



REPORT TO

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

**TORONTO CATHOLIC PARENT INVOLVEMENT
COMMITTEE ANNUAL REPORT – 2019-2020**

“For we are his workmanship, created in Christ Jesus for good works, which God prepared beforehand, that we should walk in them” Ephesians 2:10

Created, Draft	First Tabling	Review
November 16, 2020	December 3, 2020	Click here to enter a date.

J. Wujek, Superintendent of Education Area 5, Parent Engagement
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INFORMATION REPORT

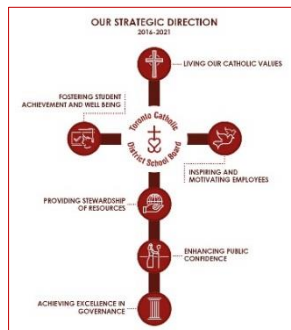
Vision:

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.



Brendan Browne, PhD
Director of Education

D. Koenig
Associate Director
of Academic Affairs

L. Noronha
Associate Director of Facilities,
Business and Community
Development, and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report outlines the Toronto Catholic Parent Involvement Committee facilitated and sponsored initiatives for the 2019-2020 academic year.

The cumulative staff time required to prepare this report was 12 hours

B. PURPOSE

1. This report complies with the Action After request made on January 28, 2016 that an Annual Information Report on Toronto Catholic Parent Involvement Committee (CPIC) activities be added to the rolling calendar.
2. Staff was to report on the statistics of meetings, activities and initiatives undertaken by Toronto CPIC.

C. BACKGROUND

1. In the fall of 2019, in collaboration with the Toronto CPIC chair, a decision was made for this report to be replaced with the Toronto CPIC annual report to Board, with the following provisions:
 - i. The Toronto CPIC annual report will include information under the following headings:
 - CPIC Mandate and Purpose;
 - CPIC Structure and Membership;
 - CPIC Officers and Meetings;
 - CPIC Sub-Committees;
 - Recommendations Provided and Action-After;
 - CPIC Sponsored Events;
 - CPIC Activities and Highlights; and
 - CPIC Financial Summary.
 - ii. The director's designate will add any missing gaps to the report, should there be non-compliance from CPIC in creating the report and/or if the CPIC chair is no longer in office.

- iii. The Toronto CPIC annual report will be presented at the October CPIC meeting for endorsement and referral to Student Achievement and Well Being.
- iv. The Toronto CPIC annual report will then be presented to Student Achievement and Well Being by November 30th of year academic year.
- v. The Toronto CPIC chair will provide the Toronto CPIC annual report to all Catholic School Parents Councils (CSPCs) via email.
- vi. The director will post the Toronto CPIC annual report on the TCDSB website.

D. EVIDENCE

- 1. The Toronto CPIC Annual Report - 2019-2020 (Appendix A) was presented at Board by the CPIC Chair at Regular Board on October 15, 2020.
- 2. The Toronto CPIC Annual Report - 2019-2020 (Appendix A) provides a detailed outline of the CPIC facilitated and sponsored initiatives for the 2019-2020 academic year, including a financial summary of its activities.
- 3. The summary includes information on parent conferences and workshops, the distribution of resources to Catholic School Parent Councils and the monetary sponsorship for parent events.

Action - After Items to Recommendation Made to the Director of Education

- 1. After hearing ongoing challenges from local Parent Councils, members wanted to ensure that the new Cash Online system is maximized to support Council fundraising activities and simplify cash management.
The Director of Education review options in the TCDSB school cash online system configuration to allow:
 - a. *Options to specify a fundraiser/event when donating to a School CSPC.*

- b. Mandatory entry of a student name when external donations are being made to a school CSPC fundraiser or event.*
- c. Proper access for CSPC Chairs to pull reports for activities related to CSPC co-sponsored activities.*

- Updated resource materials were made available to CSPCs.
- The Board also committed to reviewing features & functionality with the system vendor.

Action - After to Recommendations Made to the Board of Trustees

1. Added to the challenges of this past school year was labour unrest between various unions and the Provincial Government:
 - a. The Board ensure timely information to parents & guardians about possible and potential labour action and its impact.*
 - b. In the event of a withdrawal of services, the Board advise parents opportunities where they may be able to volunteer to continue to make some extra-curricular activities available.*
 - c. In the event of a strike - The Board make pre-arrangements where feasible with organizations that may be able to provide programs or child minding in schools, during the school day with reduced permit fees.*
- Only (a) was adopted as Board staff expressed operational and timing concerns to implement (b) & (c).
2. To support the Parent Involvement Committee function, Members wanted to ensure that parent volunteer time is used to support parent advocacy over administrative activities.
 - a. Agendas for CPIC be compiled & distributed through E-Scribe with the support of the TCDSB Recording Secretary.*
 - b. The Chair/Vice-Chair of CPIC to approve the final agenda before distribution consistent with in-force CPIC Bylaws.*
 - c. Recording Secretary support be provided for creation of minutes of CPIC starting September 2020.*
- All motions were approved and are in the process of being implemented.

3. For years, CSPCs have raised the concern of being able to communicate to parents within their school effectively, CPIC continues to advocate for better ways to conduct this activity ensuring consistency in practice.
 - a. *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).*
 - b. *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.*
- A modified motion was approved for Board staff to work with CPIC on timely school communications for CSPCs and to evaluate tools being used at the TDSB.
4. In order to provide transparency & accessibility to parents, CPIC lobbied for an ability to web broadcast meetings – especially in light of e-meetings and guests unable to attend in person.
 - a. *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.*
- The motion was approved. In the process of being implemented.
5. The director of education sets the operational tone within the school Board and sets expectations of staff and creating effective processes.
 - a. *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.*
- The motion was approved. CPIC and OAPCE was consulted for feedback by the recruiting firm.

6. It was brought to CPICs attention of material made available to parents & students during pandemic lockdown, promoting screen time and activities for children that could morph into cyberbullying.

- a. As to how this inappropriate content made it to our website especially during the focus of mental health awareness wellness week.*
- b. That memes be incorporated into cyber bully teaching of the health curriculum and students are made aware how bad things start with a simple picture and comment.*
- c. That the Mental Wellness Department re-evaluate the suggestion of using electronic devices as a mental break especially in a time in our society where the mental break required is from the electronic device.*

- The motion was approved. Staff are reviewing external links more closely and moving forward.

7. CPIC heard from CSPCs and parents about the successes & challenges in the Distance Learn-At-Home that occurred between March-June. Many concerns were raised about inconsistency by schools, teachers and technology used.

A report be requested, documenting all metrics captured during distance learning:

- a. the tools, programs, techniques, synchronous, asynchronous teaching, etc. used;*
- b. the percentage of educators using these techniques;*
- c. how all educators have been kept accountable during distance learning; and*
- d. how equitable and consistent delivery of learning opportunities was provided by all our schools across the TCDSB.*

Using this report, as we prepare ourselves to do this again in the fall; better and more efficient and give all our educators all the necessary tools and protections so that our students can get the education they rightly deserve.

- The motion was approved. Board staff provided metrics and a go forward plan.

8. CPIC had been advocating to ensure the new Parent Council policy was passed in time for the start of the 2020/2021 school year and to ensure fair elections.

That the Board of Trustees approve in conjunction with Policy S.10:

- a. *That the new mandated TCDSB Standard CSPC Bylaw Template with local adaptations as defined in Regulation 10 (of Policy S.10) be implemented no later than October 2021.*
- b. *That the [Virtual] Election Process as defined by the Board's Parent & Community Relations Department be required to be followed for this upcoming CSPC elections.*
- c. *That CPIC recommend to the Director of Education that the instructions & templates for CSPC elections be modified such that: Parents be informed of the public meeting dates & times of the AGM with Council Elections and a separate date or time for the CSPC.*
- d. *Inaugural Meeting which would include the election of executive members.*

- The motion was approved and implemented.

E. METRICS AND ACCOUNTABILITY

1. This annual summary of Toronto CPIC activities serves as an assessment of the committee's work to support parental engagement at TCDSB.
2. Advice provided to the Board of Trustees and the director of education and any action arising out of this advice will be monitored and assessed.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.