



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE
Minutes of a Meeting of the Toronto CPIC

Monday November 20, 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):	W1 – Alison Canning W2 – Geoffrey Feldman – Chair W3 - OPEN W4 – W5 – Nilo Ang W6 – Paul Matos (Acting) W7 – Rosanna Del Grosso (Acting) W8 – Ruth Oliveros ☎ W9 – Brooke Hunter W10 – Kana Muthiah W11 – W12 – Paulina Corpuz ☎	W1 – Mark de Domenico W2 – Sandra Mastronardi W3 – OPEN W4 – Joe Fiorante – Treasurer W5 – W6 – Gus Gikas (Acting) W7 – Joyel Joseph (Acting) W8 – W9 – OPEN W10 – OPEN W11 – Desmond Alvares - Communications W12 – John Del Grande – Vice Chair
	PMAL 1 – Karla Coto PMAL 3 – <hr/> Com Rep 1 – Natalia Marriott Com Rep 3 – Dennis Hastings	<hr/> PMAL 2 – PMAL 4 – <hr/> Com Rep 2 – ☎ Telephone Symbol

Other Members In Attendance (<i>ex officio</i> and non-voting):	TCDSB Director of Education or Designate – John Wujek TCDSB Trustee Representative or Designate – Garry Tanuan TCDSB Parent Engagement & Toronto CPIC Liaison – Manuela Sequeira TCDSB Communications – Emmy Szekeres-Milne TCDSB Staff Support: Pat Perry
Apologies for Absence:	Ben Xavier, David Rodriguez
Absent:	Annalisa Crudo-Perri, Yvonne Yeung

Guests and Public in Attendance:	Board Parliamentarian: Alasdair Robertson <i>No other guests present</i>
Next Meeting:	Monday Dec 11, 2017 Location: CEC @ 7:00 PM

AGENDA ITEMS	DISCUSSION & DECISIONS
1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer	The Chair welcomed everyone, called the meeting to order and led the roll call at 07:17 PM . After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted. Trustee Tanuan led the opening prayer. Tribute by Chair & Trustee Tanuan for Senator Tobias C. Enverga Jr. (1955-2017) – TCDSB Parent, CPIC Member, Trustee and Senator.
2 Adoption of Proposed Agenda	After those present had an opportunity to read and review the proposed Agenda, and a call for additions and changes was made, the following motion was proposed: Motion 17/11-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda. Mover: J. Del Grande W12 Seconded: D. Alvares W11 Carried by Consent
3 Review, Approval & Confirmation of	The Minutes of the Inaugural Meeting of Monday, October 16, 2017 were distributed

APPROVED MONDAY FEBRUARY 12, 2018 MOTION: 18/02-04



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AGENDA ITEMS	DISCUSSION & DECISIONS
<p>Minutes of Prior CPIC Meetings</p>	<p>After those present had an opportunity to review the Minutes, the following was proposed:</p> <p>Motion 17/11-02 MOVED THAT the Minutes of the Inaugural Meeting of October 16, 2017, with corrections and changes, be formally approved and confirmed as the official record of proceedings.</p> <p>Mover: B. Hunter W9 Seconded: J. Del Grande W12</p> <p>Carried by Consent</p> <p>The Minutes of the Inaugural Meeting of Monday, October 16, 2017 were distributed</p> <p>After those present had an opportunity to review the Minutes, the following was proposed:</p> <p>Motion 17/11-03 MOVED THAT the Minutes of the Special Meeting of October 16, 2017, with corrections and changes, be formally approved and confirmed as the official record of proceedings.</p> <p>Mover: A. Canning W1 Seconded: N. Ang W5</p> <p>Carried by Consent</p>
<p>4 Report from the Chair</p>	<p>Vice-Chair presided over the Meeting.</p> <p>G. Feldman reported:</p> <ul style="list-style-type: none"> • The Toronto Catholic PIC Executive Approved \$700 to support OAPCE Toronto who requested on October 30, 2017 funding assistance for their “Commissioning Ceremony, Parent Volunteer & Principal of Excellence Awards 2017” held on November 6, 2017 • The Toronto Catholic PIC Executive Approved Parent Member: Y. Yeung’s (W8) request to support and delegate for a moratorium on school closures. Senator Enverga sent to Angela Kennedy a letter of support (attached as Appendix “C”) prior to his passing. His last thoughts were for our schools, our children, and our community. • The following applicants are appointed as “Acting Members” until the next meeting: <ul style="list-style-type: none"> ○ Paul Matos (W6) ○ Gus Gikas (W6) ○ Rosanna Del Grosso (W7) ○ Joyel Joseph (W7) • Events attended: <ul style="list-style-type: none"> ○ Parent Engagement Forum - September 13, 2017 ○ TCDSB CSPC Roles and Workshops - October 23, 2017 ○ OAPCE Toronto parent volunteer and principal of excellence awards - November 6, 2017 ○ Delegated at the TCDSB Board of Trustee meeting on November 16, 2017 <p>Chair presided over the Meeting.</p>
<p>5 Report from the Trustee Representative or Designate</p>	<p>Trustee Tanuan reported.</p> <p>Thank you to the members of CPIC, from the Parents of Ward 8 for delegating at the Board of Trustee meeting on Thursday Nov. 16, 2017.</p> <p>The Board of Trustee motion that was approved on Nov. 2, 2017, with respect to pursuing a Multi-language alternative school option. TCDSB Staff are to consult with the multi-language school stakeholders to develop alternative options for a multi-language school model. Considering that our City of Toronto is very multicultural and multilingual, we will appeal the Ministry’s letter that stated, “<i>there is authority for the Ministry to make regulations prescribing other languages</i>”. The TCDSB has requested an exception to allow a multi-langue model, which will accommodate our diverse city and strengthen equity, inclusivity, and student achievement</p>

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	<p>that aligns with the government's mandated OEEAP.</p> <p>A delegation led by Yvonne Yeung on "<i>Community Planning Participation Guidelines</i>" requesting that staff conduct a Q&A session using a 'limited' community consultation review process. This input is sort particularly from the communities affected by the current and pending PAR reviews. This will be done prior to the TCDSB report submission to the Ministry of Education as part of the Pupil Accommodation Review Guidelines and Community and Partnerships Guidelines x "C" consultation process. A supporting letter (Appendix "C") was received by the Board of Trustees from Senator Tobias C. Enverga Jr. which was signed on the day he passed away. The moratorium on boundary reviews was unanimously approved by the Board on Nov. 9, 2017.</p>
<p>6 Report from the Director of Education or Designate</p>	<p>Superintendent Wujek reported.</p> <p>As other matters of greater importance arose on Nov. 16, 2017 the staff report on CPIC was deferred until the next Board meeting.</p> <p>There is an invitation for collaboration from Bruce Drewett - Director of Leadership, Collaboration and Governance, Ministry of Education that is seeking feedback from parent groups across the province. We are looking for unified response by the end of November.</p> <p>Tomorrow, Nov. 21,2017 a mass will be held at the CEC starting at 7 pm for former staff and students who have passed over the past year.</p> <p>Manuela and I will be visiting principal meetings Jan 24-26, 2018 to talk about the proper procedures for using parent engagement PIC funds, how to trigger CSPC email accounts properly, and other things they need to be hands-on with respect to parent engagement.</p> <p>We are going to promote that schools use the PIC funds (\$500 per school) as per ministry guidelines which is to encourage engagement rather than CSPC events. Parent engagement activities are being paid with other funds and the concern is we do not have the necessary documentation to analyse the success of using the PIC fund to encourage parent engagement.</p> <p>There is a Board of Trustee motion that Staff needs to provide a report back to the Board of Trustees giving a description of the parent-related fundraising. We also need to remind councils that their financial records need to be provided at end of the year.</p> <p>Questions were raised by Members and answered by Staff on the topic of parent engagement being discussed at Principal meetings</p> <p>WHEREAS parent engagement is a key pillar of the strategic plan for the Toronto Catholic DSB and Ministry of Education</p> <p>Motion # 17/11-04 MOVED THAT parent engagement strategies and best practices becomes a standing item at every superintendent/principal meeting(s). Mover: J. Del Grande W12 Seconded: B. Hunter W9 Carried by Consent</p>
<p>7 Financial Report from the Treasurer</p>	<p>CPIC Treasurer reported.</p> <p>As Members, we take on activities to encourage Parent Engagement and we all have different approaches when submitting event bills, and speaker fees. Members that host an event and paying for event expenses must be very organized. Please scan a copy of all original receipts and send the originals in with your expense sheet. Alcohol was purchased on two occasions - LCBO cards or alcoholic gifts cannot be refunded it is NOT an allowed expenditure by the Ministry of Education.</p> <p>How quick your money turns around is in your hands? We will come up with new expense sheet</p>

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	<p>to make everything more clear</p> <p>An overview of spending (attached as Appendix “A”) as reported by the TCDSB for October 31, 2017 was provided and discussed by the members.</p> <p>Motion # 17/11-05 MOVED THAT the Financial Report as presented be accepted. Mover: N. Ang W5 Seconded: D. Alvares W11 Carried by Consent</p> <p>Every Year we are required to prepare and approve a Motion with respect to Member out-of-pocket expenses which include hosting and attending meetings on Toronto Catholic PIC business</p> <p>Motion 17/11-06 MOVED THAT that the Toronto Catholic PIC Parent and Community Members out-of-pocket expenses for attending meetings; area meetings; attended as a representative of CPIC including travel (mileage) and meals (no alcohol); including Member hosted area meeting refreshments (no alcohol) for event attendees; during the fiscal year 2017-18 shall be reimbursed when submitted with original receipts and supporting documentation as per TCDSB Policies.</p> <p>Mover: D. Hastings CR3 Seconded: D. Alvares W11 Carried by Consent</p>
<p>8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings</p>	<p><u>Unfinished Business/Items Deferred from Prior Meeting</u></p> <p><u>8.1 Staff verbal report on CPIC Elections and Nomination promotions</u></p> <ul style="list-style-type: none"> • W1 - Six voters, three nominees – M. de Domenico (elected), N. Marriott (appointed-CR1) and A. Canning (elected). • W3 – No one showed • W5 - One nominee - acclamation • W7 – No one showed • W9 - One nominee - acclamation • W11 - Two nominees - acclamation for both • W6 – No one showed • W10 – No one showed <p>The summary of the discussion that followed the verbal report.</p> <p>The current process is not working and wasting Staff time. More discussion with parents needed to motivate them to consider joining CPIC. Trustees could promote CPIC at their Ward meetings. A personal recommendation from a member has succeeded in Ward 1, Ward 6 and Ward 7. Ward reps need to attend CSPC meetings and come back with information.</p> <p>The TCDSB website is a mishmash of information. Communications should consider creating info-graphic, a visual image that that pops out on the web-page. CPIC needs a marketing strategy an package with info-graphic, videos, leaflets, etc. we need to standardize how we market and distribute this to the schools.</p> <p>We need to concentrate on Elementary school awareness of CPIC to get longevity.</p> <ol style="list-style-type: none"> 1) Marketing and Awareness; CPIC members need meet to CSPC chairs twice/year. 2) Is process effective - Elections vs Referral; 3) Motivation to Join; 4) Referral of members, nominations. <p>Regulations require all CPIC elections to be done by October 10th of every year. The Nominations</p>



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	<p>and Elections Subcommittee have been tasked to look at alternative ideas and bring options to the table.</p> <p>Motion 17/11-07 MOVED THAT that the Toronto Catholic PIC refers the report from the superintendent re: CPIC Elections & Results to the Elections & Nomination Subcommittee to come back to this body with recommendations for alternative approaches to nominating, electing, and/or appointing incumbents to Toronto Catholic PIC ready to be implemented by October 2018.</p> <p>Mover: J. Del Grande W12 Seconded: N. Ang W5 Carried by Consent</p>
<p>9 Subcommittee Reports & Recommendations</p>	<p><u>STANDING (PERMANENT) SUBCOMMITTEES</u></p> <p><u>9.1 Budget & Priority Setting Subcommittee</u> As Members now have access to eMail a meeting will now be called.</p> <p><u>9.2 Governance & Procedure Subcommittee</u> No report presented.</p> <p><u>9.3 Nominating & Election Subcommittee</u> Introduced Gus Gikas (W6 applicant) and Joyel Joseph (W7 applicant). As Rosanna Del Grosso was a member last year she does not have to follow the 3-meeting rule for new applicants and it is recommended that she be appointed at this meeting.</p> <p>Motion 17/11-08 MOVED THAT that Toronto CPIC appoint Rosanna Del Grosso as a Parent Member: Ward Representative for Ward 7.</p> <p>Mover: S. Mastronardi W2 Seconded: D. Hastings CR3 Carried by Consent</p> <p><u>9.4 Conference Planning Subcommittee</u></p> <p><u>Desmond Alvares - Screenagers Update</u> Paid the initial deposit of US\$330 (approximately C\$440) for Toronto Catholic PIC-TCDSB rights to use the movie in 2018. We are committed to four screenings the first being on January 10, 2018 at Senator O'Connor. A flyer is being prepared and every member is invited. Similar events are being planned to be held across the TCDSB System. The West Coast producer-mediator has agreed to appear on Jan 10, 2018 using Skype at a cost of \$1,000.00. The mediator has agreed that we record the questions and the responses for use at our other events. We have agreement to show one student version - 45 minutes prior to each main movie showing without the additional payment of US\$250. We have set up a web-registration service to keep track of how many people are interested and will promote the registration link of this event. -----</p> <p><u>Rosanna Del Grosso – 2018 PRO-Grant CPIC Conference Update</u> What was approved by the Ministry and what the Subcommittee are proposing are two different things. Our proposal is to utilize speaker Simon Trevarthen of "Elevate Your Greatness" fame to attract and engage people on a high energy level. He charges \$2,800 for a 90-minute presentation. Event dates, location, and the budget in the amount of \$26,000 was presented and discussed.</p> <p>Motion 17/11-09 MOVED THAT that the Toronto Catholic PIC approve the budget for the Toronto Catholic PIC Conference in the amount of \$26,000 of which up to \$15,000 approximately will come from the PRO-Grant funding (\$10,000 approved plus \$5,000 left from</p>

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	<p>11.2 Parent-Teacher Interviews: The members raised that the timing and allocation of time per parent was a serious parent issue. Only one evening was permitted and only 5 minutes allowed for each student. It has been reported that Teachers are also not allowed to communicate to parents by email because of liability issues. Parents have reached out to members to highlight this issue to the Trustees and the Staff.</p> <p>Further discussion was deferred to the next meeting.</p> <p>11.3 Minister of Education Representative Invite: Discussion ensued about the possibility of a representative of the Ministry of Education be invited to attend a CPIC meeting to discuss the role of a PIC in Ontario.</p> <p>Motion 17/11-14 MOVED THAT that the Toronto Catholic PIC Chair request that a MOE representative attend a Special Meeting of this body to learn about the MOE viewpoint on parent engagement.</p> <p>Mover: S. Mastronardi W2 Seconded: R. Del Grosso W7 Carried by Consent</p> <p>11.4 RFF for Ward 4 Event “Social Networking & Online Safety”: The Parent Members: Ward 4 Representatives A. Crudo-Perri and J. Fiorante have request funding of \$1,000 to hold a Ward event titled “Social Network & On-line Safety” using My Paul Davis as the speaker and moderator. The event will be held on December 4th, 2017 at Madonna CSS.</p> <p>Motion 17/11-15 MOVED THAT that the Toronto Catholic PIC approve the request for funding in the amount of \$1,000 for the Ward 4 event with Paul Davis at Madonna CSS about Social Network & On-line Safety. Refreshments are limited to \$250.</p> <p>Mover: J. Fiorante (W4) Seconded: S. Mastronardi W2 Carried by Consent</p> <p>11.5 Parent Council Emails: The members find it frustrating as to how many CSPC Chairs are unaware of the existence of their TCDSB assigned email address. Many CSPC Chairs are missing valuable information and announcements. The Principals are busy and maybe are not insistent with delivering this information. More pressure is needed from the Board of Trustees through staff to ensure that CSPC Chairs use the TCDSB assigned email address. Currently the TCDSB has no direct vehicle to get information to the CSPC Chairs.</p> <p>Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.</p> <p>Mover: J. Del Grande W12 Seconded: M. de Domenico W1 Carried by Consent</p> <p>11.6 Committee Access to TCDSB Microsoft Products: Discussion was deferred to another meeting.</p> <p>11.7 Safe Schools Committee - Parent Involvement: The members find it amazing that in some schools the safe schools committee does not include</p>

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	<p>the required parent member. Legislation to have a safe schools action committee came out in 2011-2012 and members are questioning why do principals need to be reminded every year to have a parent representative on the school committee. In the members humble opinion, it is either not activated, or parents are not told through Principal or the school CSPC of this mandated requirement.</p> <p>Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff remind principals that the Safe School Committee at the school level should include the mandated parent representative(s).</p> <p>Mover: J Del Grande W12 Seconded: A. Canning W1 Carried by Consent</p>
<p>12 Announcements & Date, Time & Location of Next Meeting</p>	<p>The formal meetings to be held in the CPIC FY 2017/18 are on:</p> <p align="center"><i>Inaugural Meeting Monday October 15, 2017 - Completed</i> Meeting #1 - Monday, November 20, 2017 - Completed <i>Meeting #2 Monday, December 11, 2017</i> <i>Meeting #3 Monday, January 15, 2018</i> <i>Meeting #4 Monday, February 12, 2018</i> <i>Meeting #5 Monday, April 16, 2018</i> <i>Meeting #6 Monday, May 14, 2018</i> <i>Meeting #7 Monday, June 18, 2018</i> <i>Meeting #8 Monday, September 17, 2018</i></p> <p>The formal meetings to be held in the CPIC FY 2018/19 will be on:</p> <p>Elections 2018: 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 2018/19 Meeting 2 Monday Dec 10, 2018</p> <p>There will be subcommittee and Executive meetings as needed.</p> <p align="center">All at the: Catholic Education Centre, 80 Sheppard Avenue East. Room to be announced.</p>
<p>13 Adjournment</p>	<p>Motion # 17/11-17 MOVED THAT the meeting stand adjourned.</p> <p>Mover: B. Hunter W9 Seconded: N. Marriot CR1 Carried</p> <p>The Chair declared the meeting adjourned and Members rose at 10:48 PM</p>

Respectfully submitted to the Members of Toronto CPIC,


 Geoffrey Feldman, Chair

By resolution of the assembly (18/02-04) on
 Monday, February 12, 2018



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APPENDIX "A" – Financial Report

CPIC Grant & Expenditure Summary	CPIC 2017-18	PRO GRANT 2017-18
As at October 31, 2017	FR 1394	FR 1417
APPROVED FUNDING	20,106.00	10,000.00
CARRYOVER FROM PREVIOUS YEAR	-	-
TOTAL FUNDING	20,106.00	10,000.00
EXPENSES:		
Childcare & Supplies	244.72	
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage		
Parent Resources		
Printing & Supplies		
Promotional Materials		
Refreshments - Events		
Refreshments - Meeting	388.60	
Speaker Expenses		
Telecommunication	319.82	
Translation Services		
TTC Tokens - Buses		
TOTAL EXPENDITURES	953.14	-
Balance	19,152.86	10,000.00

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Appendix "B"

CPIC Suggestions to Board of Trustees and Staff

WHEREAS parent engagement is a key pillar of the strategic plan for the Toronto Catholic DSB and Ministry of Education

Motion # 17/11-04 MOVED THAT parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s).

Mover: J. Del Grande W12

Seconded: B. Hunter W9

Carried by Consent

WHEREAS members find it frustrating as to how many CSPC Chairs are unaware of the existence of their TCDSB assigned email address.

AND WHEREAS many CSPC Chairs are missing valuable information and announcements. The Principals are busy and maybe are not insistent with delivering this information.

AND WHEREAS members believe that more pressure is needed from the Board of Trustees through staff to ensure that CSPC Chairs use the TCDSB assigned email address. Currently the TCDSB has no direct vehicle to get information to the CSPC Chairs.

Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address.

Mover: J. Del Grande W12

Seconded: M. de Domenico W1

Carried by Consent

WHEREAS members find it amazing that in some schools the safe schools committee does not include the required parent member.

AND WHEREAS legislation to have a safe schools action committee came out in 2011-2012 and members are questioning why do principals need to be reminded every year to have a parent representative on the school committee.

AND WHEREAS in the members humble opinion, it is either not activated, or parents are not told through Principal or the school CSPC of this mandated requirement.

Motion 17/11-16 MOVED THAT that the Toronto Catholic PIC recommends through the Board of Trustees that Staff remind principals that the Safe School Committee at the school level should include the mandated parent representative(s).

Mover: J Del Grande W12

Seconded: A. Canning W1

Carried by Consent

Appendix "C"

Letter from Senator Enverga supporting a Moratorium on School Closers



November 16, 2017

Trustee Angela Kennedy
Chair of Toronto Catholic District School Board
80 Sheppard Avenue East
North York, ON M2N 6E8

Dear Ms. Kennedy:

As a Senator who represents Toronto, as well as a past Trustee of the Toronto Catholic District School Board, I write this letter to add my support to those who have voiced concerns about the closure of three schools in Scarborough. This is based on Ministry of Education memorandum B09 that indicates the Public Accommodation Review Guideline (PARG) and the Community Planning and Partnership Guideline (CPPG) review process is being overhauled.

It has come to my attention that the TCDSB has the ability to exercise a stay in the matter and suspend this closure process. I would ask that the TCDSB take this course of action so that community stakeholders, and those who will be affected by such a drastic action, may be given the appropriate time to provide feedback and recommendations on the matter.

As this decision is one that would greatly affect the surrounding communities, I am of the firm belief that due diligence must be exercised in this matter and, therefore, I am hopeful that the right thing will be done and that the call for a moratorium on the closure of these three schools – St. Gabriel Lalemant Catholic School, The Divine Infant Catholic School, and St. Rene Goupil Catholic School – be supported.

I thank you for your attention and consideration of this urgent matter.

Sincerely yours,



Hon. Tobias C. Enverga Jr.
Senator