



Toronto CPIC  
 Budget & Priority Setting  
 Subcommittee Meeting  
 Monday March 4<sup>th</sup>, 2019  
 3<sup>rd</sup> Floor – Catholic Teacher Centre  
 7 pm - 9 pm



Agenda Items	Time
<b>1. Review Existing Allocation of Annual GSN Funds</b> <ul style="list-style-type: none"> <li>• Look at mileage and childcare, create definitions as to when CPIC reps can claim reimbursement and create a schedule of reimbursement, review trend of mileage claims to date and forecast future costs</li> <li>• Look at cost of note taker</li> <li>• Look at cost of food</li> </ul>	30 min
<b>2. Ward Event Report Back Document</b> <ul style="list-style-type: none"> <li>• Create a document to be filled out by CPIC reps after a ward event has been held, document to include number of attendees, itemized list of cost for reimbursement, positive/negative impact on parents in the ward, best practices, barriers found, etc</li> <li>• With the allocation of \$1000 to reps of each ward the report back document will also assist us in seeing what works and doesn't work and in helping create a "How to Hold a Ward Event" document in the future</li> </ul>	30 min
<b>3. Surplus funds</b> <ul style="list-style-type: none"> <li>• Review all allocated funds for this year</li> <li>• Create a 5 year rolling plan in order to use funds</li> <li>• Create a new Request for Funds form for requests for funding from CSPCs</li> </ul>	30 min
	90 min
<b>Meeting Call-In Phone Number: 416-915-3615; Pass Code: 357506#</b>	