



REPORT TO

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

### REPORT ON METRICS FOR THE CATHOLIC SCHOOL PARENT COUNCIL, POLICY S.10 2018-2019

*"May he give you the desire of your heart and make all your plans succeed." Psalm 20:4*

Created, Draft	First Tabling	Review
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#### INFORMATION REPORT

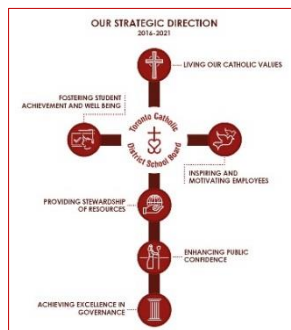
**Vision:**

*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.*



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Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

This report provides metrics on the activities and valued contributions of the Toronto Catholic District School Board (TCDSB) Catholic School Parent Councils (CSPCs) for the academic year of 2018-2019 at the local level.

This report also includes the engagement and learning opportunities provided by staff to parents and to Catholic School Parent Councils.

*The cumulative staff time required to prepare this report was 20 hours*

## **B. PURPOSE**

1. The purpose of this report is to comply with the TCDSB Catholic School Parent Council Policy, S. 10, metrics requirements that the “*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. Consistent with Ontario Regulation 612 on *School Councils and Parent Involvement Committees*, “the purpose of [Catholic] school councils is, through the active participation of parents, to improve pupil achievement and to enhance the accountability of the education system to parents.”

2. The TCDSB’s Parent Engagement and Communications Departments play a guiding and supportive role to Catholic School Parent Councils and staff in the promotion and enhancement of effective parent engagement that is in harmony with TCDSB’s shared vision of transforming the world through witness, faith, innovation and action.

3. At the system level, staff from these and other departments work closely with TCDSB’s Catholic Parent Involvement Committee (CPIC) and the Ontario Association for Parents in Catholic Education - Toronto (OAPCE-Toronto) to maximize support to the local Catholic School Parent Councils.

## D. EVIDENCE

### Catholic School Parent Council Activities and Parent Engagement Initiatives

1. Consistent with Ontario Regulation 612, s.24 (1) and (2) that every school council submit an annual report on its activities, including a financial report.
2. For 2018-2019 academic year, 117 school councils complied with the regulatory requirement by electronically submitting a CSPC annual report.

The chart below provide some highlights from the reports submitted (Appendix A):

<b>2017-2018 Metrics</b>	<b>2018-2019 Metrics</b>
35% of councils submitted a report	60% of councils submitted a report
96% of councils had 6+ meetings	100% of councils had 6+ meetings
60% of the councils had a designated OAPCE-Toronto representative	74% of the councils had a designated OAPCE-Toronto representative
66% of CSPCs raised funds to support the purchase of learning materials	73% of CSPCs raised funds to support the purchase of learning materials
63% of CSPCs raised funds to support the Arts	72% of CSPCs raised funds to support the Arts
54% of CSPCs raised funds to support the sports	69% of CSPCs raised funds to support the sports
60% of CSPCs raised funds to support the transportation for events/excursions	68% of CSPCs raised funds to support the transportation for events/excursions
72% of CSPCs raised funds to support celebrations (graduation/sacraments)	83% of CSPCs raised funds to support celebrations (graduation/sacraments)
51% of CSPCs raised funds to support humanitarian/charity organizations	53% of CSPCs raised funds to support humanitarian /charity organizations

3. In addition to the support that CSPC fundraised moneys contributed to the enhancement of curriculum and extra-curricular activities for students, the

following are some examples of CSPC initiatives and activities that contributed to parent education and engagement at the local level:

- family evenings events on topics, such as: math; science; STEAM; technology; fitness; wellness; dance and job fairs;
- parent workshops on themes, such as: developing resilience in children; social media; stress management; healthy eating; healthy living; meditation; self-regulation; handling peer pressure and Toronto Public Health services; and
- community events, such as; beginning and/or end of the year BBQ; pancake Tuesday; fun fairs; dance and bingo nights.

### Parent Reaching Out (PRO) Grants

1. In spring of 2018, the Parent Engagement Department applied and received Ministry approval for a Parent Reaching Out (PRO) Regional grant with a total value of \$7, 500.
2. In the spring of 2018, 135 school councils applied and received Ministry approval for PRO grants for a total value of \$133, 991 for school-based projects to support parent engagement at the local level for the 2018-2019 academic year.
3. Out of the 135 school councils that received funding for applications placed in the spring of 2018, 95 councils used some or all approved grant funds by the end of the grant cycle.
4. As per the Ministry's request, the TCDSB returned the remaining unused school council 2018-2019 grant funds of \$52, 745.02 to the Ministry.

### Parent Involvement Committee (PIC) Grant

1. The Ministry of Education provides each school board with funds to be allocated to local CSPCs to support school-based parent engagement initiatives.
2. These funds are to find local solutions that lessen barriers to parent engagement and enhance the participation of parents, with the goal of equity of outcomes for all students.

3. In September, each school is allocated an annual PIC grant of \$500.
4. In 2018-2019, 46 percent of schools made use of some or all the allocated annual funds for parent learning and engagement activities.
5. Currently there is a TCDSB balance of \$192,053.30 of unused PIC funds (Appendix B).

### System Activities and Resources Supporting and Promoting Parent Leadership

1. As per the action items identified in the Metrics Report of CSPC, Policy S. 10, 2017-2018, the following items were implemented:
  - standard contact school information available to all parents was implemented in all schools (Appendix C);
  - support and materials were provided to CSPC chairs, and staff, in order to achieve 100 percent compliance of updating and accessing TCDSB assigned email to all CSPC chairs;
  - exit surveys were provided at all parent events/workshops;
  - standard accounting and reporting forms were created and distributed to assist CSPCs with budget planning, collection and disbursement of moneys raised;
  - standard accounting and reporting forms were developed for presenting information to Council on school accounts;
  - the Communications Department added the following parent groups who have an assigned TCDSB email to to the 'weekly wrap-up': CPIC, CSPC, OAPCE-Toronto and Special Education Advisory Committee (SEAC);
  - the Communications Department conducted a 'weekly wrap-up' survey asking for parent input on improving the current communication format; and
  - beginning in June of 2019, a monthly summary of parent-related items/policies that were presented at all Board meetings, was added to the 'weekly wrap-up' on the last Friday of every month.
2. In collaboration with Toronto CPIC and OAPCE-Toronto on October 18<sup>th</sup>, 2018, the Parent Engagement Department hosted its annual CSPC orientation to provide resources, networking and learning opportunities to newly elected CSPC executives.

3. Following this event, with feedback from the 2017-2018 CSPC annual report, from workshop exit surveys, and from the Parent Engagement Department, the following 4 workshops were developed for 2018-2019:

<b>Date</b>	<b>Workshop Content</b>	<b>No. of Participants</b>
19/11/18	The Role Responsibility of the Chair Communication	55
29/01/19	The Role & Responsibility of the Treasurer Fundraising in Schools	62
26/02/19	The Role & Responsibility of the Secretary Conflict Resolution	45
13/05/19	School By-Laws CSPC End of the Year Activity and Financial Reporting New On-Line Submission	60

4. In addition to the workshops provided, an online CSPC bank of resources was created to provide CSPC chairs, principals and vice-principals with resources to build capacity, support and facilitate the operation of the councils.

5. The coordinator of the Parent Engagement Department provided resources/reminders via email with regards to the operation requirements and timelines of CSPCs, as well as, responding daily, via phone and/or email, to council executives' and staffs' inquiries.

6. The superintendent and coordinator of Parent Engagement presented at principal meetings in 2018-2019, and at the Head Start Symposium for newly promoted administrators in the summer of 2018, on the following topics:

- the role and importance of councils;
- CSPC executives roles and responsibilities;
- the responsibility of the principal;
- CSPC elections and timelines;
- block budget and school bank accounts reporting to CSPC
- CSPC financial reporting;
- CSPC annual activity and financial report; and

- the role of Toronto Catholic Parent Involvement Committee (CPIC) and Ontario Association of Parents in Catholic Education – Toronto (OAPCE- Toronto) as TCDSB parent engagement partners.

7. To provide parents who may not participate fully in the school due to potential language and cultural barriers, the Parent Engagement Department, in collaboration with the International Languages Department applied for, and received, a Parent Reaching Out (PRO) Regional Grant, entitled, *Engaging and Supporting our Diverse Parent Communities in their Heritage Language*.

Parents and community leaders were empowered and supported to plan, organize and deliver parent learning sessions targeted to their specific needs.

The workshops were delivered in the parent’s heritage language, in existing International Language Elementary (ILE) after-hour centres, where parents had an established quasi-parent council.

The chart below illustrates the topics and parent participation at 3 ILE after-hour centres:

<b>Date</b>	<b>Centres- ILE Language Workshops</b>	<b>No. Of Participants</b>
26/05/19	<i>St. Jane Frances-Vietnamese</i> *Parents as Mirrors for Children *Transition to High School	220
01/06/19	<i>James Culnan - Vietnamese</i> *Developing Good Study Habits Now for The Future *Healthy Balanced Lifestyle	200
08/06/19	<i>St. Mary of the Angels-Tigrinya</i> *Building Networks of Parents Advocacy at the Day School *The Education System	180

8. The Director of Education, staff from the Parent Engagement Department, trustees, and members of CPIC attended the 80<sup>th</sup> annual OAPCE-Ontario conference and gala. The CPIC subsidized the attendance of 100 Catholic School Parent Council OAPCE-Toronto designated representatives.

The following were some highlights of the event:

- mass with His Eminence Thomas Cardinal Collins;
- a keynote from Greg Rogers on the purpose of Me to We;
- parent workshops; and
- an evening gala that recognized, among others, the Director and Chair of the Board for their work in Catholic Education.

### Policy Consultation

1. In May of 2019, the Parent Engagement Department launched consultation on the *Catholic Schools Parent Councils*, Policy S.10 and *Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns*, Policy A.33.

The consultation process provided a variety of forums for TCDSB’s parent engagement partners with opportunities to provide feedback on policies that directly impact parent involvement at the school level.

The chart below illustrates the consultation format and metrics:

<b>Date</b>	<b>Format</b>	<b>Group</b>	<b>No. of Participants</b>
05/19	On-line Survey	CSPCs	86 Councils
13/05/19	Town Hall	All Parents & CSPCs	65 Parents
13/05/19	CPIC Meeting	CPIC/OPACE	24 Members

## **E. METRICS AND ACCOUNTABILITY**

1. The metrics and accountability framework as outlined in Catholic School Parent Council, Policy S. 10, will be the basis for this report and for assessing parent engagement impact.
2. The data in this report will continue to serve as the benchmark for strategy improvement to enhance and support continued parent engagement, and partnership enhancement.

## **F. STAFF RECOMMENDATION**

This report is for the consideration of the Board.



