

# APPENDIX A



REPORT TO

## APP A - 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	<a href="#">Click here to enter a date.</a>

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.*

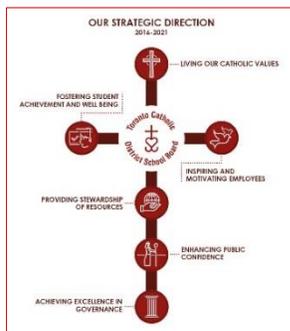
*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

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, 2<sup>nd</sup> 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:

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

<b>CPIC SPONSORED EVENTS</b>		
<b>EVENT</b>	<b>DATE</b>	<b>DETAILS</b>
OAPCE Commissioning Parent and Principal Awards	Nov. 6/17	<ul style="list-style-type: none"> <li>• Held at the CEC</li> <li>• Principal Awards \$500.00</li> <li>• Printing of Certificates/Frames \$200.00</li> </ul>
“Social Network & On-line Safety”	Dec. 4/17	<ul style="list-style-type: none"> <li>• Madonna CSS</li> </ul>
<b>Screenagers</b> “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

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

<b>TCDSB (Student Leadership/Staff Development Department)</b>		
Raising Youth Together Free parenting Workshops • 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:**

<b>TCDSB CSPC Resources to Improve Communication</b>
<ul style="list-style-type: none"> <li>• Update of CSPC TCDSB Portal Page</li> <li>• 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’</li> <li>• ‘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</li> </ul>

## **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.



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

### **OPENING STATEMENT**

Dear Director of Education, Chair of Trustees, TCDSB Parents and members of the Toronto Community:

The Toronto Catholic Parent Involvement Committee “Toronto Catholic PIC” had a very busy, cooperative and engaging year. Parents are welcome to attend any of our meetings or events. Meetings are normally held on the third Monday of each month other than March, July and August. To be certain of the exact dates and times Toronto Catholic PIC meetings are posted on the TCDSB website. <https://www.tcdsb.org/Board/TrusteesoftheBoard/boardmeeting/Pages/BoardMeeting.aspx>

As you are may be aware, the purpose of your Committee is to promote, support, encourage and enhance parent engagement and parent involvement in our child's or children's education to help improve their academic achievement and well-being.

We are first and foremost a parent-centric body. Our primary means of achieving our purpose and objectives is by providing information and advice on parent engagement and parent involvement to the TCDSB through the Director of Education and the chair of the Board of Trustees.

In addition, we work co-operatively with and support your school councils--CSPCs--through the principals of TCDSB schools and/or the chairs and members of each CSPC to help the members develop skills and acquire knowledge to help them engage parents at the school level.

Finally, we directly undertake activities to help parents of students in TCDSB schools support their children's learning--whether at home or at school. We work to:

- share effective practices to help engage parents, especially parents who may find engagement challenging, in their children's learning;
- identify and reduce barriers to parent engagement;
- help ensure that TCDSB schools create a welcoming environment for parents of its students.
- host events for parents that assist parents to develop or enhance skills and provide resources that will improve academic achievement and well-being.

***All our meetings are open to the public to encourage communication from parents and other members of the Toronto Community.***

We wish to acknowledge the challenging work, dedication and commitment of the many individuals who volunteer their time to contribute to the success of the Committee over the past year. Special thanks are due to the exemplarily efforts of the following Members of the 2017-18 Committee:

- The CPIC Executive Parent Members J. Del Grande (Vice-Chair and Ward 12 Parent Rep), J. Fiorante (Treasurer and Ward 4 Parent Rep), D. Alvares (Ward11 Parent Rep), for the extra meetings, phone calls, text messages, emails etc. that maintained the transparent posture to between meeting decisions including the request for funding decisions.
  - J. Del Grande, Vice-Chair for chairing the Budget and Priority Setting Subcommittee, his technical advice during our formal CPIC Meetings, his assistance in ensuring the clarity of the Minutes and Agendas, his speedy answers to text messages, and lending an ear to ideas and concerns.
  - J. Fiorante, Treasurer for maintaining the financial records of this Committee.
  - D. Hastings (Community Rep 3) for chairing the Nominations and Elections Subcommittee and his attendance and reporting on the Board of Trustee Meetings.
  - D. Alvares (Ward11), for the organizing and control of the Screenagers Movie “Growing Up In The Digital Age” which was shown in Ward 11, Ward 1, Ward 3 with the assistance of CPIC
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## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

Representatives: A. Canning Ward 1), M. De Domenico (Ward1), A. Crudo-Perri (Ward4), J. Fiorante (Ward4).

- A. Crudo-Perri (Ward4) and J. Fiorante (Ward4) for quickly accepting the co-chairing of the Conference Subcommittee with little time to prepare for the successful CPIC-OAPCE Summit Event held during May 2018. Thanks also go out to the parents that worked on their team subcommittee.
- R. Oliveros (Ward8), N. Ang (Ward5), B. Xavier (Ward11) for working hard on the “Faith-In-Our-Child” events as well as looking after the CPIC Information and Parent Resource table at the “Lift Jesus Higher Rally”.
- A. Canning (Ward1) and M. De Domenico (Ward1); A. Crudo-Perri (Ward4) and J. Fiorante (Ward4); R. Oliveros (Ward8), N. Ang (Ward5), D. Alvares (Ward11) for their excellent job of attending CSPC meetings in their Wards to follow and promote the mission of Toronto Catholic PIC.
- K. Muthiah (Ward10) for reminding me again why we volunteer our time on this wonderful parent led Committee.

### **COMMITTEE MEMBERS**

Parents, the Toronto Catholic PIC is your Committee with 28 positions to be filled by parents/guardians of students enrolled at a TCDSB school. In odd number years, we hold elections for 12 Parent Members: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an odd-numbered ward. In even number years, we hold elections for 12 Parent Member: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an even-numbered ward. Parent Members: Ward Representatives commit to a two-year term or if appointed or elected at a by-election for the period remaining in the term. The remaining 4 Parent Member: At-Large positions are open to all parents/guardians throughout the TCDSB system. These parents/guardians commit to a one-year term or if after October of each year for the term remaining. Parent Member: At-Large positions are elected/appointed by your Committee during one of its meetings.

To locate the Ward, you live in or the Ward that your child or children attend go to the TCDSB website:

[TCDSB New Wards](#)

An election for the Parent Member: Ward Representatives for Odd Numbered Wards was held on Monday October 2, 2017 and By-Elections for unrepresented Even Numbered Wards was held on Wednesday October 4, 2017.

The following parents are the Toronto Catholic PIC Team for the FY2017-18:

Parent Members: Ward Representatives who were elected in each Ward or appointed by your Committee:

Ms. A. Canning (W1), Mr. M. De Domenico (W1), Ms. S. Mastronardi (W2), Mr. G. Feldman (Chair) (W2), Ms. A. Crudo-Perri (W4), Mr. J. Fiorante (Treasurer) (W4), Mr. N. Ang (W5), Mr. P. Matos (W6), Mr. G. Gikas (W6), Mr. J. Augustine (W7), Ms. R. Oliveros (W8), Ms. Y. Yeung (W8), Mr. K. Muthiah (W10), Mr. D. Alvares (Communications) (W11), Mr. B. Xavier (W11), Ms. P. Corpuz (W12), Mr. J. Del Grande (Vice-Chair) (W12).

Parent Members: At-Large that were appointed by the Parent Member: Ward Representatives are: Ms. K Coto (PMAL1).

Community Representative(s) that were appointed by your Committee  
Ms. N. Marriot (CR1), Mr. D. Rodriguez (CR2), Mr. D. Hastings (CR3).



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

### **COMMITTEE MEETINGS**

The Committee met nine times during the fiscal year.

Meetings were held on the following dates:

- 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 are available for public inspection at the TCDSB's offices at 80 Sheppard Avenue East in Toronto. In addition, Minutes are posted on the TCDSB website.

### **SUBCOMMITTEES & PROJECTS**

Major accomplishments of the Committee in FY2017-18 included the following:

- Motions Presented to the Board of Trustees:
  - November 16, 2017 PARS submission to "Suspend The School Closure Process"
  - Motion #17/11-04 that parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s)
  - 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 17/11-16 that Staff remind Principals that the Safe School Committee at the school level should include the mandated parent representative(s).
  - 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 #18/02-17 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 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.
    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



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

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.

- Your Committee Funded these TCDSB recognized Parent Engagement Events:
    - OPACE Toronto “Commissioning Ceremony, Parent Volunteer & Principal of Excellence Awards 2017” in the amount of \$700. To recognize all the parents who are nominated from their communities for the contributions to Catholic Education in the TCDSB.
    - Ward 4 Event “Social Networking and Online Safety with Paul Davis” on Monday December 4, 2017 at Madonna CHS up to \$1,000. To educate parents on social media apps and how to navigate them safely with their children.
    - Filipino Heritage Day event at CEC up to \$800. To encourage parents to be more involved at home, at school, or at the Board using the example of the PASSOC Project in Toronto Catholic Schools.
    - OAPCE Trustee All Candidate’s Meeting to be held at the CEC on October 1, 2018 up to \$1,000. To encourage Parents in round table discussions within their wards to ask one on one questions with the Trustee candidates.
    - OPACE Toronto “Commissioning Ceremony, Parent Volunteer & Principal of Excellence Awards 2017” up to \$1,000. To recognize all the parents who are nominated from their communities for the contributions to Catholic Education in the TCDSB and to provide Parent Resource Information.
  - Administrative Matters handled:
    - Provided Toronto Catholic PIC Feedback to the Director of Leadership, Collaboration and Governance, Ministry of Education by November 30, 2017
    - Selection of CSPC Members to attend PIC Symposium on April 20-21, 2018.
  - Attendance, Presented and/or Disseminated CPIC or Parent Engagement resource information.
    - TCDSB Parent Engagement Forum - September 13, 2017
    - TCDSB CSPC Roles and Workshops – October 23, 2017
    - OAPCE Toronto parent volunteer and principal of excellence awards - November 6, 2017
    - TCDSB PARS Meeting at CEC on November 30, 2017
    - Ward 4 Paul Davis “Social Network & On-line Safety” led by CPIC Reps A. Crudo-Perri (Ward4) & J. Fiorante (Ward4) on December 4, 2017 at Madonna CSS.
    - Ward 11 “Mental Awareness - Youth Speak” led by CPIC Rep D. Alvares (Ward11) on Feb 21, 2018 at Senator O’Connor College School.
    - Introduction Seminar to the Faith In Our Child Series “Our Parish, Our Spiritual Goal” in Ward 8, 5 and 11. Led by CPIC Reps R. Oliveros (Ward8), D. Alvares (Ward11), B. Xavier (Ward11) & N. Ang (Ward5) on February 13, 23, 26 and 27, 2018.
    - “Lift Jesus Higher Event” led by CPIC Rep R. Oliveros (Ward8) on March 3, 2018 at the Toronto Convention Centre.
    - Ward 11 “Screenagers Movie Screening” Led by CPIC Rep D. Alvares (Ward11) on January 10, 2018 at Senator O’Connor College School.
    - Ward 1 South “Screenagers Movie Screening” Led by CPIC Reps M. de Domenico (Ward1) and A. Canning (Ward1) on March 6, 2018 at Father Serra CES.
    - PIC Symposium April 20<sup>th</sup>, and 21<sup>st</sup>, 2018 attended by G. Feldman, Chair (Ward2), J. Fiorante, Treasurer, (Ward4) and up to 5 TCDSB CSPC Members.
    - Ward 1 North “Screenagers Movie Screening” Led by CPIC Rep A. Canning (Ward1) and M. de Domenico (Ward1)
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## TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT

For the Academic Year Ending August [Year]

- Toronto Catholic PIC - PRO-Grant Events led by CPIC Rep A. Crudo-Perri on May 5, 2018 at the CEC.
- Ward 3 & 4 “Screenagers Movie Screening” Led by CPIC Reps A. Crudo-Perri (Ward4) and J. Fiorante (Ward4) on May 28, 2018 at Chaminade College School.
- Filipino Heritage Day Event on June 12, 2018 at the CEC.
- Presentations by TCDSB Staff and others
  - Federation of North American Explorers by Mr. Ho and his two children on January 15, 2018.
  - “Dream Big” Event by Ms. T. Pastore, Executive Director of Parents Engaged In Education (PEIE) on January 15, 2018.
  - TCDSB Equity & Inclusive Team informed Toronto Catholic PIC about the TCDSB Policy on May 14, 2018
  - TCDSB Technical Service on OWA email system and cellphone activation on May 14, 2018

The following Subcommittees were established by the Committee:

**Budget & Priority Setting Subcommittee.** The Chair of this Subcommittee is part of the responsibility of the Toronto Catholic PIC Vice-Chair who was Mr. J. Del Grande. The members of this subcommittee were Mr. J. Fiorante, Ms. A. Crudo-Perri and Ms. N. Marriott.

**Governance & Procedure Subcommittee.** The Chair of this Subcommittee Mr. D. Rodriguez who was appointed on Monday October 15, 2017. Members of this Subcommittee were Mr. D. Hastings, Mr. K. Muthiah, Mr. N. Ang and Mr. D. Alvares.

**Nominating & Elections Subcommittee.** The Chair of this Subcommittee Mr. D. Hastings was appointed on Monday October 15, 2017. The members of the Nominating and Elections Subcommittee were: Ms. K. Kota and Mr. N. Ang. The Nominating and Elections Subcommittee was responsible for recruiting Parents for vacant Parent Member roles on Toronto Catholic PIC. Working with Staff on the screening of potential Parent Members. To review other ideas to attract and recruit members for the 2018 Elections.

**Conference Planning Subcommittee.** The coChairs of this Subcommittee Ms. A. Crudo-Perri and Mr. J. Fiorante were appointed on Monday February 12, 2018. This Subcommittee was responsible for the assignment, budgetary control and reporting of the 2016-17 PRO-Grant approved Ward Events. Members were Mr. D. Alvares and Mr. G. Gikas.

The following Ad-hoc Subcommittees were established by your Committee

**Communications & Dissemination Subcommittee** formed Monday October 16, 2017 under the leadership of Mr. D. Alvares. This ad-hoc Subcommittee was tasked with the role of developing Toronto Catholic PIC communication pamphlets, Event Photographs and Video Recording, Parent Handouts, Banners, etc.

**Screenagers Movie Subcommittee** formed at a Special Committee Meeting held on Monday October 16, 2017 under the leadership of Mr. D. Alvares. This ad-hoc Subcommittee was responsible for negotiating a contract with the movie producers to permit screening in 4 or 5 schools within the TCDSB and to ensure that the events followed the format required for a successful showing of the movie to students and then to parents.

**Making Your Voice Heard Subcommittee** formed on Monday October 16, 2017 under the leadership of Mr. J. del Grande. The Subcommittee meetings were handled as breakouts during the formal CPIC meetings so that all members could contribute.



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

### **FINANCIAL REPORT**

We attach the Financial Report dated August 31, 2018 for your further information

### **SUMMARY/OTHER**

Finally, we would like to wish the best of luck to all Parent candidates who will stand in the Parent Member: Ward Representative's elections to be held on Tuesday October 2, 2018 for Even Ward Candidates and our by-elections on Wednesday October 3, 2018 for the vacant position Odd Ward Candidates. To locate the Ward, you live in or the Ward that your child or children attend go to the TCDSB website: [TCDSB New Wards](#).

Issues that we foresee as being important matters for the consideration of the new Committee following the October 2018 elections include:

- We need to concentrate on Elementary school awareness of CPIC to get longevity.
  - Marketing and Awareness; CPIC members need meet to CSPC chairs twice/year.
  - Is process effective - Elections vs Referral;
  - Motivation to Join;
  - Referral of members, nominations.
- Visit parents at a CSPC meetings as well as visit parents before and after school
- CPIC information on a page that can be provided to parent councils and individuals of
  - What CPIC does,
  - Why a parent would be interested to be part of CPIC,
  - CPIC objectives,
  - CPIC priorities, and
  - Things CPIC has done;
- Continue the work of the "Making Your Voice Heard" Subcommittee on finalizing the triangles into a pamphlet.

The Toronto Catholic Parent Involvement Committee (Toronto CPIC) is a parent-led, Ministry of Education-funded, parent volunteer organization within the TCDSB. Its purpose is to improve student academic achievement and well-being by supporting, encouraging and enhancing meaningful parent engagement. Toronto CPIC partners with TCDSB staff and Trustees and communicates with and supports Toronto Catholic School Advisory Councils to achieve its objectives and focuses on matters that affect more than one school.

Sincerely yours,

Geoffrey Feldman

Chair

September 20, 2018

cc: **Director of Education, Toronto Catholic District School Board**  
**Chair of the Board of Trustees, Toronto Catholic District School Board**



**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

**Year-End Financial Report of the Toronto Catholic Parent Involvement Committee**

<b>CPIC Grant &amp; Expenditure Summary</b>	<b>CPIC 2017-18</b>	<b>PRO GRANT 2017-18</b>
<b>As at August 31, 2018</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>46,133.49</b>	<b>5,724.51</b>
<b>TOTAL FUNDING</b>	<b>66,239.49</b>	<b>15,724.51</b>
<b>EXPENSES:</b>		
Childcare & Supplies	1,724.25	1,091.35
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage	1,041.80	
Parent Resources		
Printing & Supplies	1,021.21	
Promotional Materials	3,056.70	1,679.51
Refreshments - Events		4,442.84
Refreshments - Meeting	2,347.88	
Speaker Expenses	1,467.28	5,123.14
Telecommunication	2,884.96	108.85
Translation Services		
TTC Tokens - Buses		
<b>TOTAL EXPENDITURES</b>	<b>13,544.08</b>	<b>12,445.69</b>
<b>Balance</b>	<b>52,695.41</b>	<b>3,278.82</b>