# Catholic Parent Involvement Committee (CPIC) Minutes

**Date:** Wednesday, September 27, 2023  
**Time:** 5:30pm to 7:00pm  
**Location:** Catholic Education Centre, 35 Weber St. W., Kitchener  
**Teams Link:**  

## Attendees:
- Judy Merkel  
  Superintendent  
- Monica Carlin  
  Administrator, Secondary  
- Andrew Gordon  
  Administrator, Elementary  
- Joy Stephen  
  Monsignor Doyle FOS  
- Chetna Tomar  
  Resurrection FOS  
- James Sebastian-Scott  
  CPIC Chair / St Benedict FOS  
- Paul Marchwica  
  St Mary’s FOS  
- Dave Perlaky  
  Parent Representative (Secondary – Cambridge)  
- Kathy Doherty-Masters  
  Trustee/Vice-Chair  

## Virtual Attendees:
- Abuobeida (Obaida) Mudawi  
  Parent Representative (Member at Large)  
- Cara Ferreira  
  Member-at-Large  
- Tina Karwalajtys  
  Member-at-Large  
- Marisa Phillips  
  Trustee  

## Regrets:
- Brenda Tibingana-Ahimbisibwe  
  Parent Representative (Member at Large)  
- Melissa Phillips  
  Member-at-Large  
- Julie Molenaar  
  Trustee  

## Recorder:
- Jessey Fraga  
  Executive Administrative Assistant  

## Action Items
- Noted in Green

<table>
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<th>TOPIC</th>
<th>Presenter</th>
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<tr>
<td>1. Opening Prayer &amp; Welcome, Territorial Acknowledgment, Call for Additional Agenda Items</td>
<td>Judy</td>
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| 2. Approval of the September 27, 2023 Agenda  
  Dave moved and James seconded approval of the Agenda. | Judy |
| 3. Approval of the Minutes of May 17, 2023  
  James moved and Dave seconded approval of the Minutes. | Judy |
| 4. Approval of the Agenda and Minutes June 7, 2023  
  Marisa moved and Cara seconded approval of the Minutes. | Judy |
| 5. The group agreed to conduct future CPIC meetings at 6:00pm with dinner commencing at 5:30pm. | James |
6. The group was agreeable with the number of meetings scheduled for this school year (September 27, December 13, January 24, April 17, and May 29).

   Motion: We confirm our five meetings as scheduled in addition to the dates that include the onboarding and the commissioning and leave the option for a sixth meeting in June should the committee deem it appropriate in May.

   Marisa moved the motion and Joy seconded.

7. Superintendent Update
   • Opening of St. Josephine Bakhita CES
   • Enrollment continues to expand as well as Grade 9 cohorts
   • School Improvement Planning
   • Work on Multi-Year Strategic Plan

8. Trustee Update
   • New Builds
   • Expanding some of the schools
   • Renovation completion in some schools
   • Sally Fuentes has resigned as trustee
   • Conrad Stanley is new addition as trustee

9. Onboarding Session (October 19, 2023)
   • Group in agreement with agenda

10. PRO Grant
    • Schools apply for funds (applications sent out to admin)
    • Review structure of speakers in schools
    • Offer speakers to entire system to reduce redundancy (livestreamed and recorded)
    • Four events proposed:
      1) Cyber safety presentation;
      2) Human trafficking;
      3) SEAC Committee special education and inclusion event;
      4) St. Louis event.
    Action: James to reach out to Paul Davis about approximate cost of livestreaming and recording an event.
    • PRO Grant discussions to continue online once we hear back from James regarding Paul Davis.