



## APPENDIX A - CPIC Report 2016-17 **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August 2017

### **OPENING STATEMENT**

Dear Director of Education, Chair of Trustees, TCDSB Parents and members of the Toronto Catholic Community:

The Toronto Catholic Parent Involvement Committee had a very busy and engaging year.

As you are probably aware, the purpose of your Committee is to promote, support, encourage and enhance parent engagement and parent involvement in your child's or children's education to help improve their academic achievement and well-being.

We are first and foremost a parent-centric body. Our primary means of achieving our purpose and objectives is by providing information and advice on parent engagement and parent involvement to the TCDSB through the Director of Education and the Chair of the Board of Trustees.

In addition, we work co-operatively with and support each of the school councils (CSPCs), through the principals of TCDSB schools, and the Chairs and members of each CSPC, to help the members develop skills and acquire knowledge to help them engage parents at the school level.

Finally, we directly undertake activities to help parents of students in TCDSB schools support their children's learning-whether at home or at school. We work to:

- share effective practices to help engage parents, especially parents who may find engagement challenging, in their children's learning;
- identify and reduce barriers to parent engagement; and,
- help ensure that TCDSB schools create a welcoming environment for parents of its students.

All our meetings are open to the public to encourage communication from parents and other members of the Toronto Community.

We wish to acknowledge the challenging work, dedication and commitment of the many individuals who volunteer their time to contribute to the success of your Committee over the past year. All members of this committee have contributed in some way but these members have put in extra time and effort: D. Hastings for his attendance and reporting on Board of Trustee & Committee



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Meetings, recording of CPIC events, attendance at CPIC meetings. J. Fiorante for keeping the books and accounting records of CPIC expenditures, as well as providing needed advice. R. Oliveros, M. Ching, N. Ang, C. Bristol-Matte, A. Bela Da Silva for lending an ear to ideas and concerns. R. Oliveros, M. Ching, N. Ang for always being willing to look after the Parent Resource Tables at events. K. Muthiah for reminding me why we volunteer and J. Del Grande for providing clarity to our Motions.

### **COMMITTEE MEMBERS**

Your Committee has 28 positions to be filled by parents/guardians of students enrolled at a TCDSB school. In odd number years, we hold elections for 12 Parent Members: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an odd-numbered ward. In even number years, we hold elections for 12 Parent

Member: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an even-numbered ward. Parent Members: Ward Representatives commit to a two-year term or if appointed or elected at a by-election for the period remaining in the term. The remaining 4 Parent Member: At-Large positions are open to all parents/guardians throughout the TCDSB system. These parents/guardians commit to a one-year term or if after October of each year for the term remaining. Parent Member: At-Large positions are elected/appointed by your Committee during one of its meeting.

Elections for the Parent Member: Ward Representatives for Even Numbered Wards was held on Monday October 5, 2016. By-elections for the Parent Member: Ward Representatives for Odd Numbered Wards not fully represented, was held on Wednesday October 7, 2016.



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The following parents are the Toronto Catholic PIC Team for the FY2016-17:

Parent Members: Ward Representatives who were elected in each Ward or appointed by your Committee:

Mr. G. Feldman (Chair) (W2), Ms. S. Mastronardi (W2), Mr. L. Asenjo (W3), Mr. Nilo Ang (W3), Ms. A. Crudo-Perri (W4), Mr. J. Fiorante (Treasurer) (W4), Ms. J. Seymour (W5), Ms. C. Bristol-Matte (Vice-Chair) (W5), Ms. M. Hardwyk (W6), Mr. N. Goncalves (W6), Mr. D. Rodriguez (W7), Ms. R. Oliveros (W8), Ms. M. Lim Serrano (W8), Mr. M. Ching (W9), Mr. K. Muthiah (W10), Mr. L. Lobo (W11), Mr. B. Xavier (W11), Ms. P. Corpuz (W12), Mr. J. Del Grande (W12).

Parent Members: At-Large that were appointed by the Parent Member: Ward Representatives Ms. R. Del Grosso (PMAL1), D. Alvares (PMAL2), Ms. A. Bela Da Silva (PMAL3)

Community Representative(s) that were appointed by your Committee Mr. S. Boodoo (CR1), Mr. D. Hastings (CR3).

### **COMMITTEE MEETINGS**

Your Committee met nine times during the fiscal year. Meetings were held on the following dates:

Orientation and Inaugural Meeting Monday October 17, 2016  
Meeting #1 - Monday, November 21, 2016  
Meeting #2 - Monday, December 19, 2016  
Meeting #3 - Monday, January 16, 2017  
Meeting #4 - Monday, March 06, 2017  
Meeting #5 - Monday, May 02, 2017  
Meeting #6 - Monday, May 15, 2017  
Meeting #7 - Monday, June 19, 2017  
Meeting #8 - Monday, September 18, 2017



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Minutes of meetings held and financial records are available for public inspection at the TCDSB's offices at 80 Sheppard Avenue East in Toronto. In addition, Minutes are posted on the TCDSB website.

### **SUBCOMMITTEES & PROJECTS**

Major accomplishments of your Committee in FY2016-17 included the following:

- Motions Presented to the Board of Trustees on January 26, 2017
  - Long-Term Accommodation and Program Plan (LTAP & LTPP) Parent Consultation.
  - Use Toronto Catholic Parent Involvement Committee & Ontario Association of Parents in Catholic Education - Toronto Region for selecting the best way to involve parents.
  - How Do Parents Delegate to the Board of Trustees?
  - Communicate to Parents the plan, if any, for Grade 3 and 6 EQAO test replacement.

The presentation went well but the four separate items were erroneously combined into one Agenda Item and was not discussed on their separate merits. The suggestions were referred to Staff, and Staff were directed to report their findings back to Toronto Catholic PIC. The report-back was presented to the Toronto Catholic PIC at the March 5, 2017 meeting.

- Motions presented to the Board of Trustees on September 21, 2017
  - Parent Friendly Improvements to your Community Engagement Policy & Handbook T07
  - Review the Cost - Benefit of investing in School Connects Parent Portal and Synervoice at the Elementary panel.
- Your Committee Funded these TCDSB Parent Engagement Events
  - Proudly Pinoy at St. Margaret's CES for \$2,000.
  - Student Transitioning Event Area 5 & 6 at the CEC for \$600.
  - Lego and Hospitality "Math n the Dark Ages" event for the St. Bruno CES and St. Raymond CES \$500.



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- Administrative Matters handled
  - Safekeeping of the Toronto Catholic PIC photograph collection.
  - Notetaker fee and annual adjustments.
  - Develop a Parent Involvement Survey.
  - Community Representation on Toronto Catholic PIC.
- Attendance and Dissemination Parent Engagement resource information.
  - Proudly Pinoy Event 2017
  - Lift Jesus Higher Event 2017
  - Let's Get Together Expo 2017
- Toronto Catholic PIC - PRO-Grant Events
  - Ward 4 "A Night Of Motivation" with Wes Williams. Led by CPIC Reps A. Crudo- Perri & J. Fiorante.
  - Ward 6 "Preparing Healthy Foods and avoid Diabetes". Led by CPIC Reps M. Hardyk & N. Goncalves.
  - Ward 7 "Screenagers Movie Screening" Led by CPIC Rep D. Rodriguez.
  - Ward 8 "School Structure and Model For Student Success" with Anne Kidder.

CPIC Led by CPIC Rep R. Oliveros.

- Ward 11 Faith In Our Child II "Our Parish, Our Spiritual Goal" with Father K. Lau, Mr. & Mrs. B. Xavier, et al. Led by CPIC Reps B. Xavier & L. Lobos.
- Presentations by TCDSB Staff
  - PIC Symposium – selection of 5 CSPC Members for attendance.
  - TCDSB Hot Weather Policy.
  - TCDSB Extended Heat Warning Policy.
  - KEB Online Banking Solutions - School Cash Online.
  - TCDSB 2017-18 Budget Information Session.
  - Institute for Catholic Education (ICE) Consultation on Catholic Education.
  - Proposed CPIC & CSPC Forum



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The following Subcommittees were established by your Committee:

**Budget & Priority Setting Subcommittee.** The Chair of this Subcommittee is part of the responsibility of the Toronto Catholic PIC Vice-Chair who was Ms. C. Bristol-Matte.

**Governance & Procedure Subcommittee.** The Chair of this Subcommittee Mr. J. Del Grande was appointed on Monday October 17, 2016.

**Nominating & Elections Subcommittee.** The Chair of this Subcommittee was appointed on Monday October 17, 2016 – his name was Mr. D. Hastings. The members of the Nominating and Elections Subcommittee were: Mr. M. Ching; Mr. N. Ang; Ms. R. Oliveros. The Nominating and Elections Subcommittee was responsible for recruiting Parents for vacant Parent Member roles on Toronto Catholic PIC. Working with Staff on the screening of potential Parent Members. To review other ideas to attract and recruit members for the 2018 Elections.

**Conference Planning Subcommittee.** The Chair of this Subcommittee Mr. B. Xavier was appointed on Monday October 17, 2016. However, due to work pressures Mr. J. Fiorante took on this role. This Subcommittee was responsible for the assignment, budgetary control and reporting of the 2016-17 PRO-Grant approved Ward Events.

The following Ad-hoc Subcommittees were established by your Committee

**Communications & Dissemination Subcommittee** Monday October 17, 2016 under the leadership of Mr. D. Hastings. This ad-hoc Subcommittee was tasked with the role of developing Toronto Catholic PIC communication pamphlets, Event Photographs and Recording, Parent Handouts, Banners, etc.

**TCDSB Delegation Process Subcommittee** Monday January 16, 2017 under the leadership of Ms. J. Seymour. This ad-hoc Subcommittee was tasked with working with TCDSB Staff to develop a pamphlet suitable for parents to understand the delegation process.



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**FINANCIAL REPORT**

We attach our Annual Financial Statement for your further information.

**SUMMARY/OTHER**

Finally, we would like to wish the best of luck to candidates who will stand in the Parent Member: Ward Representative's Odd Wards elections to be held on October 2, 2017 and Ward 6 and 10 by-elections to be held on October 4, 2017. Issues that we foresee as being important matters for the consideration of the new Committee following the October 2017 elections include:

- Review and improve the December 2013 Toronto Catholic PIC suggestion on Toronto Catholic PIC visibility.
- Review and improve the April and May 2015 Toronto Catholic PIC suggestions for parent engagement improvements on how Toronto Catholic PIC & our School Councils (CSPC) communicate directly with their Parent Community.
- Continue work on the Toronto Catholic PIC Parent Survey.
- Continue work on clarifying Community Representation on Toronto Catholic PIC.
- Continue work on the "Making Your Voices Heard as a Parent" theme to prepare a Suggestion to the TCDSB and Board of Trustees.
- Continue work on the "Parent Involvement Opportunity" chart.

Sincerely yours,

A handwritten signature in black ink, appearing to read "G. Feldman", is written over a horizontal line.

*Geoffrey Feldman*

Chair

September 18, 2017

cc: **Director of Education, Toronto Catholic District School Board**  
**Chair of the Board of Trustees, Toronto Catholic District School Boar**



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**Year-End Financial Report of the Toronto Catholic Parent Involvement Committee**

<b>CPIC Grant &amp; Expenditure Summary</b>	<b>CPIC 2016-17</b>	<b>PRO GRANT 2016-17</b>
<b>As at August 31, 2017</b>	<b>FR 1344</b>	<b>FR 1369</b>
<b>APPROVED FUNDING</b>	<b>20,106.00</b>	<b>10,000.00</b>
<b>CARRYOVER FROM PREVIOUS YEAR</b>	<b>43,833.90</b>	<b>-</b>
<b>TOTAL FUNDING</b>	<b>63,939.90</b>	<b>10,000.00</b>
<b>EXPENSES:</b>		
Childcare & Supplies	1,451.44	
Election-Parent Recruitment Expenses	-	
Media Advertising	-	298.00
Transcriptions	-	
Mileage	41.60	
Parent Resources	-	2,588.45
Printing & Supplies	7,165.04	
Promotional Materials	2,233.47	
Refreshments - Events	2,145.36	858.33
Refreshments - Meeting	1,167.35	
Speaker Expenses	795.00	2,300.00
Telecommunication	3,405.65	
Translation Services	-	
TTC Tokens - Buses	-	
<b>TOTAL EXPENDITURES</b>	<b>18,404.91</b>	<b>6,044.78</b>
<b>Balance</b>	<b>45,534.99</b>	<b>3,955.22</b>