



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Toronto CPIC Meeting Agenda

**Monday September 17, 2018 - 3rd Floor Catholic Teacher Centre - 7:00 PM**

AGENDA ITEMS	OWNER	TIME
<b>1 Opening</b> <ul style="list-style-type: none"> <li>• Welcome, Roll Call, Quorum, Call to Order, Prayer</li> </ul>	Chair	<b>3 min.</b> 3 min.
<b>2 Adoption of Proposed Agenda</b> <span style="float: right;">Motion #18/09-01</span> Declaration of Conflict with Agenda Item(s)	Chair	<b>2 min.</b>
<b>3 Review, Approval &amp; Confirmation of Minutes of Prior CPIC Meetings</b> <ul style="list-style-type: none"> <li>• Monday Jun 18, 2018 <span style="float: right;">Motion #18/09-02</span></li> </ul>	Chair	<b>2 min.</b> 2 min.
<b>4 Report from the Chair</b>	Chair	<b>5 min.</b>
<b>5 Report from the Trustee Representative or designate</b>	G. Tanuan or A. Kennedy	<b>5 min.</b>
<b>6 Report from the Director of Education or designate</b>	R. McGuckin or J. Wujek	<b>5 min.</b>
<b>7 Financial Report from the Treasurer</b> <ul style="list-style-type: none"> <li>• Toronto CPIC Update <span style="float: right;">Motion #18/09-03</span></li> </ul>	Treasurer	<b>5 min.</b> 5 min.
<b>8 Unfinished (Old) Business &amp; Matters Arising from the Minutes</b>  <u>Unfinished Business / Items Deferred from Prior Meeting</u> 8.1 Ward Info/Promo Kits 8.2 Proposed Motion: School Signage 8.3 Proposed Meeting Dates CY2019 8.4 RFF for OAPCE All Candidate Meeting \$1,000 (Attached) 8.5 RFF for OAPCE Commissioning \$1,000 (Attached) 8.6 Limit on attendance by Teleconference (Attached) 8.7 Amendments to Community Representative section (Attached)  <u>Motions for Which a Notice of Motion Was Provided</u> None  <u>Matters Arising from the Minutes of Prior Meetings</u> None	A. Canning/M. De Dominco J. Del Grande G. Feldman A. Crudo-Perri A. Crudo-Perri G&P Subcommittee G&P Subcommittee	5 min. 5 min. 2 min. 2 min. 2 min. 5 min. 5 min.
<b>9 Subcommittee Reports &amp; Recommendations</b>  <u>Standing Subcommittees</u> 9.1 Budget & Priority Setting Subcommittee 9.2 Governance & Procedure Subcommittee 9.3 Nomination & Election Subcommittee <ul style="list-style-type: none"> <li>• Ward Vacancies</li> <li>• 2 Hour Election Meeting - Members to present Ideas</li> <li>• New Ward Structure</li> </ul>	Vice Chair D. Rodriguez D. Hastings	<b>40 min.</b>  1 min. 1 min. 25 min.
<b>BREAKOUT - Making Parent's Voice Heard 60 min.</b>		



# TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

## Toronto CPIC Meeting Agenda

**Monday September 17, 2018 - 3rd Floor Catholic Teacher Centre - 7:00 PM**

AGENDA ITEMS	OWNER	TIME
<p style="text-align: center;"><b><u>Conference Planning Subcommittee</u></b></p>		
<p>9.4 <b>Screenagers Movie</b></p> <ul style="list-style-type: none"> <li>• May 28 Screening at Chaminade College Ward 3</li> <li>• May 30 Screening at Msgr. Percy Johnston Ward 1</li> </ul> <p>*****</p> <p>9.5 <b>PRO-Grant Report 2017-18 \$10,000</b></p>	<p>D. Alvares</p> <p>A. Crudo-Perri/J. Fiorante</p> <p>A. Canning/ M. De Dominco</p> <p>A. Crudo-Perri/J. Fiorante</p>	<p>10 min.</p> <p>1 min.</p>
<p><b><u>Special (Temporary) Subcommittees</u></b></p>		
<p>9.6 Making Your Voice Heard as a Parent</p> <p>9.7 Communications &amp; Dissemination</p>	<p>J. Del Grande</p> <p>D. Alvares</p>	<p>1 min.</p> <p>1 min.</p>
<p><b>10 Reports from Parent Members: Ward Representatives</b></p> <p style="padding-left: 20px;">Ward 1 - Year-End Report</p>	<p>A. Canning/M. De Dominco</p>	<p><b>5 min.</b></p>
<p><b>11 New Business and Motions Arising Therefrom</b></p> <p>11.1 CPIC Annual Report</p> <p>11.2 New TCDSB Wards aligned to comply with Ontario Bill 5</p>		<p><b>20 min.</b></p> <p>10 min.</p> <p>10 min.</p>
<p><b>12 Announcements &amp; Date, Time &amp; Location of Next Meeting</b></p> <p><i>Elections: Tue October 2, 2018 and Wed October 3, 2018</i></p> <p><i>Meeting #0 Monday October 15, 2018 (Inaugural)</i></p> <p><i>Meeting 1 Monday Nov 19, 2018</i></p> <p><i>Meeting 2 Monday Dec 10, 2018</i> <span style="float: right;">Advent Celebration</span></p> <p style="text-align: center;"><i>Catholic Education Centre – 80 Sheppard Avenue East</i></p>	<p>Chair</p>	<p><b>1 min.</b></p>
<p><b>13 Adjournment</b> <span style="float: right;">Motion #18/09-??</span></p>	<p>Chair</p>	<p><b>1 min.</b></p>
<p><b>Meeting Call-In Phone Number: 416-915-3615; Pass Code: 357506#</b></p>		<p><b>3hrs 0 min</b></p>

The Toronto Catholic Parent Involvement Committee (Toronto CPIC) is the legislated parent voice at the Toronto Catholic District School Board (TCDSB) for parents of students in TCDSB schools. Toronto CPIC is parent-led and Ministry of Education-funded. Toronto CPIC focuses on system-level matters which affect more than one school.

Toronto CPIC's mission is to support, encourage and enhance meaningful parent engagement leading to improved student academic achievement and the improved emotional, spiritual and physical well-being of TCDSB students by reaching out and directly engaging parents with their children's education and sharing information which parents can use in their children's education.

Toronto CPIC supports school parent councils in their mission of improving student achievement and enhancing the accountability of the education system to parents by providing training, education, knowledge, skills transfer, resources and assistance to school parent councils and parent leaders.

Toronto CPIC represents the views of parents of TCDSB students to the TCDSB, the Ministry of Education, and on various committees and forums.

Meeting location is:

**Catholic Teachers' Centre –Third Floor (7-10pm)**

Catholic Education Centre, 80 Sheppard Ave. E, Toronto, M2N 6E8

## **PROPOSED MOTION**

WHEREAS: The TCDSB seeks to encourage parent & community engagement

WHEREAS: Many parents, guardians & visitors may not know the key school personnel/responsible persons and their associated contact methods.

WHEREAS: Our schools should appear to be open & transparent.

BE IT RESOLVED THAT: The TCDSB CPIC recommend to the Board of Trustees to enact uniform school based signage that conveys amongst other things:

- a) name and contact information for the school principal
- b) name and contact information for the school vice-principal
- c) name of the school secretary and contact information for the school
- d) name of the CSPC Chair and TCDSB contact information
- e) name and contact information for the school superintendent
- f) name and contact information for the ward trustee
- g) school board main information line and website

Additionally, these be considered under a low-cost implementation and execution such as a mounted 8.5x11 to the inside of the door window to allow for frequent changeover/updating of the information sheet.

The formal meetings to be held in the CPIC FY 2018/19 will be on:

**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

Meeting #3 Monday, January 21, 2019

Meeting #4 Monday, February 11, 2019

Meeting #5 Monday, April 8, 2019

Meeting #6 Monday, May 13, 2019

Meeting #7 Monday, June 17, 2019

Meeting #8 Monday, September 16, 2019

**Elections 2019:**

*Odd Ward Elections, Tuesday Oct 7, 2019*

*Even Ward By-Election, Wednesday Oct 9, 2019*

*Meeting #0 (Inaugural) Monday, Oct 21, 2019*

*2019/2020*

*Meeting #1 Monday, November 18, 2019*

*Meeting #2 Monday, December 9, 2019*



**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**  
**Funding Request Guidelines**

Funding Request Application Form			
Name of Project or Event:	OAPCE Toronto Representative Commissioning and Awards Ceremony		
Organization or group submitting request:	OAPCE Toronto		
Name of person(s) and position of those submitting request:	Annalisa Crudo-Perri President		
Number of TCDSB parents to benefit from request:	150-200	Funds Requested (max \$1,000):	\$ 1000
Description of Project:	This is our annual commissioning ceremony where parents are commissioned as the OAPCE liaison reps for the year, we provide them with info about the organization; the TCDSB; and other partners in Catholic Education (CPIC) we also hold our Parent Volunteer of Excellence Awards where we recognize the parents who have been nominated from their communities for their volunteer		
Why funding is needed?	To help alleviate the costs with the event, each year it gets bigger and better.		
Are other funds available for your use? (Parent Involvement Grant, PRO Grant, etc.)			
If so, please show amount and organization			
Have you received funds previously from Toronto CPIC?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please provide details:			
Please attach an itemized detail of the proposed project's budget and any other supporting information which you believe will enhance this proposal			
Supporting Parent Member	Joe Fiorante	Date	June 13, 2018
Signature of Applicant		Date	June 13, 2018
Signature of Applicant		Date	
For Office Use ONLY			
Received By		Date	
Executive Review		Date	
Motion #		Date	
Approved: <input type="checkbox"/> YES <input type="checkbox"/> NO			



**TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE**  
**Funding Request Guidelines**

Funding Request Application Form			
Name of Project or Event:	OAPCE Toronto Trustees All Candidate Meeting		
Organization or group submitting request:	OAPCE Toronto		
Name of person(s) and position of those submitting request:	A. Crudo-Perri OAPCE President		
Number of TCDSB parents to benefit from request:	150-200	Funds Requested (max \$1,000):	\$ 1000
Description of Project:	This will be our second all candidates meeting for persons running for trustees in the TCDSB. The first event was very succesful with over 28 candidates in attendance that ran in the municipal election in 2014. Parents came and participated in round table discussions within their wards and asked one on one questions with the candidates running in their ward. It gave parents an opportunity.		
Why funding is needed?	Provide funds for printing of flyers, brochures - this year we would like to ensure that evrv school and school council receive brochures. We also need fudina for		
Are other funds available for your use? (Parent Involvement Grant, PRO Grant, etc.)			
If so, please show amount and organization			
Have you received funds previously from Toronto CPIC?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please provide details:	For our Commissioning Ceremony.		
Please attach an itemized detail of the proposed project's budget and any other supporting information which you believe will enhance this proposal			
Supporting Parent Member	Gus Gikas	Date	
Signature of Applicant		Date	June 14, 2018
Signature of Applicant		Date	
For Office Use ONLY			
Received By		Date	
Executive Review		Date	
Motion #		Date	
Approved: <input type="checkbox"/> YES <input type="checkbox"/> NO			

## Items Referred to Governance and Procedure Subcommittee

### Reprint From Approved Minutes Dated September 18, 2017

#### 11.2 Community Representation:

It was suggested to invite a representative of Convent House to be a Community Member of this committee. Members discussed the wording of Article 4.4 of the Toronto Catholic PIC Constitution and Bylaw & the following Motion was proposed.

**Motion # 17/09-05**      *MOVED THAT* the word “shall” in the sentence in Article 4.4 of the Toronto Catholic PIC Constitution and Bylaw be amended as follows: “One community representative shall be appointed ...” to “One community representative may be appointed ...” and to refer to the Governance and Procedures subcommittee for a review of the last sentence of this Article.

*Mover:*     *D. Rodríguez (W7)*

*Seconded:* *D. Hastings CR1*

**Carried – No Nays Recorded**

### Reprint From Approved Minutes Dated February 12, 2018

#### 11.7 Protocol for Sitting on the Executive

Staff suggested at the Inaugural Meeting that the positions on the CPIC Executive are reserved for Parent Members and that Community Representatives cannot be on this subcommittee. A member would like to have this ruling clarified as this rule cannot be found within the Constitution of the O’Reg 612/00.

**MOTION 18/02-20**      *Moved that this matter be referred to the Governance and Procedure subcommittee.*

*Mover:*

*D. Hastings CR3     Seconded: K. Muthiah W10*

**Carried:**

**Vote: For (7); Against (2); Abstain (1)**

### Governance and Procedure SubCommittee Recommended wording to Amend the Toronto CPIC Constitution - Article IV Committee Structure and Membership.

#### Presented For Toronto CPIC Member Approval

**4.4 Community Representatives.** [Per Ontario Regulation 612/00 Section 33 (1), 33 (6) and 38(3)] A maximum of three (3) persons appointed by the other Members of the Committee. Employees of the Board are ineligible to serve as a Community Representative.

#### Include the Words:

Nothing in this Constitution shall be construed so as to exclude a Community Representative from serving in an Executive Office, or any other position, except the offices of Chair and Vice Chair.

~~**Remove the words:** One (1) Community Representative may be appointed from the Ontario Association for Parents in Catholic Education (OAPCE) or their regional affiliate the Toronto Association for Parents in Catholic Education (TAPCE). The other two (2) Community Representatives may be appointed from among:~~

- ~~a. the Greater Toronto Catholic Parent Network (GTCPN)~~
- ~~b. the Archdiocese of Toronto and~~
- ~~c. a student representative nominated by the Catholic Student Leadership Impact Team (CSLIT).~~

## **Items Referred to Governance and Procedure Subcommittee**

### **Reprint From Approved Minutes Dated May 14, 2018**

#### **8.1 Refer to G&P "Limit of attendance by Phone":**

Motion to refer to G&P to look at and report back.

**Motion # 18/05-04**      *MOVED THAT Toronto CPIC refers to the Governance and Procedure subcommittee, can a limit can be placed, like that used by the Board of Trustees, on the number of times that a member can attend by phone and if so what is recommended.*

*Mover: D. Hastings CR3*

*Seconded: N. Ang W5*

**Carried**

### **Governance and Procedure SubCommittee Recommended wording to Amend the Toronto CPIC Constitution – Article III Definitions.**

#### **Presented For Toronto CPIC Member Approval**

**Include the words** “such deemed presence not to exceed three (3) assemblies of the Members each fiscal year” **as shown below:**

**3.7**      **“Meeting”** means an official assembly of the Members of the Toronto Catholic Parent Involvement Committee or one of the Subcommittees thereof – including Members in attendance by interactive audio or video conference who shall be deemed to be present, **such deemed presence not to exceed three (3) assemblies of the Members each fiscal year** – during which there is no separation of the Members except for a recess, and which continues until adjournment, where the Committee or Subcommittee, as the case may be, assembles to discuss, determine or decide matters under its purview.



## **Items Referred to Governance and Procedure Subcommittee**

**19.3 Amendment of Constitution and Bylaws.** This Constitution and individual Bylaws may be amended by a three-fourths (3/4) vote of Committee voting Members present and voting at a Meeting at which the amendment is scheduled for consideration, subject to the following: the proposed motion, including the text of the amendment and a brief statement of the rationale and purpose of the amendment shall first be provided to the Governance & Procedure Subcommittee, which shall consider the merits of the amendment and recommend passage of the amendment by the full Committee if a majority of the members of the Governance & Procedure Subcommittee so concur.