

**APPROVED MINUTES OF THE REGULAR MEETING OF
THE CATHOLIC PARENT INVOLVEMENT COMMITTEE
PUBLIC SESSION**

VIRTUAL MEETING VIA ZOOM

HELD MONDAY MAY 11, 2020

1. Call to Order

The Chair called the Meeting to Order at 7:11PM and opened the video/teleconferencing bridge.

The Chair indicated that the Board is still pending appointing a Recording Secretary to CPIC. Minutes are being captured by the Chair.

2. Opening Prayer

Opening prayer was led by Trustee Tanuan.

3. Roll Call & Apologies

Trustees: T. Lubinski (W4)
G. Tanuan (W8)
N. Di Pasquale (W9)

Elementary Parent Members:

John Del Grande (W12), Chair
Joe Fiorante (W3), Vice-Chair
Jennifer Di Francesco (W1)
Natalia Marriott (W2)
A.J. Hepburn (W4)
Daniel Oliveira (W5/W)
Gus Gikas (W6)
Dan Kajioka (W7)
Jennifer Traer (W9)
Annalisa Crudo-Perri (W10)
Isabel Starck (W11/S)
Anthony Antinucci (W12)

Secondary Parent Members:

Kathleen McGinnis (Central)
Geoffrey Feldman (West)

Staff: J. Wujek (Director Designate)
M. Sequeira (Parent Engagement Coordinator)
E. Szekeres-Milne (Communications)

Apologies were extended on behalf of Wendell Labrador (W8/W) and Katie Piccinnini (OAPCE-Toronto)

4. Approval of the Agenda

MOVED by Natalia Marriott, seconded by Isabel Starck, that the draft Agenda & Addendum as presented be approved.

By Unanimous consent, the Motion was declared

CARRIED

5. Declarations of Interest

None declared by Members present.

6. Approval & Signing of the Minutes of the Regular Meeting Held April 20, 2020 for Public Session

MOVED by Daniel Oliveria, seconded by Gus Gikas, that the minutes of the meeting held April 20, 2020 be approved.

By Unanimous consent, the Motion was declared

CARRIED

7. Presentations & Reports from Committee Officials

7a) Chair Report & Appendices

The Chair read the report and updated the Committee on advocacy work CPIC has been undertaking with OAPCE-Toronto.

MOVED by Gus Gikas, seconded by Joe Fiorante that the report from the Chair be received.

By Unanimous consent, the Motion was declared

CARRIED

7b) Treasurer Report

MOVED by Joe Fiorante, seconded by Daniel Oliveria that the Report from the Treasurer as of April 30, 2020 be received.

By Unanimous consent, the Motion was declared

CARRIED

8. Delegations

No delegations were registered or appeared before the Committee.

9. Unfinished Business & Matters Arising Out of Minutes

9a) TCDSB 2020-2021 Budget Recommendations

The projected Grants for Student Needs (GSN) have not yet been released by the Ministry of Education. The Board will be considering budget reports throughout June. It was suggested that the Chair of CPIC add school block budgets to any delegation being considered.

Joe Fiorante assumed the role of Chair.

10. Notice of Motion

10a) From J. Del Grande (W12): PRO Grant Allocations

MOVED by John Del Grande, seconded by Gus Gikas that CPIC recommend to the Board of Trustees:

Whereas: PRO Grants allocations were made available to TCDSB schools wards in Feb 2020

Whereas: Schools were not able to spend or schedule PRO Grant sessions due to the COVID-19 lockdown.

Whereas: Schools have outstanding PIC grants that were not spent and will likely to continue receive yearly PIC grants.

Whereas: School Communities need practical ideas & supports to best utilize this grant.

Whereas: Learnings from the application process & forms need refinement to ensure that schools have demonstrated the capacity and plans to effectively spend the grant with continued priority towards EPAN schools.

BE IT RESOLVED THAT:

1. The Pro-Grant Ward and school allocations for 2019-2020 school year be rescinded.
2. That the funds be deferred to the 2020-2021 school year (subject to approval by the Ministry of Education)
3. A revised application process for 2020/21 to come back in June be recommended by CPIC.

By Unanimous consent, the Motion was declared

CARRIED

10b) From J. Del Grande (W12): CPIC Recording Secretary Support

MOVED by John Del Grande, seconded by Daniel Oliveria that CPIC recommend to the Board of Trustees:

Whereas: CPIC has undertaken efforts to reform its Committee with updated Bylaws.

Whereas: CPIC aims to be a full statutory Committee of the Board.

Whereas: Public agendas should be produced with sufficient material to aid Members in their meeting and being transparent to the community

Whereas: Agenda preparation is taking an excessive amount of manual preparation time from parent volunteers.

Whereas: Agendas for all other TCDSB committees are supported centrally.

Whereas: The TCDSB has invested in E-Scribe agenda software.

BE IT RESOLVED THAT:

1. Agendas for CPIC be compiled & distributed through E-Scribe with the support of the TCDSB Recording Secretary.
2. The Chair/Vice-Chair of CPIC to approve the final agenda before distribution consistent with in-force CPIC Bylaws.
3. Recording Secretary support be provided for creation of minutes of CPIC starting September 2020.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting continued with John Del Grande in the Chair

10c) From J. Di Francesco (W1): CSPC Email Lists

MOVED by Jennifer Di Francesco, seconded by Geoffrey Feldman that CPIC recommend to the Board of Trustees for implementation by September 2020:

1. Add a checkbox to annually collected parent consent/information forms & the online soars system to Include a checkbox to allow parents to consent to the sharing of their email with school's school council
2. That the TCDSB setup a working group to implement Procedures & tools within the board's email, communications and/or crm systems for the purposes of allowing School Councils to effectively timely communicate with parents of their school community while respecting privacy & unsubscribe requests.

A discussion took place and the following list of suggestions were made:

- a) Correct the terms: SOAR and Catholic School Parent Council
- b) Add CPIC as a recipient
- c) Add TCDSB staff as appropriate to the working group
- d) Add TCDSB Email account
- e) Add CSPC Chairs or CPIC reps
- f) Add short-term and long-term plans

MOVED by Annalisa Crudo-Perri, seconded by Isabel Starck that the matter be tabled and the Chair reword a draft motion after a brief recess.

The Chair declared a 10 minute recess.

The Meeting resumed at 8:56PM with John Del Grande in the Chair.

MOVED in AMENDMENT by Jennifer Di Francesco, seconded by Geoffrey Feldman that the original presented motion be rescinded and replaced with CPIC recommend to the Board of Trustees for implementation by September 2020:

Whereas: The Ontario Education Act, Regulation 612/00 (School Councils) Consultation with Parents s23. states: A school council shall consult with parents of pupils enrolled in the school about matters under consideration by the council.

Whereas: The Ontario Ministry of Education School Councils, A Guide for Members (2001): states that: Characteristics of Effective School Councils: Communicate with the community about their activities.

Whereas: School Council Chairs require means to timely communicate with their school community on important issues of concern to parents or activities of the council.

Whereas: The Alberta School Council Guide: Alberta School Councils'

Association (2007) states: “Communication is the most useful tool to get people interested in the work of school council. Letting parents and community members know about school council meetings and sharing information about school council decisions, directions and activities helps keep them interested. · Collect and maintain a list of parents’ names, addresses, phone numbers and email addresses. · Use email to send meeting notices, event announcements, requests for help and updates on school issues.”

Whereas: The Toronto District School Board of Trustees approved a similar recommendation on Parent Email Sharing with School Councils from PIAC (Parent Involvement Advisory Committee) in May 2019: “ That school registration forms include a checkbox to allow parents to consent to the sharing of their email with school’s school council to facilitate communication increased engagement by the school councils with the school community. PIAC requests that this be completed to be included in the 2019 Fall welcome packages to parents. · Collect and maintain a list of parents’ names, addresses, phone numbers and email addresses. · Use email to send meeting notices, event announcements, requests for help and updates on school issues.”

BE IT RESOLVED THAT:

1. The TCDSB add appropriate checkbox(es) to the annually collected parent consent/information form & the online SOAR system to allow parents to consent to receiving communications via email directly from their CSPC & CPIC (using only the respective [cspcchair/cpicchair]@tcdsb.org accounts)
2. The TCDSB setup a working group made up of Board staff & parent representatives to: implement procedures & tools (both addressing short-term & long-term) using various systems for the purposes of allowing school councils to effectively & timely communicate with parents of their school community while respecting privacy & unsubscribe requests.

By Unanimous consent, the Motion was declared

CARRIED

10d) From I. Starck (W11S): Engagement of non-CSPC school parents

MOVED by Isabel Starck, seconded by Annalisa Crudo-Perri that CPIC refer to the Communications & Parent Resource Standing Committee to develop materials & best practices on ‘ideas to allow non-elected parents of CSPCs the opportunity to engage, assist & help within their school community’.

By Unanimous consent, the Motion was declared

CARRIED

Joe Fiorante assumed the Chair.

10e) From J. Del Grande (W12): CPIC Meeting Broadcasts

MOVED by John Del Grande, seconded by Natalia Marriott that CPIC recommend to the Board of Trustees:

Whereas: The COVID-19 school lockdown has required all school Board committee meetings to occur virtually

Whereas: CPIC has basic access to tools & technology for facilitating virtual meetings between its Members.

Whereas: The Education Act requires Parent Involvement Committee meetings to be open to the public

Whereas: The TCDSB has facilities & technology to broadcast to the public

Whereas: The TCDSB recently broadcast the meeting for SEAC

Whereas: CPIC needs to keep the credentials & access to its meetings private to prevent unauthorized individuals from entering and/or disrupting the meeting.

BE IT RESOLVED THAT:

That the Board facilitate broadcasting of virtual meetings of CPIC in a similar fashion to the Board of Trustee meetings or other mutually agreeable publicly accessible format.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting continued with John Del Grande in the Chair

11. Communications Received

11a) From Trustee Li Preti: Ward 3 Joint TCDSB-TDSB Event Flyer

Joe Fiorante spoke to the Committee on the origin of the Trustee meeting and invited Members to share with their parent contacts who live in the area.

12. Program/Policy Consultation (Committee of the Whole)

12a) Input into search for next TCDSB Director of Education

MOVED by Daniel Oliveria, seconded by Gus Gikas that CPIC recommend to the Board of Trustees that The Board of Trustees engage parents in the recruitment & selection of the next Director of Education for the TCDSB by seeking input into the Director of Education profile.

By Unanimous consent, the Motion was declared

CARRIED

12b) TCDSB Policy S.10

MOVED by Joe Fiorante, seconded by Gus Gikas that the matter be deferred to the next meeting of the Committee.

By Unanimous consent, the Motion was declared

CARRIED

13. Subcommittee & Special Committee Reports

13a) Budget & Priorities Standing Subcommittee

MOVED by Joe Fiorante, seconded by Gus Gikas that the recommendations of the Budget & Priorities Standing Committee on the revised surplus allocation plan be approved.

By Unanimous consent, the Motion was declared

CARRIED

13b) Conference & Events Standing Subcommittee

MOVED by Isabel Starck, seconded by Natalia Marriott that CPIC endorse moving forward with a catalogue of webinar events and that proposed topics be referred to the Events Coordinator.

By Unanimous consent, the Motion was declared

CARRIED

13c) Communications & Parent Resource Standing Subcommittee

13d) Making Your Voices Heard Special Subcommittee

No updates from Committee Chairs at this time - Meetings to be scheduled.

15. Reports from TCDSB Board Officials

15a) Director-Designate for CPIC: Superintendent Wujek - Monthly Update

Superintendent Wujek gave an update on the TCDSB continued response to COVID-19 and the shift to Learn-At-Home model. A revised framework document is now available for parents.

16. Report from Trustee or Trustee Designate

Trustees Tanuan & Di Pasquale updated the Committee on matters before the Board of Trustees.

17. Parent Member & Community Member Reports

No reports from Parent Members at this time.

18. Update from the Board on prior CPIC resolutions recommended

No outstanding CPIC recommendations.

19. Pending List

Pending list was reviewed and no corrections or changes were noted

20. Adjournment

MOVED by Geoffrey Feldman, seconded by A.J. Hepburn that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 10:28PM



CPIC SECRETARY



CPIC CHAIR