

Monday April 08, 2019 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 – OPEN | W1 – Raul Tellez Rios | |
|----------------------------|---|--|--|
| Members Present | W2 – Geoffrey Feldman – Secretary | W2 – Natalia Marriott | |
| (voting Members): | W3 - Joe Fiorante – Vice Chair | W3 – OPEN | |
| | W4 – OPEN | W4 – OPEN | |
| | W5 – Melinda Hackett | W5 – OPEN | |
| | W6 – Gus Gikas - Treasurer | W6 – OPEN | |
| | W7 – Randy Bucao | W7 – OPEN | |
| | W8 – Ruth Oliveros - Assistant Treasurer 🕾 | W8 – | |
| | W9 – Jenny Romero | W9 – OPEN | |
| | W10 - | W10 – OPEN | |
| | W11 – Ben Xavier | W11 – Desmond Alvares - Communications | |
| | W12 – John Del Grande - Chair | W12 - | |
| | PMAL 1 – Isabel Starck | PMAL 2 – | |
| | 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: John Wujek | | |
| Attendance (ex officio and | TCDSB Trustee Representative or Designate: Garry Tanuan | | |
| non-voting): | TCDSB Parent Engagement & Toronto CPIC Liaison: | TCDSB Parent Engagement & Toronto CPIC Liaison: Manuela Sequeira | |
| | TCDSB Communications: Emmy Szekeres-Milne | | |
| | TCDSB Staff Support: | | |
| Apologies for Absence: | Anthony Antonucci (W12), Wendell Labrador (W8) | | |
| Absent: | Elizabeth Givens (W5 Acting); Annalisa Crudo-Perri (W10); Karla Coto (PMAL-2); Mary | | |
| | Laframboise (CR-2) | | |

| Guests and Public in | Norm Di Pasquale (W9 Trustee); Alasdair Robertson (Board Parliamentarian); Dennis Hastings, M. | |
|----------------------|--|--|
| Attendance: | J. McCallum (W9). | |
| | No other guests present | |
| Next Meeting: | Monday May 13, 2019 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 07:07 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 19/04-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda. | |
| | | Mover: <i>R. Tellez-Rios W</i> 1 Seconded: N. Marriott W2 Carried | |



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| 3 | Review, Approval & Confirmation of Minutes of Prior CPIC Meetings | The Minutes of the Meeting of Monday, February 11, 2019 were distributed After those present had an opportunity to review the Minutes, the following was proposed: Motion 19/04-02 MOVED THAT the Minutes of the Meeting of Feb 11, 2019, with corrections and changes, be formally approved and confirmed as the official record of proceedings. Mover: R. Tellez-Rios W1 Seconded: B. Xavier W11 Carried |
| 4 | Report from the Chair | Vice-Chair presided over the Meeting. J. Del Grande reported: Discussed CPIC operational items with Vice-Chair, Treasurer & Secretary Discussed various items with Director of Education and Director Designate Lift Jesus Higher Pre-Registration Setup & Coordination OAPCE Pre-Registration Setup & Coordination Setup electronic web services for e-meetings Attended subcommittee meetings & reviewed materials with subcommittee chairs Executive subcommittee (ward events, CPIC trade show kit) Coordinated Ward events with members Prepared agenda, reviewed draft minutes, & had discussion with various members Consolidated CPIC materials & produced parent/student charter postcard handout Attended OAPCE conference with other CPIC members Made Members aware of upcoming TCDSB Budget meetings Motion 19/04-03 MOVED THAT the Chair's Report is approved by the Members. |
| | | Mover: R. Tellez-Rios W1 Seconded: P. Bozzo CR1 Carried Chair presided over the Meeting. |
| 5 | Report from the Trustee Representative or Designate | Trustee Tanuan reported: OAPCE Conference success Parent Charter of Principles is being distributed by TCDSB Staff Board of Trustee Meeting held Feb 21, 2019 reported upon discussion of 2018-19 |
| 6 | Report from the Director of Education or Designate | The CPIC recommended informational signage was discussed at all the Principal meetings and it is expected to be put into place over the next few weeks. A reminder was sent to all principals to provide the end of year CSPC checklist, activity |



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| | reports, financial reports. • Also introduced the Parent Involvement policy consultation to ask the Principals to encourage the CSPC members to complete. • OAPCE conference was excellent and an example of Catholic parent engagement. | |
| 7 Financial Report from the Treasurer | CPIC Treasurer reported: An overview of spending (attached as Appendix "A") as reported by the TCDSB for March 31, 2019 was provided and discussed by the members. Motion # 19/04-04 MOVED THAT the Financial Report as presented be accepted. Mover: R. Tellez-Rios W1 Seconded: P. Bozzo CR1 Carried | |
| 8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings | Unfinished Business/Items Deferred from Prior Meeting: 8.1 CSPC Feedback/Situational Awareness Mechanism: Completed 8.2 Communication from the Board: Vice-Chair presided over the meeting. Whereas: CPIC has mandate to recommend to the Director of Education and/or the Board of Trustees matters that affect parent engagement Whereas: Key impacts to communication vehicle to engage parents via CSPC Chair email boxes Whereas: Key impacts to communicities and schools are typically items that affect policy, student achievement and other matters before the Board of Trustees Motion # 19/04-05 MOVED THAT the Toronto Catholic PIC members suggest to the Board of Trustees THAT: 1. The TCDSB Communications Team investigate the creation of a Monthly summary of relevant matters that come before the Board of Trustees and the decisions that they made as well as a listing of the upcoming TCDSB Policies that are scheduled for review; and, 2. A review of the regular communications currently distributed to a CSPC's by the TCDSB be undertaken to ensure that they are prepared from a Parents viewpoint, that all abbreviations used are fully explained, that it reaches the CSPC, and that it provides added value that contributes to the facilitation of Parent Engagement and Student Achievement. Mover: J. Del Grande W12 Seconded: J. Del Grande W12 Discussion Followed Motion # 19/04-05 Mover: G. Feldman W2 Amendment is Carried Motion # 19/04-05b Carried: 12 Yea 0 Nay Motion # 19/04-05b Carried: 13 Yea 0 Nay Part 2 of Motion 19/04-05 to be referred to the Board of Trustees - Carried: 13 Yea 0 Nay | |



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| I - | 3 Toronto Catholic PIC Websi | tters for | Which Notice Was Provided: |
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| I - | | | |
| sc W fil W W cc W | hools of the board [R612, 27(2) hereas: The TCDSB SharePoine sharing hereas: The TCDSB needs app hereas: Some PICs in the provemmunication tools. hereas: Toronto Catholic PIC & rent community. | n manda 2)b] t sites ar propriate vince and & Toront | rePoint: ated to communicate with and support school councils of the used for public and internal communications as well as oversight of materials that are publicly posted I CSPCs in the TCDSB already use external websites and to CSPCs need timely ways to share information with their If the Toronto Catholic PIC members recommends to the |
| | local sites as well as Toron 2. The Toronto Catholic PIC of site for posting of docume the local CSPCs. | nto Catho chair be p ents and o ne Princip | orovided Administrative access to the TCDSB CPIC/CSPC other resources on behalf of the Committee for use by pal, be encouraged to regularly post CSPC Agendas, |
| M | over: J. Del Grande W12 | | Seconded: I. Starck PMAL-1 |
| Di | scussion Followed | | |
| | rried: 13 Yea 0 Nay air presiding over the meetin | ng. | |
| | Matters A | Arising fr | om the Minutes of Prior Meetings: |
| CF Ap di Ra | stributed to TCDSB Parents at | igher Ral ler Motic \$25 per 93-page v | lly held March 2, 2019. on 19/02-06. 39 of 50 on consignment tickets were ticket this equals \$850 was due to the Lift Jesus Higher views from interested people. The schools represented at |



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| | Devine Infant |
| | A request was made to provide the quantity of email addresses collected at the Toronto Catholic PIC table. Motion # 19/04-08 MOVED THAT the Toronto Catholic PIC members receive the report as presented with the provision that the number of email addresses collected be disclosed to the Committee. |
| | Mover: B. Xavier W11 Seconded: R. Tellez-Rios W1 Carried Unanimously |
| | 8.5 OAPCE Report Back: OAPCE 80th Annual Parent Conference CPIC Sponsorship Report. The AGM Dinner was held on Friday April 5 th , 2019 and the Workshops on Saturday April 6th, 2019. |
| | Motion 19/01-07 approved arms-length CPIC member attendance up to \$100 per CPIC attendee. |
| | Motion 19/02-10 amended Motion 19/01-08 to subsidize TCDSB parent attendance based upon actual number of attendees, up to a maximum amount of \$10,000. |
| | CPIC Eventbrite Registration Breakdown: Ten Toronto Catholic PIC Members were Registered through Eventbrite For the AGM Dinner and Conference. Ninety-One TCDSB Parents were Registered through Eventbrite For the AGM Dinner and Conference. |
| | Parents from ALL 12 Wards were represented. Ward Breakdown Parents Registered Ward 1 – 1 parent Ward 2 – 8 parents Ward 3 – 6 parents Ward 4 – 13 parents Ward 5 – 10 parents Ward 6 – 3 parents Ward 7 – 3 parents Ward 7 – 3 parents Ward 9 – 9 parents Ward 10 – 10 parents Ward 10 – 10 parents Ward 11 – 11 parents Ward 12 – 9 parents For a Total of 91 TCDSB Parents that registered Whereas OAPCE has Invoiced CPIC for \$9,999 with the understanding that this amount is subject to adjustment after the report on the actual number of TCDSB Parents that attended has been submitted as required by Motion 19/01-08 and Motion 19/02-10. Motion # 19/04-09 MOVED THAT the Toronto Catholic PIC members receive the report as presented with the provision that the number of TCDSB Parents that attended the AGM dinner and that attended the Workshops be disclosed to the Committee. Mover: R. Tellez Rios W1 Seconded: G. Feldman W2 Carried Unanimously |
| 9 Subcommittee | STANDING (PERMANENT) SUBCOMMITTEES |
| Reports & | 9.1 Budget & Priority Setting Subcommittee |



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| Recommendations | Overview of meeting held March 4, 2019 was provided by the Vice Chair. The Budget & Priority Setting subcommittee meeting minutes were presented. |
| | Motion # 19/04-10 MOVED THAT the Toronto Catholic PIC members receive the report from the Budget & Priority Setting subcommittee. |
| | Mover: I. Starck PMAL-1 Seconded: J. Romero W9 Carried by Consent |
| | 9.2 Governance & Procedure Subcommittee Overview of meeting held March 20, 2019 was provided by G. Feldman. The Governance & Procedure Subcommitee minutes were presented. The next meeting is planned for April 10, 2019 to discuss structure and membership we are open to suggestions from all members. |
| | Motion # 19/04-11 MOVED THAT the Toronto Catholic PIC members receive the report from the Governance & Procedure subcommittee. |
| | Mover: R. Tellez-Rios W1 Seconded: N. Marriott W2 Carried by Consent |
| | 9.3 Nominating & Election Subcommittee No report presented. |
| | 9.4 Conference Planning Subcommittee No report presented. |
| | 9.5 Executive Subcommittee An overview of the meeting held March 18, 2019 was provided by J. Del Grande (see Appendix 'F'. A Request from the Ward 11 members to increase their allocation for their Ward event to pay for the speaker. The Executive Subcommittee approved a \$1,000 increase for a total allocation of \$2,000, as permitted under Motion 16/01-16 and Article 8.6 of the Toronto Catholic PIC Constitution. |
| | Motion # 19/04-12 MOVED THAT the Toronto Catholic PIC members receive the report from the Executive subcommittee. |
| | Mover: J. Romero W9 Seconded: R. Tellez-Rios W1 Carried by Consent |
| | Whereas Ward 11 is hosting a parent event entitled an 'Evening with Alyson Schafer' on May 9, 2019. Ward 11 parent members D. Alvares, B. Xavier, and I. Starck are requesting that members approve a budget of \$2,200 for this event which is an additional \$200 from that approved to date. The extra amount would be used to cover the budgeted amount for child minding. Trustee A. Kennedy has indicated that she would provide an amount of \$500 to cover the budgeted refreshments. |
| | Motion # 19/04-13 MOVED THAT the Toronto Catholic PIC members accept the request for funds from Ward 11 members to host the event in the total amount of \$2,200 proposed providing that the event is open to all TCDSB Wards. |
| | Mover: I. Starck PMAL-1 Seconded: D. Alvares W11 Carried Unanimously |
| | |



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| | SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES |
| | 9.6 Making Your Voices Heard An overview of the new and additional content was presented by N. Marriott. The link below to the Making Your Voices Heard draft page is available to all members. Please provide your input for the links: https://www.tcdsb.org/schools/A1School/ParentEngagementTest/Pages/default.aspx |
| | Motion # 19/04-14 MOVED THAT the Toronto Catholic PIC members receive the report from the Making Your Voices Heard subcommittee. |
| | Mover: R. Tellez-Rios W1 Seconded: G. Feldman W2 Carried by Consent |
| | 9.6 Communications and Dissemination Planning Subcommittee |
| | Deferred. |
| | Reports from 'EXTERNAL' Committees |
| | 9.7 CPIC/OAPCE/TCDSB Visioning Deferred |
| | 9.8 Nurturing Our Catholic Community (NCC) An overview of the TCDSB steering committee "Nurturing Our Catholic Community (NCC)" meeting held on February 24, 2019 was presented by J. Fiorante. Toronto Catholic PIC now is a member of the NCC, along with the OAPCE Representative, Trustee Representative(s), Archdiocese of Toronto Representative(s), Teacher Representative(s), Principal Representative(s), and Student Leaders Representative(s). |
| | It was stressed that the TCDSB has a lot of tools that we as parents don't take advantage such as Christian Meditation, Faith Formation etc. The Archdiocese of Toronto Representative Gary White mentioned that the pastors of all church in the Archdiocese of Toronto have recently received a document that helps them work with the schools to build the faith relationship. It is suggested that Members reach out to their pastor to find out more information. |
| 10 Reports from Parent Members: Ward | 10.1 Ward 11 Event: (see 9.5) |
| Representatives | 10.2 Board PAC: International Languages: Seven Trustees were in attendance. Parents need to select a date to have a day of action at Queens Park to demonstrate the importance of this program |
| 11 New Business and | New Business & Discussion items |
| Motions Arising Therefrom | 11.1 TCDSB Audit Report - CSPC: A ssummary of findings from the TCDSB Audit Committee were reviewed that required attension of staff or CSPCs. Members are encouraged to review and comment as necessary. |
| | 11.2 PIC/PIF Funds Clarification: There are numerous misconceptions around a School's historic Parent Involvement Funds, which Staff have addressed. Members should approach Finance/Business Services with any questions or comments. |
| | 11.3 PEIE Malvern Event: Within the TCDSB we have some struggling areas in terms of parent engagement and student achievement scores and the "Engage Malvern" Project is a pilot attempt to improve student well- |



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| | being and achievement results. The Project leaders have requested an endorsement and/or allocation of materials or funds to assist with this pilot program. It is referred to the Executive Subcommittee for consideration. The full 24-page comprehensive slide deck is available for member review. |
| | Motion # 19/04-15 MOVED THAT the Toronto Catholic PIC members refer the Engage Malvern Project to the Executive subcommittee for consideration. |
| | Mover: R. Tellez-Rios W1 Seconded: J. Romero W9 Carried by Consent |
| | 11.4 Parent Resource Library: Deferred |
| | Matters Referred from the Board of Trustees or Director of Education |
| | 11.5 Policy Refresh Consultation - S.10 [Parent Councils]: Combined with 11.6 and 11.7 |
| | 11.6 Policy Refresh Consultation - A.33 [Addressing Issues]: Combined with 11.5 and 11.7 |
| | 11.7 Policy Refresh Consultation - P.04 [CPIC]: Combined with 11.5 and 11.6 |
| | Three important policies that affect volunteer parents are being reviewed. CSPC policy S.10, A.33, and P.04 Catholic Parent Involvement Committee. With regards to S.10 and guideline A33, Staff have created some surveys for member and parent input using Google forms. |
| | Staff will also be holding a Town Hall consultation around these policies |
| | The target for approval by the Board of Trustees is that A.33 will be present in June 2019, and other two in September 2019. |
| | The Town Hall is planned for May 13, 2019 - 5:00 p.m. to 6:00 p.m. and 7:00 p.m. to 8:00 p.m. |
| 12 Announcements & | The formal meetings to held in the CPIC FY 2018/19 are: |
| Date, Time & Location of Next Meeting | Inaugural Meeting Monday October 15, 2018 Meeting #1 - Monday, November 19, 2018 Meeting #2 Monday, December 10, 2018 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 2018/19 Inaugural Meeting Monday Oct 21, 2019 2018/19 Meeting 1 Monday Nov 18, 2019 2018/19 Meeting 2 Monday Dec 09, 2019 |



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| | 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 # 19/04-16 MOVED THAT the meeting stand adjourned. |
| | Mover: N. Marriott W2 Seconded: B. Xavier W11 Carried |
| | The Chair declared the meeting adjourned and Members rose at 10:00 PM |

Respectfully submitted to the Members of Toronto CPIC,

John Del Grande, Chair

Geoffrey Feldman, Secretary

By resolution of the assembly (19/05-02) on Monday May 13, 2019



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APPENDIX "A" - Financial Report

CPIC Grant & Expenditure Summary As at March 31, 2019

| | CPIC 2018-19 FR 1452 | PRO Grant 2018-19 FR 1563 |
|--------------------------------------|----------------------------|---------------------------------|
| | | |
| APPROVED FUNDING | 21,262.00 | - - - |
| CARRYOVER FROM PREVIOUS YEAR | 52,695.41 | 3,278.82 |
| TOTAL FUNDING | 73,957.41 | 3,278.82 |
| EXPENSES: | | |
| Childcare | 330.00 | 25 |
| Election-Parent Recruitment Expenses | | 0: |
| Media Advertising | 2 | ¥ |
| Transcriptions | | 2 |
| Mileage | 634.82 | 2 |
| Parent Resources | | 2 |
| Printing & Supplies | 1,304.72 | 2 |
| Promotional Materials | 2,015.52 | 2 |
| Refreshments - Events | 498.47 | * |
| Refreshments - Meeting | 994.81 | * |
| Speaker Expenses | | * |
| Telecommunication | 1,833.33 | €. |
| Translation Services | | |
| TTC Tokens - Buses | | |
| TOTAL EXPENDITURES | 7,611.67 | 12 |
| CARRYOVER TO NEW YEAR | 66,345.74 | 3,278.82 |



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Appendix "B" CPIC Recommendation to Board of Trustees

Whereas: CPIC has mandate to recommend to the Director of Education and/or the Board of Trustees matters that affect parent engagement

Whereas: The Board has a communication vehicle to engage parents via CSPC Chair email boxes

Whereas: Key impacts to communities and schools are typically items that affect policy, student achievement and other matters before the Board of Trustees

Motion # 19/04-05a MOVED THAT the Toronto Catholic PIC members suggest to the Board of Trustees
THAT the TCDSB Communications Team investigate the creation of a Monthly summary of relevant matters that
come before the Board of Trustees and the decisions that they made as well as a listing of the upcoming TCDSB
Policies that are scheduled for review.



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Appendix "C" CPIC Recommendation to Director of Education

Whereas: CPIC has mandate to recommend to the Director of Education and/or the Board of Trustees matters that affect parent engagement

Whereas: The Board has a communication vehicle to engage parents via CSPC Chair email boxes

Whereas: Key impacts to communities and schools are typically items that affect policy, student achievement and other matters before the Board of Trustees.

Motion # 19/04-05b MOVED THAT the Toronto Catholic PIC members suggest to the Director of Education THAT a review of the regular communications currently distributed to a CSPC's by the TCDSB be undertaken to ensure that they are prepared from a Parents viewpoint, that all abbreviations used are fully explained, that it reaches the CSPC, and that it provides added value that contributes to the facilitation of Parent Engagement and Student Achievement.

Whereas: Toronto CPIC has been mandated to communicate with and support school councils of schools of the board [R612, 27(2)b]

Whereas: The TCDSB SharePoint sites are used for public and internal communications as well as file sharing

Whereas: The TCDSB needs appropriate oversight of materials that are publicly posted

Whereas: Some PICs in the province and CSPCs in the TCDSB already use external websites and communication tools.

Whereas: Toronto Catholic PIC & Toronto CSPCs need timely ways to share information with their parent community.

Motion # 19/04-07 MOVED THAT the Toronto Catholic PIC members recommends to the Director of Education THAT:

- 1. TCDSB Staff review the process used to provide timely updates currently posted to CSPC local sites as well as Toronto Catholic PIC centralized sites.
- 2. The Toronto Catholic PIC chair be provided Administrative access to the TCDSB CPIC/CSPC site for posting of documents and other resources on behalf of the Committee for use by the local CSPCs.
- 3. TCDSB Schools, through the Principal, be encouraged to regularly post CSPC Agendas, Minutes and other articles to the local TCDSB School Sites.