### Catholic Parent Involvement Committee Minutes

**Date:** Wednesday, February 14, 2018  
**Time:** 6:00 pm (Dinner @ 5:30 pm)  
**Location:** Catholic Education Centre – Board Room

**Next Meetings:**  
- Wednesday, March 21, 2018 – 5:30 pm (CEC- Board Room)  
- Wednesday, May 9, 2018 – 5:30 pm (CEC- Board Room)  
- Wednesday, June 13, 2018 – 5:30 pm (CEC – Board Room)

### Attendees:
- Committee Members:  
  - Judy Merkel (Administrative Official)  
  - Linda Gregorio (Co-Chair & Member at large)  
  - Chris Spere (Co-Chair and St. Mary Elementary)  
  - Manuel da Silva (Trustee)  
  - Amy Fee (Trustee)  
  - Brian Schmalz (Trustee-alternate)  
  - *Vacant (Elementary Principal Rep.)*  
  - Julie Hofstetter (Kitchener Secondary)  
  - Miranda Jensen (Member at large)  
  - David Perlaky (St. Benedict Elementary)  
  - Denise Porter (Waterloo Secondary)  
  - Gorette Varao-Woodman (Monsignor Doyle Elementary)  
  - Andrea Visneskie (St. David Elementary)  

### Regrets:
- Deacon Ed MacIntosh (Diocesan Rep.)  
- Simone Beaucage (Secondary Principal Rep.)  
- Eric Vaz (Cambridge Secondary)  
- Kimberly Snage (Resurrection-Elementary)

*Green text indicates action item*

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<thead>
<tr>
<th><strong>1. Opening Prayer &amp; Welcome:</strong></th>
<th>Presenter/Approver(s)</th>
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<tbody>
<tr>
<td><strong>2. Approval of Agenda:</strong></td>
<td></td>
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<tr>
<td>• Agenda approved</td>
<td>Chris</td>
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<td><strong>3. Declared Pecuniary Interest:</strong></td>
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<tr>
<td>• None declared</td>
<td>Chris</td>
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4. Approval of the Minutes:
   - Jan. 10, 2018 minutes approved with the quorum to do so
   - Chris

6. Other Correspondence/ Other Business:

   Did you Know? CPIC Mandate and Current Members
   (Current Mandate & Education Act as found on WCDSB site.
   (example: https://www.wcdsb.ca/our-schools/catholic-parent-involvement-committee/)
   - Linda provided a reminder that of keeping the CPIC mandate top of mind in all we do, while also supporting the WCDSB Multi-Year Strategic Plan.
   - CPIC’s Mandate was last updated around 2016
   - Chris and Linda are going to do a first pass at the mandate and bring it to the next meeting
   - Linda also mentioned looking at the by-laws; in the past CPIC had a community member; he resigned but this is something that could be reviewed – maybe a representative from the mental health sector could attend?
   - This topic will be brought forward to the next meeting – please give consideration to who might be a community member next year.
   - Linda mentioned that other school boards are moving to spending money on updating the by-laws. She has seen Durham District School Board’s and it is very thorough. Linda is seeing if it might be possible to duplicate it if appropriate.
   - There was some discussion of updating to comprehensive by-laws next year

   Did you Know? Recent 2017-2018 Mental Health & Wellness Goals.
   - WCDSB’s 2017-18 Mental Health & Wellness Goals sheet ties objectives, timelines, and resources with goals
   - Moving forward CPIC could tie agendas similarly closer to the CPIC mandate
   - In this way it will be easier to see where our impact is strong and perhaps needs improvement
   - This might help school councils as well
   - Linda will set out an example agenda

   Financial Update
   - Judy will bring a full budget update to the next meeting.
   - Question was raised of what schools are spending their $500 on

7. Trustee Update:
   - Amy mentioned that she has received a few calls recently asking, “what does it mean if I join parent council”
   - Amy also mentioned the region is low on drivers and therefore the Board is looking to give drivers a pay raise to become equal with the
   - Amy / Manuel / Brian
next region over and allow the Board to keep quality bus drivers

- The annual report notes we are working toward Stop Arm cameras for buses as a high number of cars are not stopping
- March is the clergy dinner. It is an opportunity to build relationships and talk about the home, school, parish triad
- Manuel mentioned the Renewed Math Strategy report was provided as was the French Immersion review update at the recent Board meeting
- In January the Catholic School Foundation provided their report; their three priorities are mind, body and spirit. They provide sacramental programs, retreat programs etc.
- A Leadership Strategy update was also provided to the Board. The number of aspiring leaders participating in relevant programming has increased greatly since 2012. The overall goal of our leadership strategy is to increase leadership capacity. The three sub goals are to strengthen staff capacity/support succession, appropriately respond to learners’ needs and provide enhancement for leadership capacity while in the community
- The Dominican report came in. Students said it was a “life changing experience”
- In the future Diana will attach the Board monthly report summary to the CPIC minutes or agenda.
- Diana will also ask John Shewchuk (who sends this update) if he can possibly also send it to various communities
- WCDSB embraced the Foundations for a Healthy School Framework as there is a direct connection between achievement and positive well-being. The board has six schools operating on this framework currently and the goal is for all to do so
- CPIC asked if PIC can impact this work? Judy said that being a Healthy School is a principal decision and School councils can make the inquiry of their school – is our school doing something in the framework, what can we do, etc.? This might be something to bring up at Family of School council meetings.
- Trustees sent out an invitation to Linda and Chris to attend a future Board meeting, May 14th might be appropriate as the SEAC Chair will be attending as well. Meetings are the second Monday of the month. RSVP attendance to Melanie Van Alpen, the Chair of the Linkages committee.

8. Discussion Items:

8.1 OAPCE Update: From January 2018 OAPCE Board Meetings

- Linda provided an update on OAPCE elections: Annalisa Crudo-Perri is the new OAPCE President and Chair. Linda herself is the new Vice President, Chuck Farmer is the Treasurer and Linda Dodson Trchala is the Secretary.
- Linda said the next OAPCE conference will be smaller as OAPCE heads into their 80th anniversary. OAPCE is looking for volunteers to participate on the 80th Committee
- 2019 is their 80th anniversary

8.2 Sub-committee update:
### 8.2.1 Recent ‘All Chairs Meeting’

- Denise said about 38 Council Chairs attended plus guests (trustees, etc.)
- Dr. Forristal’s speaking fee is $400, and she will be speaking on Feb. 27th at 6p.m. at St. Agnes giving a fuller presentation of the Umbrella Project
- The breakout session feedback was distributed
- The next step is deciding where we go from here
- It seemed like two meetings per year was preferred by attendees
- Chair meeting attendee feedback suggested holding the meeting earlier in the year. Judy mentioned it would likely have to be in October due to commissioning of Chairs and OAPCE reps
- A roadshow was suggested as another option instead of two meetings, or maybe a webinar?
- It was also mentioned that many Chairs don’t know who their PIC rep is. Diana can tell Chairs who their rep is
- Next year when Chairs send in their names CPIC can inform them who their rep is
- Parents who are not on PIC can volunteer on a subcommittee. Julie mentioned that everyone at her table wanted to help. Julie also mentioned that some parents didn’t know what CPIC was.

### 8.2.2 Pro-Grant Committee – Set date for planning session / Assign Chair of Committee / Confirm Members

- The Pro Grant Regional event is set for May 15th, a Tuesday night, 6-9 p.m.
- The subject is Fostering Healthy Minds, Healthy Children and Vibrant Connected Communities
- Ideas included 1 or 2 keynotes, one likely Loretta and another fairly high profile keynote
- There could be breakout sessions or a panel with pre-planned questions
- Focus on elementary and high school
- St. Mary’s is the possible venue
- The WCDSB mental health lead will attend
- Vendor fair to start
- Judy will chat with the staff Mental Health lead about options
- The panel could outline the number of resources there are available and different points of view; could reach out to the School Council Chairs – Julie, Andrea and Denise volunteered – Linda said she has the list
- We have $7500 in the grant; some will go to childcare, food
- The Pro Grant committee will take a look at that and bring it back to the full committee

### 8.2.3 Communication Committee - Set date for planning session / Confirm Chair Simone / Confirm Members

- Manuel mentioned that the Commissioning of Chairs is an opportunity to highlight CPIC – provide a simple explanation of what CPIC is and its members and their availability as a resource; perhaps include a
welcoming letter from CPIC to the Chairs
- For instance, the Linkages committee of the Board sent out letters of welcome, and appreciation to new members (CPIC, SEAC, etc.)
- Chris reinforced the idea of giving schools enough information that it is helpful and yet not overwhelming to the parent volunteers.
- The sub-committee will determine what the key messages are that we want to send out. Manuel mentioned there some reciprocity in messaging might be helpful.
- These ideas are parked with the Communication sub-committee
- Volunteers include Denise, Simone, Linda and Andrea

9. Miscellaneous
- Members said the later meeting time worked better
- Dave mentioned he has no issue with going 'on a roadshow' to visit his schools
- Diana will see what communication can occur with Chairs – as some Chairs do not want to receive Ministry/external emails

10. Gratitude and Closing Prayer: