



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of a Meeting of the Toronto CPIC

Monday February 09, 2015

~ Catholic Education Centre ~

7:00 P.M.

| | | |
|--------------------------|------------------------------------|--------------------------------|
| Meeting Time & Location: | 7:03 PM to 9:40 PM | CEC – Catholic Teachers Centre |
| Chair: | Geoffrey Feldman | |
| Secretary (note-taker): | NTC Reporting & Transcription Inc. | |

| | | |
|---|--|---|
| Parent & Community Members Present (voting Members): | W1 – Geoffrey Feldman – Chair W2 – O P E N W3 – W4 – Roger Gonzalves W5 – Nilo Ang W6 – W7 – Ben Xavier W8 – Ruth Oliveros – Secretary W9 – Kana Muthia W10 – O P E N W11 – W12 – O P E N <hr/> PMAL 1 – Milton Barrera PMAL 3 – Ana Bela Da Silva (W5) <hr/> Com Rep 1 – Annalisa Crudo-Perri (OAPCE-T) Com Rep 3 – Dennis Hastings Asst. Comm. | W1 – W2 – O P E N W3 – Celestine Giraldo Estrada W4 – Joe Fiorante – Treasurer W5 – Cheryl Bristol-Matte – Vice Chair W6 – W7 – Karen Lue Tam – Asst. Treasurer W8 – W9 – W10 – O P E N W11 – O P E N W12 – <hr/> PMAL 2 – PMAL 4 – O P E N <hr/> Com Rep 2 – ☎ Telephone Symbol |
| Other Members In Attendance (ex officio and non-voting): | TCDSB Director of Education or Designate – John Shain TCDSB Trustee Representative or Designate – Mike Del Grande TCDSB Parent Engagement & Toronto CPIC Liaison – Carla Marchetti TCDSB Communications – Emmy Szekeres-Milne TCDSB Staff Support: Tony Savelli | |
| Apologies for Absence: | Ken Lewis (W11) | |
| Absent: | Mike Salvatore (W1), Gabriela Zamorano (W3), Sandra Darquea (W6), Guida Fortini (W6), Jeffrey Oliveros (W8), Chris Rutsy (W9), Jackie Delaney (W12), Nelson Goncalves (PMAL-2), Maria Pileggi (Com Rep 2). | |

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|---|---|
| Guests and Public in Attendance: | Parent Rep, Canidate (St Mark) – A.J. Hepburn Guest - Edith Pearson ☎ Guest - Paulina Corpuz ☎ No other guests present |
| Next Meeting: | Monday APRIL 20, 2015 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 & led the roll call at 7:03 PM. After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted. R. Oliveros led the opening prayer and also a prayer for the repose of the soul of Ken Lewis Sr, K. Lewis Father (W 11). |
| 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 15/02-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda. Moved: N. Ang – W5 Seconded: B. Xavier – W7 |

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| | wishes to make it clear that they want to be above board and transparent. |
| 6 Report from the Director of Education or Designate | <p>Superintendent Shain reported.</p> <p>The major message from the Director of Education is that the budget shortfall is consuming a lot of people's time! They are trying to put a plan together for the Trustees to look at and make decisions.</p> <p>Both the revised Secondary Schools Admissions Policy and the revised CSAC Policy will be presented to the Board of Trustees soon. Please take a look at Angela Gauthier's report on this matter.</p> <p>Other news is that February is psychology month. He distributed a copy of the CSAC Newsletter and highlighted three articles</p> <ol style="list-style-type: none">1. Parent Engagement within the TCDSB by John Shain;2. Toronto CPIC's role by Geoffrey Feldman; and,3. OAPCE-Toronto role by Annalisa Crudo-Perri. |
| 7 Financial Report from the Treasurer | <p>Joe Fiorante CPIC Treasurer reported.</p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for January 2015 was provided and discussed by the members.</p> <p>As PRO-Grant Funds limit the amount for Speakers and Refreshments we need to use GSN funds for these line items. This was discussed and approved 14/12-05 and 14/12-06 during our December meeting.</p> <p>Printing remains our largest expense and this is for the materials used in for meetings and distributed to schools.</p> <p>We are anticipating to have a roll over at the end of this school year. One of our biggest challenges is spending the funded money properly for parent engagement as visualized by O'Reg 612. We cannot claim lack of funding.</p> <p>We have an opportunity to really influence parent engagement within the TCDSB and so we have posted the Toronto CPIC "Request For Funding Guidelines and Forms" on-line as per our Motion 14/09-05. To date no responses have been received.</p> <p>Motion # 15/02-03 MOVED THAT the Financial Report as presented be accepted. Carried</p> |
| 8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings | <p>Unfinished Business/Items Deferred from Prior Meeting</p> <p>8.1 Motion to Recommend that TCDSB Encourage Parents Volunteering in Classroom (C. Bristol-Matte) - --- DEFERRED</p> <p>8.2 Appointment of Paulina Corpuz as Parent Rep for Ward 12 - Not personally present for a second meeting and so request is cancelled</p> <p>8.3 CSAC Policy and Operational Procedure Review & Delegation Approval</p> <p>A teleconference meeting was held on January 19, 2015 and four members attended.</p> <p>A presentation of the Policy and planned delegation points was presented and</p> |

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| | <p>discussed. The committee approved the following Motion:</p> <p style="text-align: center;"><u>Motion # 15/02-04</u></p> <p style="text-align: center;"><u>Delegation to Board of Trustees on Parent School Council Policy S. 10</u></p> <p>WHEREAS the members of the school board will be reviewing the "Draft Catholic School Advisory Council Policy S.10 Consultation Feedback" at the meeting to be held on Thursday February 19th, 2015,</p> <p>AND WHEREAS The submitted brief to the Trustees does not accurately reflect the views of the parent,</p> <p>AND WHEREAS The Policy as submitted will raise a barrier to parent engagement in the TCDSB,</p> <p>AND WHEREAS the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and this motion is considered an important step to achieving this vision</p> <p>It is MOVED THAT Toronto CPIC will present and / or delegate at the aforementioned meeting the consensus opinion of the committee on the Policy.</p> <p>Moved: K. Muthia (W9) Seconded: B. Xavier (W7)</p> <p>Carried</p> <p>The suggested changes as approved by this committee are contained in Appendix "B".</p> |
| 9 Subcommittee Reports & Recommendations | <p><u>STANDING (PERMANENT) SUBCOMMITTEES</u></p> <p><u>9.1 Budget & Priority Setting Subcommittee</u> None</p> <p><u>9.2 Governance & Procedure Subcommittee</u> None</p> <p><u>9.3 Nominating & Election Subcommittee</u> None.</p> <p><u>9.4 Conference Planning Subcommittee</u> Members are requested to strongly promote the next speaker event which will be Cardinal Collins Liturgy and discussion on the relationship of Parish-School- Parents. The event will be held at Cardinal Carter School for the Arts 36 Greenfield Avenue on February 24, 2015.</p> <p style="text-align: center;">Motion 14/02-05</p> <p style="text-align: center;">Orchestra and Choir Bussing Costs to attend the Cardinal Collins Event</p> <p>WHEREAS the TCDSB CPIC Policy requires that all expenditures are pre-approved by the committee,</p> <p>AND WHEREAS the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that 'the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and communications strategies'</p> |

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| | <p>and this motion is considered an important step to achieving this vision.</p> <p>It is MOVED THAT Members approved the payment for 2 busses used to transport the orchestra and choir to the event in the amount of \$550.</p> <p>Moved: Conference Planning Subcommittee</p> <p>Carried</p> <p style="text-align: center;">Motion 14/02-06</p> <p style="text-align: center;">St. Michael's Cathedral renovation Expense for Cardinal Collins Event</p> <p>WHEREAS the TCDSB CPIC Policy requires that all expenditures are pre-approved by the committee,</p> <p>AND WHEREAS the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that 'the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and communications strategies' and this motion is considered an important step to achieving this vision.</p> <p>It is MOVED THAT CPIC members as Cardinal Collins donates his time to this event the members approved a cheque be sent to the archdiocese to assist the ongoing renovation project of the St. Michaels Cathedral in the amount of \$2,000.</p> <p>Moved: Conference Planning Subcommittee</p> <p>Carried</p> <p style="text-align: center;">Motion 14/02-07</p> <p style="text-align: center;">Approval of Expenditures of Light Refreshments for Cardinal Collins Event</p> <p>WHEREAS the TCDSB CPIC Policy requires that all expenditures are pre-approved by the committee,</p> <p>AND WHEREAS the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that 'the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and communications strategies' and this motion is considered an important step to achieving this vision.</p> <p>It is MOVED THAT Toronto CPIC will provide light refreshments after this event.</p> <p>Move: Conference Planning Subcommittee</p> <p>Carried</p> <hr/> <p>21st Century Learning - April 23, 2015 – K Lue Tam volunteered to make the poster. The date is now in conflict with a Board of Trustee meeting and the changed date will be announced.</p> <p>Members agreed to promoting the March 7th, 2015 event “Lift Jesus High Rally” within their communities.</p> <hr/> <p><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></p> <p><u>9.5 OAPCE - Toronto</u></p> <p>OAPCE – Toronto is a regional body established throughout Ontario. O'Reg 6/12 formulates this relationship with all Catholic School Councils in Ontario. OAPCE has</p> |

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| | <p>different regional groups throughout Ontario like Toronto, Peel, Thunder Bay, etc. Information flows between a Catholic DSB, the PIC and the School Council.</p> <p>We have three directors in Toronto and they meet with other regional directors across the Province once every four months. The task of each of the regional directors is to disseminate information from province down to CSAC level. CPIC, OAPCE, and CSAC are all here to build parent engagement, if we all focus on our similarities we will keep our catholic education system intact.</p> <p>OAPCE has hosted an annual parent conference and Annual General Meeting for the past 75 years. This year the theme is “Poor No More” and it will be held May 29 and 30 in Pembroke Ontario.</p> <p><u>9.6 CPIC Newsletter - Subject Suggestion</u></p> <p>Request for help to create the next newsletter.</p> <p><u>9.7 Communications and Dissemination Planning Subcommittee</u></p> <p>None</p> |
| <p>10 Reports from Parent Members: Ward Representatives</p> | <p>R. Oliveros – Held a W 8 consultation meeting with Trustee Gary Tanuan. The event was well attended considering the bad weather.</p> <p>N. Ang- Met with the Parent School Council and deliberated over the revised CSAC policy the suggestions will be copied to the Chair</p> <p>D. Hastings - W6 is having a ward meeting tomorrow evening after the mass at Santa Maria (Rogers Road and Weston). After mass there will be tables outside with varying groups, asking for another CPIC rep to assist and the CPIC banner. Would like OAPCE-Toronto presence.</p> <p>100 year anniversary at St. Michael-- Cardinal Collins will be making appearance. Loretta College is also having its 100 year anniversary.</p> |
| <p>11 New Business and Motions Arising Therefrom</p> | <p><u>11.1 Appointments:</u></p> <p>A.J. Hepburn has a 4 year old in kindergarten at St. Markus & two other children & would like to represent W2. Appointed as Ward 2 Parent Representative 1.</p> <p><u>Appointments # 15/02-02</u></p> <p>Randy Bucuo is returning and would like to represent W10. Appointed as Ward 10 Parent Representative 1. <u>Appointments # 15/02-03</u></p> <p><u>11.2 Admissions & Placement Policy</u></p> <p>It's been delayed;</p> <p><u>Motion # 15/02-08</u></p> <p><u>Delegation to Board of Trustees on Draft Secondary Admissions and Placement Policy</u></p> <p>WHEREAS the members of the school board had planned to review the “Draft Secondary Admissions and Placement Policy” at the meeting to be held on Thursday February 19th, 2015 and this was delayed,</p> <p>AND WHEREAS the submitted brief to the Trustees does not appear to reflect the views</p> |

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| | <p>of the parents,</p> <p>AND WHEREAS The Policy as submitted will raise a barrier to parent engagement in the TCDSB,</p> <p>AND WHEREAS the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and this motion is considered an important step to achieving this vision</p> <p>It is MOVED THAT Toronto CPIC will present and / or delegate at any future meeting of the Board of Trustees that has this item on the Agenda the consensus opinion of the committee on the Draft Policy. The CPIC Consensus being that parents want to have a choice of where to put their children for secondary education - don't want it specified by a Policy</p> <p>Moved: K. Muthia (W9) Seconded: B. Xavier (W7) Carried</p> |
| 12 Announcements & Date, Time & Location of Next Meeting | <p>The next meetings to be held in 2015 are on:</p> <p>Meeting #5 - Monday, April 20, 2015</p> <p>Area parent engagement events - Spring 2015 CPIC In Service - March 4 OAPCE-Toronto Meeting - March 30 CSAC In Service (ProGrant) - April 1 OAPCE-Toronto Meeting ProGrant - April 13 February 19 Board meeting -- CSAC Admissions policy</p> <hr/> <p><i>Meeting #6 Monday May 11, 2015</i> <i>Meeting #7 Monday June 15, 2015</i> <i>Meeting #8 Monday September 21, 2015</i> <i>Meeting #0 Monday October 19, 2015 (Inaugural)</i> <i>Meeting #1 Monday November 16, 2015</i> <i>Meeting #2 Monday December 14, 2015</i> <i>Catholic Education Centre – 80 Sheppard Avenue East</i> All at the: Catholic Education Centre. Room to be announced.</p> <p>There will be subcommittee and Executive meetings as needed.</p> |
| 13 Adjournment | <p>Motion # 15/02/09 MOVED THAT the meeting stand adjourned.</p> <p>Moved: N. Ang – W5 Seconder: Karen Lue Tam – W7 Carried</p> <p>The Chair declared the meeting adjourned and Members rose at 9:40 PM</p> |

Respectfully submitted to the Members of Toronto CPIC,


Geoffrey Feldman, Chair

By resolution of the assembly (15/04-02) on
Monday, April 20th, 2015

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APPENDIX "A" – Financial Report

| CPIC Grant & Expenditure Summary | | |
|---|-------------------------|------------------------------|
| As at January 31, 2015 | | |
| | CPIC 2014-15 | PRO GRANT 2014-15 |
| APPROVED FUNDING | 20,221.00 | 10,000.00 |
| CARRYOVER FROM PREVIOUS YEAR | 39,319.14 | - |
| TOTAL FUNDING | 59,540.14 | 10,000.00 |
| EXPENSES: | | |
| Conference Materials | 758.26 | 3,064.80 |
| CSAC Resources | - | - |
| Hospitality | 5,890.19 | - |
| Honorariums | - | - |
| Legal Fees | - | - |
| Mileage | - | - |
| Promotional Materials | - | - |
| Printing & Supplies | 933.30 | 132.90 |
| Translation Services | - | - |
| TOTAL EXPENDITURES | 7,581.75 | 3,197.70 |
| CARRYOVER TO NEW YEAR | 51,958.39 | 6,802.30 |

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Appendix "B"

CPIC Suggested Changes to the Draft CSAC Policy S. 10

Regulation 1 - Name: Catholic School Council proposed – CPIC consensus name must include the word Parent. The word Catholic is implied and whether it is in the name or not doesn't really matter.

Religion of Chair or Co-Chair should not be in Regulation 1 – Name as it properly fits under Regulation 11 – Composition. CPIC will not take a position on whether or not a Chair or a Co-Chair was Catholic.

Regulation 8 – CPIC: CPIC stated purpose is limiting. It was agreed that we suggest that the wording be improved to better match CPIC's mandate.

Regulation 9 – Elections: CPIC suggests that the quantity of parents required be moved to Regulation 11 – Composition as it has nothing to do with this regulation that specifies the holding of elections.

CPIC will not support a minimum of seven parent members as this is too high for a minimum. This will prevent the smaller CSACs from operating as they will not be able to make quorum. The Ministry of Education regulation implies four parents.

Regulation 11 – Composition: CPIC suggest that the requirement to obtain 201 pastors is improbable. CPIC suggests that a council designate the OAPCE-Toronto Rep or another member to report on meetings to the local Parish and Pastor. Wording needs improving.

Regulation 12 – Meetings: CPIC suggests that what is referred to as an Annual General Meeting is properly called an Inaugural Meeting.

Regulation 14 – Communications: CPIC does not support the "Big Brother" effect that all communications must go through principal as the principal could wrongly veto parents communicating to other parents. Parents are adults can be trusted to communicate information to other parents. CPIC suggests that the Principal is pre-informed and totally involved with the preparation of formal communications to the community parents by the School Parent Council. The principal should be involved but does not have veto power.

Regulation 16 – Bylaws: CPIC suggest that the wording be improved "must include" should change to "as a minimum all Parent School Councils must include...". Bylaw changes need to be ratified by the School Parent Council seeking the changes and this should be done before the Inaugural Meeting.

Regulation 17 - Banking 1: CPIC suggests that two signatories be mandated on all documents that deposit or withdrawal funds from a CSAC account and that these funds cannot be mixed with School funds. The principal should not have veto power on the use of Parent School Council funds.

Regulation 18 - Banking 2: CPIC does not support the merging of Parent School Council and School banking accounts

Regulation 19 – Vendor: CPIC Consensus is that it should not be mandated to only use TCDSB approved vendors; a School Parent Council should have a checklist of non-TCDSB approved vendor if cheaper, are ethical and have no relationship with any School Parent Council member. All electronics must confirm to TCDSB requirements.

Regulation 20 - Annual Report: Parent School Council expected to post annual report and meeting minutes on the website should not need to provide a paper copy to a Trustee. A School Parent Council should follow a green initiative and not produce paper copies of any document.

Regulation 21 – Recordkeeping: The CPIC Consensus is that all records should be transparent and no fee should be charged if someone needs to view the documents but a fee should be charged if a paper-copy is requested by any individual.

Regulation 22 – Procedures: Operation procedures were provided but no Financial procedures were available.

Evaluation 2 - Fund Monitoring: "Will be monitored" - change wording, make it public who is going to be accountable and what will be measured.

Operational Procedure: This is an amplification of the Policy and will confuse parents no Operational Procedure are needed.

Financial Procedure: CPIC cannot comment on a document not provided.

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