



## TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

### Minutes of a Meeting of the Toronto CPIC

**Monday Dec 11, 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. |                                |

|   |   |  |
|---|---|--|
| <b>Parent &amp; Community Members Present (voting Members):</b> | W1 –<br>W2 – <b>Geoffrey Feldman – Chair</b><br>W3 - <b>OPEN</b><br>W4 – <b>Annalisa Crudo-Perri</b><br>W5 –<br>W6 –<br>W7 –<br>W8 – <b>Ruth Oliveros</b><br>W9 –<br>W10 –<br>W11 – <b>Ben Xavier</b><br>W12 – <b>Pauline Corpuz</b><br><hr/> PMAL 1 – <b>Karla Coto</b><br>PMAL 3 –<br><hr/> Com Rep 1 – <b>Natalia Marriott</b><br>Com Rep 3 – <b>Dennis Hastings</b> | W1 –<br>W2 –<br>W3 – <b>OPEN</b><br>W4 – <b>Joe Fiorante – Treasurer</b><br>W5 –<br>W6 – <b>Gus Gikas (Acting)</b><br>W7 –<br>W8 –<br>W9 – <b>OPEN</b><br>W10 – <b>OPEN</b><br>W11 – <b>Desmond Alvares - Communications</b><br>W12 –<br><hr/> PMAL 2 –<br>PMAL 4 –<br><hr/> Com Rep 2 –<br>Telephone Symbol |
| <b>Other Members In Attendance (ex officio and non-voting):</b> | TCDSB Director of Education or Designate – <b>John Wujek &amp; Rory McGuckin</b><br>TCDSB Trustee Representative or Designate – <b>Garry Tanuan</b><br>TCDSB Parent Engagement & Toronto CPIC Liaison – <b>Manuela Sequeira</b><br>TCDSB Communications –<br>TCDSB Staff Support:   |  |
| <b>Apologies for Absence:</b>                                   | Alison Canning (W1), Mark de Domenico (W1), Sandra Mastronardi (W2), Nilo Ang (W5), Rosanna Del Grosso (W7), Yvonne Yeung (W8), Kana Muthiah (W10), John Del Grande (W12), David Rodriguez (CR2)  |  |
| <b>Absent:</b>  | S. Brooke Hunter (W9)   |  |

|   |  |
|---|--|
| <b>Guests and Public in Attendance:</b> | Barbara Poplawski, Nancy Crawford.<br><b>No other guests present</b> |
| <b>Next Meeting:</b>                    | <b>Monday Jan 15, 2018      Location: CEC @ 7:00 PM</b>              |

| AGENDA ITEMS   | DISCUSSION & DECISIONS   |
|--|--|
| <b>1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer</b> | The Chair welcomed everyone, called the meeting to order and led the roll call at <b>07:56 PM</b> .<br><br>After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted.<br><br><b>Chair</b> led the opening prayer.   |
| <b>2 Adoption of Proposed Agenda</b>   | 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:<br><br><b>Motion 17/12-01 MOVED THAT the proposed Agenda, including additions and changes, be formally adopted as the Meeting Agenda.</b><br><br><b>Mover: B. Xavier W11</b> <span style="float: right;"><b>Seconded: D. Hastings CR3</b></span><br><b>Carried by Consent</b> |
| <b>3 Review, Approval &amp; Confirmation of Minutes of Prior</b>             | The approval of the Minutes of the Meeting of Monday, Nov 20, 2017 was deferred  |

**APPROVED MONDAY FEBRUARY 12, 2018 MOTION: 18/02-05**



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|--|---|
| <b>CPIC Meetings</b>   |   |
| <b>4 Report from the Chair</b>                               | <p><b>Treasurer presided over the Meeting.</b></p> <p>G. Feldman reported:</p> <ul style="list-style-type: none"> <li>• Attended and gave input at the November 30, 2017 PARS Meeting at CEC. The Ministry of Education is making a big effort to get parents involved with making positive changes to education. The short notice provided of this PARS meeting was inappropriate planning and the meeting was poorly attended. Our participation was important as we do need to get the Parent’s voice heard at every opportunity to make changes.</li> <li>• Gus Gikas is a parent applicant for Ward 6 in attendance at his 2<sup>nd</sup> meeting and he will be appointed as an “Acting Member” with Voting Rights until the next meeting.</li> </ul> <p><b>Chair presided over the Meeting.</b></p>  |
| <b>5 Report from the Trustee Representative or Designate</b> | <p><b>Trustee Tanuan reported.</b></p> <p>Thank you, D Hastings and G Feldman, for attending the PARS Meeting on behalf of Toronto Catholic PIC. It is a challenge when parents are not directly affected, for them to come out and add input with important policy changes. In January the Ministry will open the second phase of PARS consultations, and parents will have another opportunity to provide feedback.</p> <p>Since this bodies last meeting the Board of Trustees have had an Inaugural Caucus to elect the Chair and Vice Chair for the coming calendar year.</p> <p>TCDSB hosted its first “Young Disciples Ignite Day” on November 28, 2017 at Blessed Cardinal Newman it was exciting to attend and we share some video and pictures of this event.</p> <p>Ward 8 North Scarborough parents, administrators, staff, and volunteers were awarded the Canada 150 Medals of Appreciation.</p> <p>The Proposed Executive Compensation Program for the TCDSB top officers is available online for parent feedback by December 29, 2017. A major consideration within the TCDSB was that the top executive’s salaries were frozen. The Executive compensation program initiative follows the guidelines provided by the Ministry of Education to all 72 publicly funded boards.</p> |
| <b>6 Report from the Director of Education or Designate</b>  | <p><b>Superintendent Wujek reported.</b></p> <p>Attended the Bishop Morocco, version of the Ignite Conference. Numerous surrounding grade 6 classes from elementary schools attended. It was an example of Faith in Action from the perspective and leadership of the Grade 6 students. The level of participation of students, and energy, and enthusiasm was very moving. These students are not ready for confirmation, but they demonstrated that they have a strong faith. The event began with a teaching mass celebrated by Auxiliary Bishop Kirkpatrick. The Bishop stops and explains the various parts of the mass and explained his garb, et cetera.</p> <p>Trustee Chair Poplawski was impressive as with the superpower prayer before the meal. It was an animated event &amp; the young people demonstrated how involved they are with their faith.</p>   |
| <b>7 Financial Report from the Treasurer</b>                 | <p><b>CPIC Treasurer reported.</b></p> <p>An overview of spending (attached as Appendix “A”) as reported by the TCDSB for Nov 30, 2017 was provided and discussed by the members.</p> <p><b>Motion # 17/12-02</b>      MOVED THAT the Financial Report as presented be accepted.<br/> Mover: <b>D. Alvarez W11</b>      Seconded: <b>R. Oliveros W8</b><br/> <b>Carried by Consent</b></p>  |

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| <b>8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings</b> | <p><b><u>Unfinished Business/Items Deferred from Prior Meeting</u></b></p> <p><b>8.1 Parent-Teacher Interviews</b></p> <p>Two approaches were considered by members for communication between parents and teachers either online, or during one/two evenings.</p> <p><b>WHEREAS</b> the last round of parent teacher interviews was proceeded by surveys where parents were asked whether they wished parent-teach interviews held over one day and one evening or two evening,</p> <p><b>AND WHEREAS</b> in some schools there has not been a choice and one-evening interview nights did not facilitate enough time for parents to obtain an interview slot.</p> <p><b>AND WHEREAS</b> in some secondary schools, parent teacher interviews were held in one evening with no other option offered to parents,</p> <p><b>AND WHEREAS</b> in some secondary schools the parent-teacher interview was reduced from 10-minutes to five minutes as the teacher had a set schedule, not facilitating robust parent-teacher communications.</p> <p><b>Motion # 17/12-03</b>            <b>MOVED THAT</b> the Toronto Catholic PIC recommends:</p> <ol style="list-style-type: none"> <li><b>That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,</b></li> <li><b>Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.</b></li> </ol> <p style="text-align: left;"><b>Mover:</b> N. Marriott CR1</p> <p style="text-align: right;"><b>Seconded:</b> D. Hastings CR3</p> <p style="text-align: center;"><b>Carried by Consent</b></p> <p><b>8.2 Report on Ward 4 Event held December 4, 2017</b></p> <p>Paul Davis spoke at Madonna CHS to the 30 attending parents that represented four or five schools in the ward. The parents that came obtained a lot of useful information on social networking and online safety - Snapchat, Instagram, Facebook, etc. How parents should use these resources for their children as learning tools versus entertainment. Parents should set guidelines. Paul Davis always speaks from personal experience, things he does with his own children. He is an IT specialist of 26 years. Overall parents were pleased with presentation and attendance. It is a stepping stone to next topic of Screenagers.</p> <p>Paul Davis also spoke to the students in the morning.</p> |
| <b>9 Subcommittee Reports &amp; Recommendations</b>                              | <p><b><u>STANDING (PERMANENT) SUBCOMMITTEES</u></b></p> <p><b><u>9.1 Budget &amp; Priority Setting Subcommittee</u></b><br/>No report presented.</p> <p><b><u>9.2 Governance &amp; Procedure Subcommittee</u></b><br/>No report presented.</p> <p><b><u>9.3 Nominating &amp; Election Subcommittee</u></b><br/>No report presented.</p> <p><b><u>9.4 Conference Planning Subcommittee</u></b><br/>a) The full Budget spreadsheet was presented for the previously approved \$5,500.00 <b>Motion#17/10s-02</b> for hosting all 5 events. The first Screenagers showing is scheduled for January 20, 2018 at Senator O'Connor. All showing will be promoted will be a Board-wide event.</p>  |



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|              | <p>b) This is a Notice of a Motion to be presented at the next CPIC meeting to fund \$1,300 for the Ward 11 event to be held on February 21, 2018 at Senator O'Connor on Mental Wellbeing – "Youth Speaks"</p> <p>c) No report has been received from the Conference Planning subcommittee and both members (R. Del Grosso and S. Mastronardi) are absent. The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• How to be a Resilience Rock Star Who Achieves Greatness - How does this keynote relate to the CPIC Mission?</li> <li>• No date for the CPIC Conference has been set or communicated for our approval.</li> <li>• No Location for the CPIC Conference has been set. The result of the online email response survey undertaken by the subcommittee suggesting three schools is not known and has not been set or communicated for our approval.</li> <li>• No workshops have been set or communicated for our approval.</li> <li>• The full budget details have not been communicated for our approval as committed for this meeting.</li> </ul> <p>Members discussed these shortfalls and felt that the CEC is the best location as all technology is in place. The subcommittee needs to make decisions for recommendation and approval by this committee.</p> <p align="center"><b><u>PRO-Grant Description of project:</u></b></p> <p align="center"><i>The Parent engagement through technology project, initiated by the Parent involvement committee of the TCDSB will organize a conference for parents that focuses on parent engagement strategies. Keynote speakers, skill building workshops will be based on the topics identified by parents including supporting your children in mathematics, literacy, and internet safety. The workshops will be shared more broadly with parents in the school board through the development of webinars.</i></p> <p>Workshops can be easily organized around this criterion with the required videotaped and later posting on the web as webinars.</p> <p><b>Motion # 17/12-04</b>      <b>MOVED THAT that the Chair of the Toronto Catholic PIC prepare and send out an online survey providing members a final opportunity to vote on when and where to hold the CPIC Conference. The dates are either on March 3 or March 24 and the locations either at the CEC; Loretto College; Marshall McLuhan; or Madonna.</b></p> <p>Mover: J. Fiorante W4      Seconded: D. Hastings CR3</p> <p><b>Carried by Consent</b></p> <hr/> <p><b><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></b></p> <p><b><u>9.5 Making Your Voices Heard</u></b><br/>No report presented.</p> <p><b><u>9.6 Communications and Dissemination Planning Subcommittee</u></b><br/>D Alvarez Reported: In the past text content was created for distribution to all CSPCs. The staff are also looking to update the portal and suggested that twice a year we send an update newsletter of all TCDSB Parent events so that the CSPC chairs are readily informed.</p> <p>It was suggested that we also send out a separate CPIC newsletter to give CPIC an identity and to spread awareness of what this committee does. All communities should have an equal awareness about what CPIC is doing using all forms of social media.</p> |



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|   | <p>It was requested that Ward Reps provide the subcommittee with content on what they want to share. A newsworthy precis of our meetings should also be communicated to all CSPC Chairs</p> <p>We could also have CPIC pens with six parent engagement quotes or event promotional messages that can be displayed as people click to use the pen. Please forward your suggestions of messages to this subcommittee.</p> <p>It is important for Ward Representatives to attend CSPC meetings in their community for promoting the work of this committee.</p>   |
| <b>10 Reports from Parent Members: Ward Representatives</b>             | Ward 11: D. Alvarez: Reviewed the Ministry of Education survey – “Engagement into Education and Planning” for the benefit of members that did not attend the event   |
| <b>11 New Business and Motions Arising Therefrom</b>                    | No New Business was tabled at this meeting as it was our Advent celebration  |
| <b>12 Announcements &amp; Date, Time &amp; Location of Next Meeting</b> | <p>The formal meetings to be held in the CPIC FY 2017/18 are on:</p> <p style="padding-left: 20px;"><i>Meeting #3 Monday, January 15, 2018</i><br/> <i>Meeting #4 Monday, February 12, 2018</i><br/> <i>Meeting #5 Monday, April 16, 2018</i><br/> <i>Meeting #6 Monday, May 14, 2018</i><br/> <i>Meeting #7 Monday, June 18, 2018</i><br/> <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:<br/> <u>Elections 2018:</u><br/>           Elections for Even Wards Tuesday Oct 2, 2018<br/>           By-Elections for Odd Wards Wednesday Oct 3, 2018<br/>           2018/19 Inaugural Meeting Monday Oct 15, 2018<br/>           2018/19 Meeting 1 Monday Nov 19, 2018<br/>           2018/19 Meeting 2 Monday Dec 10, 2018</p> <p>There will be subcommittee and Executive meetings as needed.</p> <p style="text-align: center;">All at the: Catholic Education Centre, 80 Sheppard Avenue East.<br/>           Room to be announced.</p> |
| <b>13 Adjournment</b>   | <p><b>Motion # 17/12-05</b>      <b>MOVED THAT the meeting stand adjourned.</b></p> <p><i>Mover: J. Fiorante W4</i>                                      <i>Seconded: N. Marriot CR1</i></p> <p><b>Carried</b></p> <p>The Chair declared the meeting adjourned and Members rose at <b>09:44 PM</b></p>   |

Respectfully submitted to the Members of Toronto CPIC,

Geoffrey Feldman, Chair

By resolution of the assembly (18/02-05) on  
 Monday, February 12, 2018



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**APPENDIX "A" – Financial Report**

| <b>CPIC Grant &amp; Expenditure Summary</b> | <b>CPIC 2017-18</b> | <b>PRO GRANT 2017-18</b> |
|---|---------------------|--------------------------|
| As at November 30, 2017                     | FR 1394             | FR 1417                  |
| APPROVED FUNDING                            | 20,106.00           | 10,000.00                |
| CARRYOVER FROM PREVIOUS YEAR                | -                   | 5,724.51                 |
| <b>TOTAL FUNDING</b>                        | <b>20,106.00</b>    | <b>15,724.51</b>         |
| <b>EXPENSES:</b>                            |                     |                          |
| Childcare & Supplies                        | 1,040.13            | 711.70                   |
| Election-Parent Recruitment Expenses        |                     |                          |
| Media Advertising                           |                     |                          |
| Transcriptions                              |                     |                          |
| Mileage                                     |                     |                          |
| Parent Resources                            |                     |                          |
| Printing & Supplies                         |                     |                          |
| Promotional Materials                       |                     |                          |
| Refreshments - Events                       |                     |                          |
| Refreshments - Meeting                      | 596.28              |                          |
| Speaker Expenses                            |                     |                          |
| Telecommunication                           | 639.64              |                          |
| Translation Services                        |                     |                          |
| TTC Tokens - Buses                          |                     |                          |
|   |                     |                          |
| <b>TOTAL EXPENDITURES</b>                   | <b>2,276.05</b>     | <b>711.70</b>            |
| <b>Balance</b>                              | <b>17,829.95</b>    | <b>15,012.81</b>         |

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Appendix "B"  
CPIC Suggested

**8.1 Parent-Teacher Interviews**

Two approaches were considered by members for communication between parents and teachers either online, or during one/two evenings.

**WHEREAS** the last round of parent teacher interviews was proceeded by surveys where parents were asked whether they wished parent-teach interviews held over one day and one evening or two evening,

**AND WHEREAS** in some schools there has not been a choice and one-evening interview nights did not facilitate enough time for parents to obtain an interview slot.

**AND WHEREAS** in some secondary schools, parent teacher interviews were held in one evening with no other option offered to parents,

**AND WHEREAS** in some secondary schools the parent-teacher interview was reduced from 10-minutes to five minutes as the teacher had a set schedule, not facilitating robust parent-teacher communications.

**Motion # 17/12-03** **MOVED THAT** the Toronto Catholic PIC recommends:

- 1. That the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and,**
- 2. Through the Board of Trustees that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.**

Mover: N. Marriott CR1

Seconded: D. Hastings CR3

Carried by Consent