



Toronto Catholic PIC Recommendations to Board of Trustees and Staff

From Minutes Dated: November 20, 2017

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



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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 CSPP 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



Toronto Catholic PIC Recommendations to Board of Trustees and Staff

From Minutes Dated: December 11, 2017

8.1 Parent-Teacher Interviews

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

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

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



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CSPC & BOARD EMAIL CHALLENGES – Minutes Feb. 12, 2018

WHEREAS: The School Board needs an effective channel to communicate to Catholic School Parent Councils (CSPC)

AND WHEREAS: Every school parent council has as assigned email account.

AND WHEREAS: Email records provide part of the corporate memory of a CSPC.

AND WHEREAS: Communications should look & appear official when being sent out to parent members and when parent members communicate with the Board on behalf of a CSPC.

AND WHEREAS: The School Board has struggled to get full adoption of the Board's email system by CSPC's.

AND WHEREAS: The steps and processes to get email setup for use beyond webmail (OWA) is confusing and complex to many parents

AND WHEREAS: There has been identified gaps in the communication, purpose, benefits and setup of email accounts for Parent Council Chairs.

MOTION 18/02-17 BE IT RESOLVED THAT:

The Toronto Catholic Parent Involvement Committee (Toronto-Catholic PIC) recommend to the Board of Trustees and the Director of Education that:

A new process & IT protocol be developed to achieve the following:

- 1. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff THAT every new school year, the School Board send out via the school principal a personalized letter that informs & instructs the newly elected or returning CSPC chair about the existence, benefits and login information to the CSPC email account**
- 2. In recognizing that CSPC chairs are not school board employees, they should not be subject to BYOD policies, the school board needs to provide straightforward instructions on the various means to access their CSPC email account and how to set it up as an additional mailbox on the parent's existing: email accounts (examples by way of ActiveSync, etc.), web service, and mobile connect methods and/or on how to forward or proxy, to their personal email.**
- 3. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al.**