



# TORONTO CATHOLIC DISTRICT SCHOOL BOARD

## DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

For Board Use Only

Delegation No.

- ☐ Public Session  
☐ Private Session  
☐ Five (5) Minutes

**PLEASE BE ADVISED THAT ALL STANDING COMMITTEE MEETINGS ARE BEING RECORDED**

Name: Cheryl Bristol-Matte

☒ Copy Provided

**Standing or Other Committee:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Corporate Affairs, Strategic Planning and Property | <input type="checkbox"/> SEAC          | <input type="checkbox"/> Student Achievement & Well-Being, Catholic Education, Human Resources |
| <input type="checkbox"/> Governance Framework                               | <input type="checkbox"/> Special Board | <input checked="" type="checkbox"/> Other  |

Date of Presentation: June 11, 2015

Topic or Issue: TCDSB to Parent Communication

Details: CPIC suggests the collection of parent/guardian email addresses

Action Requested: \_\_\_\_\_

**Check One Box**

- ☐ I am here as a delegation to speak only on my own behalf.
- ☐ I am an official representative of the Catholic School Advisory Committee.  
School \_\_\_\_\_ Position \_\_\_\_\_
- ☐ I am an official representative of student government.  
School \_\_\_\_\_ Position \_\_\_\_\_
- ☒ I am here as a spokesperson for another group or organization.  
Name of group Catholic Parent Involvement Committee aka CPIC

Date: May 29, 2015

Address: 80 Sheppard Avenue East

Postal Code: \_\_\_\_\_

Signature:

Telephone: \_\_\_\_\_

e-mail cebristolmatte.cpicw5r02@gmail.com

Please remember to save your completed form to your computer before submitting.

Please fax to Recording Secretary at 416 229 5353 or by email [lalita.fernandes@tedsb.org](mailto:lalita.fernandes@tedsb.org)



## Toronto Catholic Parent Involvement Committee

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### **TCDSB to Parent Communication**

**WHEREAS** parent communication methods varies from school to school with the majority using costly printed material as the preferred media selected by and/or supported by the School Principal or the Administrative Staff,

**AND WHEREAS** parent communications from the TCDSB Central Department(s) seems to always be unnecessarily passed through the School Principal before being forwarded to the Parent,

**AND WHEREAS** following the spirit of 21<sup>st</sup> Century Education skills development initiatives ("Creativity, Collaboration, Communication, and Critical-Thinking") and the TCDSB could be more creative, collaborative when communicating with parents and guardians,

**AND WHEREAS** the TCDSB needs to reduce their operating cost and minimizing printed material would be a good cost-saving mechanism,

**AND WHEREAS** using electronic means of communication could be tailored to the preferred language of the Parent,

**AND WHEREAS** this initiative can be considered a step towards our TCDSB next 3-year pastoral plan "Together With One Voice – Harmonizing Faith in our Families, Parishes and Schools"

**AND WHEREAS** the TCDSB has stated in the Multi Year Plan under Strengthening Public Confidence - Strategic Actions that 'the Catholic Parent Involvement Committee will be provided with support to improve parent engagement and communications strategies' and this motion is considered an important step to achieving this vision

**It is MOVED THAT** Toronto CPIC suggests to the Trustees and the Director of Education that commencing in September 2015 and in every academic year thereafter that a notice similar to that attached be sent out to all parents and guardians requesting an email address that could be used by the TCDSB be supplied in order to be able to communicate with them electronically. The privacy of the email address will of course be respected by the TCDSB, and it will only be used for sending out electronic versions of their child's school newsletter and other general school communications, TCDSB sanctioned newsletters and other general TCDSB sanctioned communications. As the collection of email progresses it is hoped that the email will be sent in the language selected by the parent or guardian. All specific one-on-one communications regarding the child will continue to be sent as individually agreed upon between School Staff and the Parent.

**Moved By:** Cheryl Bristol Matte - W5 parent Representative

**Seconded By:** A J Hepburn - W2 Parent Representative

**Motion # 15/05-04**

**Carried**

Sample Letter

**School logo and address:**

Starting in September, **MM/DD/YY**, **-NAME OF SCHOOL** will be issuing the newsletter to parents and guardians by email only. A paper copy will be available by request.

***All email addresses provided will remain confidential to the TCDSB***

Please complete the information below and return this form to your youngest child's teacher.

We thank you for your cooperation.

**School Principal or School Secretary's Name**

\_\_\_\_\_

☐ We currently receive the school newsletter and other school communication by email.

☐ We do not receive any email communication or we are not sure if we receive all email.

Please add my email address below to the parent list.

email address(es) \_\_\_\_\_

\_\_\_\_\_

**Teacher:** \_\_\_\_\_

**Youngest Child Name:** \_\_\_\_\_

**Sibling(s):** \_\_\_\_\_

**Parent/Guardian Names** \_\_\_\_\_