



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of the Inaugural Meeting of the Toronto CPIC

Monday October 16, 2017

~ Catholic Education Centre ~

7:00 P.M.

Meeting Time & Location:	7:00 PM to 10:00 PM	CEC – Catholic Teachers Centre
Chair:	Geoffrey Feldman	
Secretary (note-taker):	NTC Reporting & Transcription Inc.	

Parent & Community Members Present (voting Members):	<p>W1 – Alison Canning W2 – Geoffrey Feldman – Chair W3 – OPEN W4 – Annalisa Crudo-Perri W5 – Nilo Ang W6 – Paul Matos (Acting) W7 – Rosanna Del Grosso (Acting) W8 – Ruth Oliveros W9 – S. Brooke Hunter W10 – Kana Muthiah W11 – W12 – Paulina Corpuz ☎</p> <hr/> <p>PMAL 1 – Karla Coto PMAL 3 –</p> <hr/> <p>Com Rep 1 – Natalia Marriot (OAPCE-T) Com Rep 3 – Dennis Hastings</p>	<p>W1 – Mark de Domenico W2 – Sandra Mastronardi W3 – OPEN W4 – Joe Fiorante – Treasurer W5 – W6 – OPEN W7 – OPEN W8 – Yvonne Yeung (Acting) W9 – OPEN W10 – OPEN W11 – Desmond Alvares - Communications W12 – John Del Grande – Vice Chair</p> <hr/> <p>PMAL 2 – PMAL 4 –</p> <hr/> <p>Com Rep 2 – David Rodriguez ☎ Telephone Symbol</p>
Other Members In Attendance (<i>ex officio</i> and non-voting):	<p>TCDSB Director of Education or Designate – John Wujek and Rory McGuckin TCDSB Trustee Representative or Designate – Garry Tanuan or Maria Rizzo TCDSB Parent Engagement & Toronto CPIC Liaison – Manuela Sequeira TCDSB Communications – Emmy Szekeres-Milne TCDSB Staff Support: Pat Perry</p>	
Apologies for Absence:	Ben Xavier	
Absent:		

Guests and Public in Attendance:	<i>No other guests present</i>
Next Meeting:	Monday NOV 20, 2017 Location: CEC @ 7:00 PM

AGENDA ITEMS	DISCUSSION & DECISIONS
1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer	<p>The Chair welcomed everyone, and after the round-table introductions, called the meeting to order at 07:04 PM.</p> <p>After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted.</p> <p>Trustee Tanuan led the opening prayer.</p>
2 Adoption of Proposed Agenda	<p>This being the Inaugural meeting of the Committee, no additions and changes can be made to the Inaugural Agenda, and the Agenda stands as presented.</p>
3 Report from the Chair	<p>Previous Treasurer presided over the Meeting.</p> <p>G. Feldman reported:</p> <ul style="list-style-type: none"> • Review of CPIC's Code of Ethics and the Seven Virtues. • Review of Catholic PIC's mandate. • Review of Meeting process and procedure • Review of 2017-18 Plans/PRO-Grant

APPROVED MONDAY NOVEMBER 20, 2017 MOTION: 17/11-02



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	<ul style="list-style-type: none">Announcement of Acting Parent Members Paul Matos (W6), and Rosanna Del Grosso (W7), Yvonne Yeung (W8)Yvonne Yeung to be appointed at the Special Meeting tonight.Presentation of Certificates of Appreciation.Review and signing of Conflict of Interest Form.Signing of Media Release Form. <p>Chair presided over the Meeting.</p>
4 Financial Report from the Treasurer	<p>CPIC Treasurer reported.</p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for the year ending September 30, 2017 was provided and discussed by the members.</p>
5 Elections of Vice Chair	<p><u>Election of Chair (Even Years) or Vice Chair (Odd Years)</u></p> <p>G. Feldman stepped aside as the Chair</p> <p>Superintendent Wujek assumed the presiding officer's chair per §7.6 of the Constitution & Bylaws of Toronto CPIC.</p> <p>Superintendent Wujek: Read §7.8 on page 8 - Description and Duties of the Vice-Chair. Opened the floor for nominations. Chaired the Election Process.</p> <p>Elections: 16 Parent Members: Ward Representative voting Sandra Mastronardi nominated John Del Grande (accepted); seconded by Annalisa Crudo-Perri. Geoff Feldman nominated Desmond Alvares (accepted); seconded by Kana Muthiah.</p> <p>Speeches: Desmond Alvares John Del Grande</p> <p>Vote Results: John Del Grande voted in as Vice-Chair for the years 2017-2019</p>
6 Election of Parent Members: At Large	<p><u>Election of Parent Members: At-Large (1-Year Term)</u></p> <p>G. Feldman assumed the Chair position</p> <p>Chair read §5.1 of the Constitution of Toronto CPIC, Parent Members: At Large serve a one-year term and are elected by Parent Members: Ward Representatives.</p> <p>There are four (4) Parent Member: At Large positions. Chair opened the floor for nominations.</p> <ul style="list-style-type: none">Karla Coto self-nominated herself; seconded by Ruth Oliveros. <p>No other person was nominated and therefore Karla Coto was acclaimed as a Parent Members: At Large for a one-year term.</p>
7 Appointment of Community Representatives	<p><u>Appointment of Community Representatives as Members of the Committee (1-Year Term)</u></p> <p>Chair read §5.1 of the Constitution of Toronto CPIC as amended by Motion: 17/09-05, Community Representatives serve a one-year term and are appointed by Parent Members: Ward Representatives and Parent Members: At Large.</p> <p>Chair read Section 4.4 of the Constitution of Toronto CPIC, there are three (3) Community Representative positions:</p> <p>Chair opened the floor for nominations.</p>

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	<p>Three attendees were nominated and appointed by acclamation:</p> <ul style="list-style-type: none"> Natalia Marriott Dennis Hastings David Rodriguez
8 Pledge and Affirmation of Members	<p>Per §13.2 of the Constitution of Toronto CPIC, a Member, upon election or appointment, at the first Meeting of the Committee at which the Member is present, shall take the following pledge by standing and reciting:</p> <p><i>"I sincerely pledge upon my word and honour, to perform my duties as a Member of the Toronto Catholic Parent Involvement Committee to the best of my ability.</i></p> <p><i>I will attend, when able to do so, all Meetings of the Committee and all meetings of any Subcommittee of which I shall be a member.</i></p> <p><i>I will respect, and I agree to be bound by, the Constitution and Bylaws of the Committee, and I shall conduct myself in accordance with Christian and Catholic gospel values and the Committee's Code of Ethical Conduct."</i></p>
9 Election of New Officers	<p>All Executive Officers other than the Chair and Vice-Chair serve a one-year term and are elected by Parent Members of the Committee per §7.3. All Toronto CPIC voting Members are eligible to hold an Executive Office. Chair asked members to read the duties of the Executive Officers in Articles §7.9, §7.10, & §7.11 of the Constitution of Toronto CPIC.</p> <p>Chair opened the floor to accept nominations for the new executive Offices of the committee. The positions were elected by acclamation as only one nominated member stood for each position. The Toronto CPIC Executive Officers are:</p> <ul style="list-style-type: none"> Treasurer: Joe Fiorante Secretary: Chair and Vice-Chair will share this role as no one was nominated Communications Director: Desmond Alvares (accepted) Assistant Treasurer – TBD Assistant Secretary – TBD Assistant Communications Director – TBD
10 Announcements & Date, Time & Location of Next Meeting	<p>The Calendar of meetings to be held in 2017/18 was presented and discussed. Attendance is required at these formal meetings either in person or electronically:</p> <p>Meeting #1 - Monday, November 20, 2017 Meeting #2 Monday, December 11, 2017</p> <p><u>All the following dates are tentative until approved at the November Board meeting to be fitted into the DSB calendar.</u></p> <p>Meeting #3 Monday, January 15, 2018 Meeting #4 Monday, February 12, 2018 Meeting #5 Monday, April 16, 2018 Meeting #6 Monday, May 14, 2018 Meeting #7 Monday, June 18, 2018 Meeting #8 Monday, September 17, 2018</p> <p>The formal meetings to be held in the CPIC FY 2018/19 will be on:</p> <p><u>Elections 2018:</u> Elections for Even Wards Tuesday Oct 2, 2018 By-Elections for Odd Wards Wednesday Oct 3, 2018 2018/19 Inaugural Meeting Monday Oct 15, 2018 2018/19 Meeting 1 Monday Nov 19, 2018</p>

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	<p>2018/19 Meeting 2 Monday Dec 10, 2018</p> <p>All at the: Catholic Education Centre, 80 Sheppard Avenue East. Room to be announced.</p> <p>The Subcommittee meetings and Executive meetings take place as needed. It is mandated that all Subcommittee Agenda(s) are publicly posted seven days before the meeting. Subcommittee meetings can be held electronically.</p>
11 Standing Subcommittee Chair Appointment	<p><u>Standing Subcommittee Chair Confirmation or Appointment</u></p> <p>Chair read from Article VIII which describes the role and mandate of the Standing Subcommittees.</p> <p>A Chair is specified for the following subcommittees:</p> <ul style="list-style-type: none">• Subcommittee of the Whole - Chair• Executive Officers Subcommittee - Chair• Budget & Priority-Setting Subcommittee – Vice-Chair <p>Nominations are requested for the following subcommittees for a one year term:</p> <ul style="list-style-type: none">• Governance & Procedure Subcommittee: Chair David Rodriquez (CR2) with a parent member Desmond Alvares as required by §8.3.• Nominating & Elections Subcommittee: Chair Dennis Hastings (CR3) with a parent member Karla Coto as required by §8.3.• Conference Planning Subcommittee: Rosanna Del Grosso (W7 Acting) <p>As no other nominations were presented the above candidates were acclaimed.</p> <p>The Audit Subcommittee is not required as TCDSB holds the funds in trust for Toronto Catholic PIC. All expenditures are required to follow the procedure outlined in TCDSB CPIC Policy P04 Appendix “B”.</p>
12 Review of Special Subcommittee Chair Appointment	<p><u>Review of Special Subcommittee and Chair Appointment</u></p> <p>Chair read §8.1 Special Subcommittees and Task Forces of the Constitution of Toronto CPIC. The committee may create as many Special Subcommittees as it deems necessary to meet specific objectives and to make recommendations to the Committee. The Committee shall assign purposes and delegate powers and duties to each Special Subcommittee or task force as it deems necessary. Special Subcommittees or task forces shall cease to exist on September 30, of each year or when they have achieved their mandate or purpose or by a decision of the Committee.</p> <p>The Chair outlined the Special Subcommittees formed in 2016-17 and opened the floor for discussion.</p> <p>The members decided that the following Special Subcommittee(s) shall cease to exist.</p> <ul style="list-style-type: none">• CPIC-OAPCE - Toronto “Visioning Statement” <p>The members decided that the following Special Subcommittee(s) will continue</p> <ul style="list-style-type: none">• Communications and Dissemination – Chair: Desmond Alvares• Making Your Voices Heard – Chair: John Del Grande, Annalisa Crudo-Perri
13 Constitution & Bylaws Amendments	<p><u>Amendments to the Committee’s Constitution and Bylaws (If Any)</u></p> <p>No amendments to the Toronto CPIC’s Constitution of June 1, 2011, have been made other than that contained in the supplementary booklet issued on October 17, 2016. The Governance and Procedures Subcommittee has been charged under Motion: 17/09-05 with reviewing the last sentence in §4.4 of the Toronto Catholic PIC Constitution and Bylaw.</p>

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14 Announcements & Date, Time & Location of Next Meeting	<p><u>Announcements & Date, Time & Location of Next Meeting</u></p> <p>Superintendent Wujek: CSPC event on October 23 workshop for newly appointed CSPC members. Asking principals and members of CSPC attend. Meet and greet, pictures, meet your trustees. 6:30 - 6:45 opening prayer, key notes from Board Chair, Director, Superintendent. Fragment into groups to provide helpful angles and approaches re: local roles.</p> <p>Even if not on a CSPC this is an opportunity for engagement parent-to-parent. Email Manuela - if you are attending and we will make name tags for you.</p> <p>The next CPIC meeting to be held is on Monday, November 20, 2017 at 7:00pm.</p> <p>All meetings are normally held at the: Catholic Education Centre in the Catholic Teaching Centre on the Third Floor.</p> <p>There will be Subcommittee and Executive meetings as needed.</p>
15 Adjournment & Group Photo	<p>The Chair declared the meeting adjourned and Members rose at 08:53 PM.</p> <p>The Special Committee meeting would commence after a 10-minute recess</p>

Respectfully submitted to the Members of Toronto CPIC,


Geoffrey Feldman, Chair

By resolution of the assembly (**17/11-02**) on
Monday, November 20, 2017

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APPENDIX "A" – Financial Report

CPIC Grant & Expenditure Summary	CPIC 2017-18	PRO GRANT 2017-18
As at September 30, 2017	FR 1344	FR 1369
APPROVED FUNDING	20,106.00	10,000.00
CARRYOVER FROM PREVIOUS YEAR	-	-
TOTAL FUNDING	20,106.00	10,000.00
EXPENSES:		
Childcare & Supplies		
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage		
Parent Resources		
Printing & Supplies		
Promotional Materials		
Refreshments - Events		
Refreshments - Meeting	150.27	
Speaker Expenses		
Telecommunication	64.42	
Translation Services		
TTC Tokens - Buses		
TOTAL EXPENDITURES	214.69	-
Balance	19,891.31	10,000.00