

## Parent Involvement Committee Meeting Minutes

A meeting of the Parent Involvement Committee was held on the 18th day of May 2011, at the Catholic Education Centre.

**Present:** Committee Members: George Cortes, Jeannette Cowen, Katherine Flitton, Joseph Ingram, Anne Kibler, Teresa Palmer, Peter Reitmeier, Chris Spere, Sarah Zamin

Administrative Officials:

Roger Lawler, Gerry Clifford

**Regrets:** Syl Painchaud, Paul Smith, Jamie McKinnon, Angela Raposo, Fr. Robert Héту, Fr. D. Lobsinger

**Next Meeting:** September 28, 2011

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**1. Welcome and Opening Prayer:** Gerry Clifford

**2. Approval of Agenda:**

Motion: Anne Kibler  
Second: George Cortes


**3. Declared Pecuniary Interest:** Nil

**4. Approval of the Minutes**

Motion: Anne Kibler  
Second: Katherine Flitton

**5. Discussion Items**

5.1 Bright Link Demonstration – Gerry



The 21<sup>st</sup> Century Learning Consultant, Patrick Eby and Sandra Quehl, Chief Information Officer gave P.I.C. members a demonstration of the Bright Link System and software that will be available in the majority of the schools by March 2012.

#### 5.2 Support for School Council Chairs - Chris

Chris Spere once again discussed the P.I.C.'s willingness to support School Council chairs. Chris will follow up with the School Council Chairs to find out the type of support that is needed.

#### 5.3 Survey Update – Roger

Roger Lawler gave P.I.C. members an update on the Staff, Parent and Student Surveys. The student and staff Board results will be going to the Trustees at the end of May. The parent survey will remain open until the end of June.

#### 5.4 Draft Board Fee Policy - Roger

The Ministry of Education released guidelines on Student Fees for Learning Materials and School Activities. Roger Lawler presented a draft policy on Student fees for the WCDSB. Roger highlighted sections of the new policy that need to be in place for September 2011.

#### 5.5 Conference Updates – PIC Committee Members

Jeannette Cowen shared information from the P.I.C. symposium that was held in Toronto on April 8<sup>th</sup> and 9<sup>th</sup>. Katherine Flitton gave updates from two conferences OAPCE that was held on May 13<sup>th</sup> and 14<sup>th</sup> and the I.C.E. conference that was held on May 15<sup>th</sup> and 16<sup>th</sup>.


A motion was put forward by Chris Spere and seconded by Joseph Ingram *“that Katherine Flitton’s name be put forward for the Regional Representative for OAPCE”*. The Motion was accepted.

Motion: Chris Spere  
Second: Joseph Ingram

#### 5.6 Board PIC Funds – Gerry

Ten elementary schools have received \$400.00 from the Board P.I.C. funds to be spent on parent engagement activities at the school level. Each of the ten schools will report back to Gerry Clifford on how the funds were spent by June 30, 2011.

#### 5.7 St. Benedict Family of Schools Meeting – Chris



The chair, Chris Spere, represented P.I.C. at the May 5<sup>th</sup> St Benedict Family of Schools meeting. He reported the attendance was strong and the evening went well.

#### 5.8 Membership 2011-2012 – Chris

Three P.I.C. members Anne Kibler, Joseph Ingram and Sarah Zamin stated they will not be returning to P.I.C. for the 2011-2012 school year. A posting will go out in the fall to find parents to represent the St David Elementary Family of Schools, the Resurrection Elementary Family of Schools and the Monsignor Doyle Elementary Family.

#### 5.9 C.P.I.C – Peter

A motion was put forth by Peter Reitmeier and seconded by Joseph Ingram *“that the Parent Involvement Committee of the WCDSB changes its operating name to align itself with our key differentiating identity as parents of children in Catholic Schools. Move to rename P.I.C. to Catholic Parent Involvement Committee (C.P.I.C.).”* The motion was accepted.

Motion: Peter Reitmeier  
Second: Joseph Ingram

#### 5.10 Ministry PIC Handbook – Gerry

The Ministry of Education has developed a draft P.I.C. Handbook. An electronic copy of the Handbook and Feedback form that needs to be completed and returned to the Ministry by November 30, 2011 will be emailed to all P.I.C. members to respond to.

#### 5.11 Volunteers in Schools - Joseph

Criminal Background Checks on all parent volunteers was raised by Joseph Ingram who believes all parent volunteers should have one completed and on file. Gerry reviewed the Board Policy on *the Use of Volunteers in a School Setting, APO 001*. Gerry will bring Joseph’s concern forward to the Planning and Priorities Committee.

## 6. Adjournment

Motion: Sarah Zamin  
Second: Joseph Ingram

## Next Meeting – September 28, 2011