



# TORONTO CPIC ANNUAL REPORT 2018-2019

## Toronto Catholic Parent Involvement Committee

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CEC

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# TO OUR STAKEHOLDERS

## Strategic Highlights

CPIC has provided renewed focus on fostering discussion and bringing forward relevant value to Parents across the TCDSB ensuring to bring forward recommendations that can be implemented. We have also had a significant changeover in membership which has brought forward new ideas and energy, and our existing members have embraced positive change.

## Financial Highlights

Expenses were in line with budget targets and plans are in place for a surplus reduction effort over the next 24-months to substantially increase the visibility of CPIC and host more parent events. Policies will be updated to ensure consistency in funding requests/activities.

## Operating Highlights

Despite some positions remaining vacant, this past year saw membership stabilize and increased interaction and respect between members. Discussions are focused on improving parent engagement at local schools and at the Board overall. We continue to solicit feedback from local CSPCs on both successes and challenges.

### HOW A PARENT INVOLVEMENT COUNCIL FULFILLS ITS PURPOSE:

- providing boards with advice on parent engagement and how to communicate with parents
- developing strategies and initiatives to help boards engage more parents in their children's learning at home and at school
- sharing information with, and supporting the work of, school councils within the boards

## Looking Ahead

Our current bylaws were written in 2011, and CPIC structure & function has mainly remained unchanged since that time. This next year, with revised Bylaws, we will see a substantial change in not only the makeup of the Committee, but its interaction within the Board and overall relevancy in moving parent engagement forward in the TCDSB.



John Del Grande, Chair

# CPIC STRUCTURE & MEMBERSHIP

## Voting Members:

- 24 Parent Ward Members: elected by parents (two-year term)
- 4 Parent Members (at large) – elected by Parent Ward Members (one-year term)
- 3 Community Representatives – appointed by the committee (one-year term)

## Non-Voting Members:

- Trustee representative
- Director of Education or designate
- Liaison Officer to the TCDSB



### ELECTED PARENT MEMBERS

Ward	REPRESENTATIVE 1	REPRESENTATIVE 2
1	Allision Canning (x-Father Serra) <sup>(1)</sup>	Raul Tellez Rios (St. Angela)
2	Geoff Feldman (Father John Redmond)	Natalia Marriott (Michael Power)
3	Joe Fiorante (St. Jane Frances)	-Vacant-
4	-Vacant-	-Vacant-
5	Melinda Hackett (Cardinal Carter)	Elizabeth Evans (St. Edward) <sup>(2)</sup>
6	Gus Gikas (St. Mary of the Angels)	-Vacant-
7	Randy Bucao (Senator O'Connor)	-Vacant-
8	Ruth Oliveros (Cardinal Leger)	Wendell Labrador (St. Barnabas)
9	Jenny Romero (St. Thomas Aquinas)	-Vacant-
10	Annalisa Crudo-Perri (Chaminade)	-Vacant-
11	Ben Xavier (St. Gerald)	Desmond Alvares (x-Senator O'Connor)
12	John Del Grande (St. Agatha)	Anthony Antonucci (St. Ursula)

(1) RESIGNED FEBRUARY 2019 (2) RESIGNED JUNE 2019

### ELECTED PARENT AND COMMUNITY MEMBERS

POSITION	NAME & ASSOCIATION
Parent-At-Large 1	Isabel Starck (St. Bonaventure)
Parent-At-Large 2	Karla Coto (St. Angela)
Parent-At-Large 3	-Vacant-
Parent-At-Large 4	-Vacant -
Community 1	Patricia Bozzo (St. Conrad -OPACE Toronto)
Community 2	Mary Laframboise (Faith in Our Child)
Community 3	-Vacant-

### TRUSTEE REPRESENTATIVES AND TCDSB STAFF

POSITION	NAME & ROLE
Trustee Rep	Garry Tanuan, Trustee, Ward 8
Trustee Alternative Rep	Norm Di Pasquale, Trustee, Ward 9
Communications Department	Emmy Szekeres Milne, Manager
Parent Engagement Office	Manuela Sequeira, Coordinator
Director of Education Designate	John Wujek, Superintendent

# OFFICERS & MEETINGS

## CPIC OFFICERS

POSITION	MEMBER	TERM ENDING
<b>Chair</b>	John Del Grande (Ward 12)	October 2020
<b>Vice-Chair</b>	Joe Fiorante (Ward 3)	September 2019
<b>Secretary &amp; Past Chair</b>	Geoff Feldman (Ward 2)	September 2019
<b>Treasurer</b>	Gus Gikas (Ward 6)	September 2019
<b>Communications Director</b>	Desmond Alvares (Ward 11)	September 2019
<b>Assistant Secretary</b>	-Vacant-	-
<b>Assistant Treasurer</b>	Ruth Oliveros (Ward 8)	September 2019
<b>Assistant Communications Director</b>	-Vacant-	-

## MEETINGS

A parent involvement committee must meet at least four times in each school year.

Toronto CPIC meets up to 8 times per school year - usually on the 3rd Monday of every month except March, July, and August. All meetings are open to the public. Any parent or guardian, at the Chair's discretion, may comment on the subject under discussion, but only members can vote. CPIC meetings are held at the Catholic Education Centre, 80 Sheppard Ave East.

During the 2018-2019 CPIC Year the Committee met:

Meeting #	Date
Inaugural	Monday, October 15th, 2018
1	Monday, November 19th, 2018
2	Monday, December 10th, 2018
3	Monday January 21st, 2019
4	Monday, February 11th, 2019
5	Monday, April 8th, 2019
6	Monday, May 13th, 2019
7	Monday, June 17th, 2019
Special	Monday, August 12th, 2019
8	Monday, September 16th, 2019



Highlights from the Ward 11 Event at Senator O'Connor (May 2019)

# SUBCOMMITTEES

Much of the work of CPIC takes place with Members between meetings. The following subcommittees were struck during the year:

## **Budget & Priority Setting Subcommittee**

The committee updated CPIC policy #5: Expense Policy based on a referral from the Committee in September, simplifying the rules, aligning amounts with Board policy and proving clarity to members going forward.

## **Governance & Procedure Subcommittee**

This subcommittee was the most active during the year, taking on the work of recommending simplification changes and re-evaluating all aspects of CPIC's function and membership. Members met on average every two weeks between April and July.

## **Nomination & Election Subcommittee**

This subcommittee suspended most of its work given the subcommittee's work efforts in revising CPIC election & membership rules.

## **Conference Planning Subcommittee**

Recommending ward/central conference ideas and options to the committee. With the large OAPCE conference occurring in Toronto, members recommended conducting one mid-size event per ward.

## **Making Your Voices Heard Subcommittee**

Reviewing Board staff feedback and layout suggestions and producing a final draft version for approval by Committee in late 2019.

## **Communications & Dissemination Subcommittee**

Subcommittee members reviewed the CPC website for improvements; also considered creation of Ward Representative kits to support CSPCs and CPICs function.

# RECOMMENDATIONS PROVIDED

CPIC discusses issues of concern from parents as it relates to school councils and overall parent engagement at our schools and from the Board overall. Periodically, in support of our mandate, official recommendation resolutions are made:

## RECOMMENDATIONS MADE TO THE DIRECTOR OF EDUCATION

Members raised the issue, that in support of creating a welcoming environment and that new or prospective parents to schools may not easily be able to find key information:

*That the school Board enact uniform school-based signage that conveys: a). name and contact information for the school principal; b) name and contact information for the school vice-principal; c) name of the school secretary and contact information for the school; d) name of the CSPC Chair and TCDSB contact information; e) name and contact information for the school superintendent; f) name and contact information for the ward trustee; g). school board main information line and website*

Members also wanted to ensure both local Parent Councils & CPIC are properly supported to post timely and pertinent information for their parent community:

*a) TCDSB staff review the processes to provide for timely updates to be posted to local school CSPC & central CPIC sites; b) CPIC Chair be provided administrative access to the internal CPIC/CSPC site for posting of documents & resources for the committee and parent councils; c) Schools through the principal be encouraged to regularly post CSPC agendas, minutes and other artifacts to the local TCDSB school sites.*

## RECOMMENDATIONS MADE TO THE BOARD OF TRUSTEES

- 1. That the Communications team investigate creation of a monthly summary of relevant matters and decisions that have come before the board of trustees and upcoming board policies scheduled for review.*
- 2. That a review of regular communications from the board be undertaken that currently include distributions to CSPCs to ensure they have a parent lens and provide added value that contribute to the facilitation of parent engagement & student achievement*

## CPIC SPONSORED EVENTS

### Ward 8 Event: Faith in Our Child Speaker Series - How to Effectively Parent Adolescent Children

Tuesday December 11<sup>th</sup>, 2018 at St. Barnabas Catholic School.

The McKernans, both personable and humourous, drew heavily on their professional formation and experience in child and adolescent counselling, their family experience with their 10 children, and their Catholic faith.



### Lift Jesus Higher Toronto Rally

Saturday March 2nd, 2019 at the Metro Convention Centre.

CPIC was represented with a vendor table and provided tickets for 34 parents to attend.



### Ontario Association of Parents in Catholic Education - 80<sup>th</sup> Annual Conference

Saturday April 6<sup>th</sup>, 2019 at Madonna Catholic Secondary School.

Conference/Dinner tickets were provided for CPIC Members along with 91 parents from various TCDSB wards. Delegates attended sessions, discussed education topics and engaged with parents from across the province. CPIC distributed parent resource materials.



### Ward 11 Event: Anxiety in Children

Thursday May 9<sup>th</sup>, 2019 at Senator O'Connor Secondary School.

Our key speaker, Alyson Schafer, delivered a fantastic presentation complete with props, demonstrations and a unique, hands on exercise. As a family therapist, counsellor and well known Canadian parenting expert: her insights, basic tips, and longtime wisdom from her 15+ years in practice helped the audience feel they are not alone on this journey.



### Filipino Heritage Month Gala with Cardinal Thomas Collins

Wednesday June 12, 2019 at the TCDSB Board Office.

His Eminence gave remarks about the relationship of Church and schools in a modern world focusing on challenges and how parents play a role in strengthening this relationship

# ACTIVITIES & HIGHLIGHTS



## ❖ Increased Transparency:

- Meeting Agenda packages including all items for discussion and all backup reports are being compiled before monthly Monday meetings and posted online. Subcommittee agenda and minutes are also being consistency maintained.

## ❖ Trade Show Kit:

- The Committee approved creation of two CPIC trade show kits including banners, tablecloths and a full suite of parent hand-outs,

## ❖ CPSC Workshop series:

- Supported the efforts of the TCDSB Parent Engagement department in their series of CSPC workshops for members and specifics for Chairs, Secretaries and Treasurers. Member Officers of CPIC acted as speakers for these events.

## ❖ Commentary on Board Polices under Review:

- CPIC examined and commented on policies being considered by the Board of Trustees including CSPC and Addressing Parent Concerns.

## ❖ TCDSB Staff Presentations:

- CPIC heard from TCDSB Board Officials on such items as the 2019/20 Budget, Faith Formation and highlights from the IT Strategic Plan.

## ❖ Parent Engagement Materials:

- CPIC developed and continues work on 'Parent Engagement & Parent Involvement Triangle' that highlights easy steps with links to other resources.

## ❖ Parent & Student Charter Handouts:

- CPIC printed post cards with the TCDSB Parent & Student Charter (bill of rights) as a resource for parents and students.

## ❖ Allocation for Ward Events:

- CPIC provided budgets to support a parent engagement event in each Ward where Members and a host school were interested to bringing a speaker in on relevant topics of interest.

## ❖ Introduction of Web Conferencing:

- Added feature to support increased member & public engagement in future meetings. As a trial, all Governance & Policy meetings were conducted remotely.

## ❖ Parent Resource Libraries

- Requested a report on current state of parent resource locations in schools.



# FINANCIAL SUMMARY

The Province of Ontario through the Ministry of Education currently provides boards with \$5,000 annual base funding and 17 cents per student to fund its Parent Involvement Committee.

This year, we were provided a budget of \$21,262 and there was a carryover of \$52,695 from previous years.

CPIC enacted a policy where we allocate our yearly budget into two categories:

- 60% for Meeting & Operations: This supports the day-to-day work of the Committee through our meetings, including member expenses & supplies.
- 40% for Parent Engagement Projects: This goes towards events that benefit different constituencies of parents across the school Board including speakers, materials and refreshments for attendees.

## 2018/2019 Budget Summary: (from September 1, 2018 to August 31, 2019)

	Meetings	Events/Projects
Childcare	\$735.00	\$120.00
Mileage/Transportation	\$1,348.89	\$0.00
Printing & Supplies	\$813.92	\$802.08
Events Promotion & Attendance Fees	\$0.00	\$12,711.52
Refreshments	\$2,891.91	\$1,606.50
Speakers	\$0.00	\$3,264.80
Telecommunications	\$3,883.62	\$0.00
Consulting	\$1,500.00	\$0.00
	<b>\$9,887.93</b>	<b>\$19,790.31</b>

Remaining carryforward budget to 2019/2020 is \$44,279.17

## APPENDIX & THANKS

### LEGISLATED PURPOSE

The purpose of a parent involvement committee is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being

### WHY WE EXIST

The Toronto Catholic Parent Involvement Committee is the legislated parent voice at the Toronto Catholic District School Board for parents of students in TCDSB schools.

### MISSION

To improve student academic achievement and the emotional, spiritual and physical well-being of students by supporting, encouraging and enhancing meaningful parent engagement.  
CPIC focuses on system-level matters affecting more than one school.

On behalf of CPIC & TCDSB, I thank each of our Committee Members for the value, insight and time they provide.

Thanks to all the School Parent Councils, Parents, Community Organizations & TCDSB staff that supported CPIC throughout the year.