meetings
- 28% report content related to Uniform/Dress Code at most or all meetings
- “not at all” responses are very low except school uniform and dress code

## 3. System Activities Supporting CSPCs – Appendix D

Appendix D is documentation of Community Engagement/Outreach Activities from 2017-18 that included participation from the Parent Engagement Department. This information was presented at Regular Board on September 20, 2018 as part of the Communications and Community Engagement Annual Report. In summary:

- The information demonstrates collaboration between school staff, system staff, local parents, CPIC and OAPCE - Toronto

- There is good parent participation in the three events
- There was an excellent range of topics that promote equity, capacity-building and collaboration

#### 4. Further System Initiatives Supporting CSPCs

- April 2018 – adoption of CPIC recommendation “that parent engagement strategies and best practices be standing item at every superintendent/principal meeting(s)”
- Week of April 23, 2018 – Parent Engagement Staff attended and spoke at every area principal meeting and shared resources and practices on the following topics:
  - Safe Schools Plan
  - Parent Involvement Committee Funding (\$500)
  - Parents Reaching Out Grant Funding (\$1000)
  - End of Year CSPC Reporting
  - Block Budget Reporting to CSPC
  - Upcoming Parent Engagement Conference
- Head Start Symposium for Newly Promoted Administrators August 2018 Superintendent of Parent Engagement presented to group about:
  - CSPC composition
  - CSPC elections
  - CSPC communications
  - CSPC Financial Reporting
  - Overall Importance of Parent Engagement
  - OAPCE – Toronto and CPIC as PE partners
- Coordinator of Parent Engagement Office responds daily to numerous Parent Engagement/CSPC inquiries via phone and email from staff and parents

## **E. METRICS AND ACCOUNTABILITY**

### Action Items for 2018-19:

1. Improved and enhanced communications strategies with parents both within the governance structures and the school community.
2. Improved use of exit surveys following school and Board parent engagement events.
3. Review considerations from Parent Voice Survey (Regular Board - August 23, 2018) – Communication Theme - “Monitor”.
4. Use data enclosed in this report as benchmark for strategy improvement and comparative future reporting.
5. Continue and review system-based activities that support CSPC capacity building
  - CSPC workshops
  - Ongoing in-servicing of staff at Principal meetings and Head Start
  - Collaborate with CPIC and OAPCE – Toronto

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.