

**MINUTES
BUDGET AND PRIORITY SETTING SUBCOMMITTEE
OF THE
TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**

Held Monday December 6, 2021

Attendees

Elementary Parent Members:

Jennifer Di Francesco (W1)
Solimen (Sam) Hilwi (W2)
Joe Fiorante (W3)
Gus Gikas (W6)
Ivana Calabria-Pantaleo (W10)

Secondary Parent Members:

Teresa De Stefano (East)

Surplus Drawdown

Create a 2 year plan to spend funds that have been carried over in the past years.

Amount	\$61,118.84
2021-2022	
Board wide Event – Mental Wellness	\$2,000
Conference (May 2022)	\$20,000
CSPC Appreciation Evening (June 2022)	\$5,000
Board wide Speaker	\$6,000
2022-2023	
Conference	\$20,000
CSPC Appreciation Evening	\$5,000
Total	\$58,000

2021/2022 GSN funding of \$21,771 will follow Policy 5 Annual Budgeting.

Current Policy ANNUAL BUDGETING		Policy No. 5	Pages 2
		Revision No. 1	Issued [YYYY-MMM-DD] 2018-09-17
Scope Toronto CPIC Budget	Effective On [YYYY-MMM-DD] 2018-OCT-01	Approved By Toronto Catholic Parent Involvement Committee	
		Approved On [YYYY-MMM-DD] 2018-09-17	

POLICY PERSPECTIVE

Parent Councils across Ontario are provided an annual allocation [based on student enrolment] to provide funding for operations of the Committee. Operational budget needs to ensure adequate ability for the Committee to function recognizing members are volunteers and to ensure fair and consistent allocations for expenditures. Toronto CPIC also as historically ensured a portion of its funding can also support ongoing parent engagement activities in the Board.

POLICY

Each fiscal year Toronto CPIC will allocate its initial budget and budget constraints as follows:

- 60% of Base funding will be allocated to Meetings & Operations
- 40% of Base funding will be allocated to Parental Engagement Activities [separate from any Parent Reaching Out Grants applied for/received]

Meeting & Operations will be further budgeted by the Treasurer as follows:

Childcare or Dependent Care	10%
Mileage/Transportation and Travel	30%
Printing & Supplies	15%
Refreshments & Food	15%
Telecommunications	20%
Annual Elections	10%

1. The treasurer may solicit members to understand potential needs and formulate cost estimates. He/she may also make recommendations to the committee on strategies and options to meet budget targets.
2. Toronto CPIC may at any time through an approved motion, reallocate in-year targets as required

DOCUMENT REVISION HISTORY

Revision	Date	Document Change History
01	2018-09-17	Original Approved by Motion 18/09-12