# Catholic Parent Involvement Committee Minutes

**Date:** Thursday, October 11, 2018  
**Time:** 6:00pm (Dinner @ 5:30 pm)  
**Location:** Catholic Education Centre- Boardroom  
**Next Meeting:** Feb. 6, 2019

### Committee Members:

- Vacant (Diocesan Rep.)
- Judy Merkel (Administrative Official)
- Linda Gregorio (Chair & Member at large)
- Manuel da Silva (Trustee)
- Vacant (Trustee)
- Brian Schmalz (Trustee)
- Chris Woodcroft (Secondary Principal Rep.)
- Sharon Adie (Elementary Principal Rep.)
- Julie Hofstetter (Kitchener Secondary)
- Vacant (Member at large)
- David Perlaky (St. Benedict Elementary)
- Denise Porter (Waterloo Secondary)
- Vacant (Resurrection Elementary)
- Gorette Varao-Woodman (Monsignor Doyle Elementary)
- Eric Vaz (Cambridge Secondary)
- Andrea Visneskie (St. David Elementary)

### Attendees:

Manuel DaSilva, Linda Gregorio, Judy Merkel, Dave Perlaky, Denise Porter, Eric Vaz, Andrea Visneskie, Chris Woodcroft, Diana Bumstead (recorder)

### 1. Opening Prayer & Welcome, Call for additional Agenda items

- Chris Woodcroft was welcomed to the Board. Chris will serve as the Secondary administrative rep.

### 2. Approval of Agenda:

- Approved.

### 3. Approval of the Minutes:

- Approved.

### 4. PPM161 – Supporting Children and Students with Prevalent Medical Conditions

Laura Shoemaker, Superintendent of Learning
- PPMs are issued by Ministry
- PPM 161 standardizes the template for that percentage of the student population that need regular access to medical care
- Chris added this standardization is great for when students transfer between schools
- Superintendent Shoemaker said the Board is piloting plans of care for each exceptionality. The Board just completed the heart condition plan of care pilot.
- Pediatricians, LHIN, Principal and teacher involved.
- Laura worked with WRDSB who has created an electronic plan of care.
- If you’re a teacher and require a supply – must put in notes that a student has a plan of care; are also protocols for the supply teacher that shows up.
- PPM asks that information be brought forward to SEAC, CPIC, etc.
- Feel free to contact Superintendent Shoemaker with any questions
- Question was posed over whether mental health conditions could be covered here. This PPM relates to more prevalent medical conditions that are severe where the student could die (so less so mental health issues.)
- Superintendent Shoemaker said PPMs are usually very timely and used to address larger than local issues.
- Question asked on what triggers the plan of care. A family physician may contact the LHIN (KidsAbility) and transition into school with all this information. Anaphylaxis students – on registration there is a critical medical alert form. The minute the parent checks off this they discuss the plan of care.
- PPM 161 has been vetted by parents with students with prevalent medical conditions. Linda asked if Healthy and Safe schools committee has vetted it. Let chairs know that it was vetted.

5. CPIC Chair Election
- Linda was nominated by Manuel da Silva; seconded by Dave Perlaky to be chair. Linda accepted the nomination and was voted in as Chair.

6. Other Correspondence/ Superintendent Update
- Judy has not heard about funding for PRO grants or other grants
- Judy said school improvement plans have added a new point around parent engagement
- How are we engaging our parents?

Judy
- Continuing education has funds available for tutoring for parents. Schools can run this program for at minimum 10 parents. Only principals can apply for the funding. CPIC can send school chairs more information on the program. Add this to the initial information that goes to Chairs.
- Judy discussed parent engagement at the last administrator meeting.
- Chris added another point that parents may not be aware of, that every day at lunch there is help for math in every high school.
- Judy also reminded people that there is Homework help is also available online gr. 7-12 using a student’s OEN. It is in the evening.

7. **Trustee Update:**
- Manuel mentioned that EQAO results are in and found in the Board bulletin, as well as a construction update - $12.5 million total.
- Father Joseph is the new Spiritual animator.
- Meeting of the whole is Monday. Next week trustees will be doing some volunteer work with the Food Bank. Try to give back in the community a couple times a year. CPIC offered participation/ representation at trustee events.
- Linda hoping to improve communication with All Chairs, and other areas such as SEAC, Mental Health Lead and with trustees. Encouraging everyone to stay abreast of what is happening at the Trustee level by reading the Board bulletin link.
- Note: All Trustee meetings are public. Next trustee meetings: Oct. 29, Nov. 12 (Committee of the Whole), Nov. 26, Dec. 3 (Inaugural Election Chair/ Vice Chair), Dec. 10 (Committee of the Whole)

8. **Discussion Items/ Updates:**

8.1 **OAPCE Update**
- The OAPCE summit, as different then the annual Conference, which was originally scheduled in Whitby has been cancelled. It may be moved and run in another region but until further notice the registration link has been made inactive.
### 8.2 Council Chair event
- Judy mentioned that there was concern that running the chair event first, before the Commissioning, would detract from the commissioning event. This is the third year of the commissioning. CPIC reiterated support for the Chair event.
- The preference would be to hold this event annually in October as part of new member orientation and onboarding process. If we can’t this year we will aim to do so next year.
- The Fall event would share best practices with Chairs. Chris thought end of March might work well because many school Pro grants go in April.
- Will look for dates in Board Master calendar and we are looking to the calendar to try to get something in this year before Christmas.
- CPIC can send something to school council soon such as “Here are the CPIC members for your school.” CPIC member could attend a chair’s meeting.
- It is CPICs hope to engage more at the school level in support of carrying out the CPIC mission and mandate.
- At the end of Nov., early Dec., look at communication piece and roll that out. Judy to find a date and put out parameters on what the evening will look like.

### 8.3 Commissioning for School Council Chairs
- November 6 is the date for the commissioning. All CPIC members are invited. RSVP by Oct. 25th.

### 8.4 Recruitment of CPIC Members
- Bernadette, Patricia and Lindsay accepted as CPIC members. Bernadette as a member at large. Patricia to serve for Resurrection elementary and Lindsay at St. Mary’s elementary. CPIC to ask Bernadette if she’d like to be a member-at large.
- CPIC to send them a welcome letter and if possible try to meet with the new members or talk by phone to give them some overview of CPIC prior to them attending the Commissioning event.

#### 9. Gratitude and Closing Prayer:

#### 10. Adjournment