

**MINUTES OF THE CATHOLIC PARENT INVOLVEMENT
COMMITTEE (CPIC)**

Date: December 7, 2020
Time: 7:00 pm
Location: Virtual Meeting

Members Present

T. Arruda Newns
S. Boulanger
V. Chininea
M. Duarte
L. Efremova
D. Foster
S. Furlong-Warren
L. Gallo
D. Garell-Teti
O. Iluyomade
M. Lourenco
J. MacLeod
V. Monaco
T. O'Brien
S. Sywash

Guests:

P. Daly
N. Guzzo

Regrets: Fr. Francis Salasiar

Chair: G. Bergin
J. Santos

Recording Secretary A. Brown

1. Opening Prayer & Welcome

The meeting opened at 7:00 p.m. with N. Dinolfo leading the group with prayer and Land Acknowledgement.

2. Approvals & Revisions

i) Agenda: G. Bergin suggested on behalf of D. Foster that we add “an update to the Bullying Prevention Committee” and S. Furlong-Warren will speak to this, as well as Trustee Guzzo under “Other Business”

Moved by: S. Boulanger
Seconded by: M. Lourenco

That the agenda be approved.

CARRIED

ii) Minutes

Moved by: L. Efremova
Seconded by: L. Gallo

That, the minutes of the November 9, 2020 Catholic Parent Involvement Committee be approved and submitted.

CARRIED

3. Board Update

- N. Dinolfo informed the committee that we are continuing with Covid protocols following recommendations by Halton Region. The Halton Region screening tool has not changed so we will continue with what was in place prior to this weekend.
- We have added the use of lockers to elementary protocols in schools. Guidelines followed by Public Health, but schools are making it specific to their own building and student movement.
- Schools are preparing for the Advent season with many activities taking place. Schools are sharing through their Twitter feeds what they are doing on the weekends, evenings and during the day for Advent/Christmas celebrations.
- Learning turnaround survey closes tonight at midnight and we are looking at numbers are possible reorganizations in virtual and face to face settings. Nancy receives daily updates, so far 548 responded with 33% virtual 67% going face to face. A hard cap of 25 will not be compromised. Adjustments will have to be made and parents will be notified by December 18, 2020 of their child's placement.
- January 2021 – Kindergarten Registration – online registrations are open, but with Covid protocols, parents are asked to wait for a call from the school office, and over a 3 week period, will be given an assigned time and date to come to the school to provide documentation to complete the registration.
- Secondary schools are taking Gr. 8 regs. for the 2021-2022 school year for the Gr. 9 students. IB/AP students have completed their registrations and schools will confirm their placements. High schools did a great job with their virtual presentations for Gr. 9s, welcoming them to their high school careers.
- Secondary Schools: draft schedules are set for quads 3 and 4. There will be a turnaround day in between each quadmester, similar to the turnaround day between quad 1 and 2. Quad 2 and 3 turnaround is the PA Day scheduled on Feb 5, 2021. Quad 3 and 4 turnaround day will be in April 2021.

Question posed: is this for both elementary and secondary? What is the comparison between the last turnaround period?

Answer: the survey is for elementary only. Secondary is fluid; if a student is struggling in either cohort, secondary students can make the switch immediately.

Last turnaround – more 50/50; very little discrepancy regarding the number of students who came in and went out. The movement was about 300. The data today is approx 548 families responded with approximately 180 going virtual and about 380 going back face to face. The survey closes at midnight tonight.

4. Trustee Update

Trustee M. Duarte updated the committee on information from the Board meeting on:

November 7, 2020 Board meeting update:

- we had 2 delegations for the expansion of early French immersion program.
- A couple of policies of interest for CPIC: I-04 Cross Boundary Attendance and I-29 School Boundary Review Process. Policies were reviewed and approved again.
- the alternate boundary and interim accommodation recommendations for Milton Catholic Secondary boundary review for Milton Secondary School #3 were approved by trustees.

- trustees approved to proceed with planning matters to initiate a school attendance boundary review for Oakville #4 Catholic Elementary School

December 1, 2020 Board meeting update:

- A new Chair of the Board, Patrick Murphy was elected, and Vice Chair re-elected Marvin Duarte for a term of 1 year. Looking to work closely with CPIC to involving parents and encouraging them to be more engaged in our schools. Strongly believe in home school partnership and look forward to hearing from and supporting our parents.
- Presentation on International Day of People with Disabilities. December 3rd is the International Day of People with Disabilities. Our board has celebrated with the significant contributions of people with disabilities. Through a motion by Burlington Trustee Agnew, this day/week will now be a permanent fixture in our HCDSB school system.
- Delegations on French Immersion and a report on projections for the 2021-2022 school year. Milton has the highest FI demand with 134 registrations, Oakville with 116, followed by Halton Hills and Burlington. He stated that Trustees would like to see a growth in the French program with resources available, budget, space etc. and to do it equitably and be sure that the reg track program is not affected.
- Trustee M. Duarte attended the OAPCE 81st annual webinar on November 1st and was impressed with speakers and presentations. OAPCE wonderful job encouraging parents to get involved.
- Wished committee members a Merry Christmas and a Happy New Year.

Question posed: *will we discuss the outstanding item on agenda regarding the School Council Policy?* G. Bergin explained the CPIC will be reaching out to School Councils for their input on that policy and procedure.

Do new CPIC members have an opportunity to provide their input on this policy, because of the new membership? Answer is yes.

Next question: *Is this the policy regarding the number of Non-Catholics on School Councils? Where are we with this policy?*

N. Dinolfo explained that last school year (2019-2020) the CSC/CPIC policy was up for review. Review involved discussing the procedure which has the allotment of Catholic/non-Catholic parents. There is no number for Catholic parents, in the procedure there are 2 non-Catholic parents. Feedback asked from Councils and CPIC is on the # of non-Catholic parents. Particularly in the secondary setting where there is a large number of non-Catholics, is this an accurate representation of the Catholic school council in that setting. CSC will bring feedback to the policy committee through CPIC. Hoping communication to CSC in Jan/Feb meetings to review the policy/procedure and give feedback to CPIC to the policy committee.

Trustee N. Guzzo confirmed that the policy/procedure is going out for feedback to the Councils through CPIC. The discussion at policy was for new CPIC members to have to opportunity to review it before it goes out to CSC. Is 2 non Catholic a correct reflection of what our school councils are, and does it make sense if we have a School Council of 10 vs 20. Policy wanted to get CSC feedback to see how their councils are functioning and their thoughts.

Is there a proposed change to the number of non-Catholic reps on CPIC as well?

Trustee N. Guzzo stated that no, that is not one of the proposed changes. Left to go back for feedback to the school's council. No changes have been proposed, and no changes have been discussed. Still at stakeholder feedback piece.

For clarification: on agenda at policy, it was showing a change of CSC from 2 non-Catholics to 4. There is no proposed change for CPIC membership. N. Guzzo agreed, as CPIC has their own set of bylaws.

N. Dinolfo clarified that there was discussion at policy committee about changing it, but it has not passed yet.

J. Santos added an action item to forward this info. out to council to gather more feedback for the board.

5. OAPCE Update

- D. Garell-Teti informed the group that there was a nice Halton presence from parents and OAPCE reps for the virtual parenting series AGM in November. Got great feedback.
- She thanked the committee for creating OACPE networking room before the Council of Chairs meeting, even though the room wasn't set up properly, and she would like that to continue. She feels its important for OAPCE reps. to attend Council of Chair meetings in the future as she provides OAPCE updates and feels its helps with communication.
- OAPCE has invitation to provide input for education funding for 2021-2022 school year. She was asked to compose feedback for OAPCE on topics such as Covid-19 outbreak, online learning adjustment, managing info for student achievement and secondary class size compliance etc.
- OAPCE executive director has had several conversations regarding the return to school plan and wrote an open letter to the Minister of Ed. OAPCE is an education partner with the Minister of Ed. and was invited to meet with the Minister of Ed.
- In November, OAPCE participated in an online consultation regarding online learning courses that student will have to participate in in the upcoming school year. Key feedback to Minister of Ed. regarding ensure catholic teachers are delivering courses in the CDSBs and religion courses remain in school and not offered as part of the new direction.
- Bylaws reviewing. They have been updated and posted on website. Continue to review.
- Closed Return to School survey and had 400 parents participate. Still tabulating results. Shared on website one complete and presented to Minister of Ed.
- Submitted regional report for the last quarter. Will probably come out in another Parent to Parent newsletter in January.

Noted: issues getting into FoS networking sessions at Council of Chairs and will try again for next Council of Chairs meeting.

OAPCE reps at future C of C meetings, N. Dinolfo stated that OAPCE reps are always welcome at CofC meetings. They will be added to the next CofC distribution list for February.

Question posed: *The 400 responses for the Return to School survey: were these from across the board or just Halton? What was Halton's participation rate?*

Answer: this was across all boards and D. Teti Garell does not have HCDSB participation rate yet but will get them once the results are tabulated.

Noted: perhaps CPIC could help promote OAPCE role – we could make it a goal to increase participation.

6. CPIC Mandate and Subcommittees

- G. Bergin discussed CPIC mandate and how to accomplish this. In the past, established regular meetings, CofC meetings, know routine, established subcommittees. Would like

to discuss how to best accomplish mandate this year. Mandate – School Council support, what can/should we do to help them be as effective as they can be and community engagement. How are we connecting between school, family and church?

With current environment in mind, what are the most pressing issues?

- CofC meeting – great feedback and content was great – mental health, managing screen time, D2L etc. How can we deliver this for broader application throughout the board and to Schools Councils and parents etc.
- N. Dinolfo suggestion for D2L – create webinars for parents by teachers who are actually and currently using D2L with their students in the classroom or virtually. Real life example through teacher’s lens. If teachers are willing to do it with their students, it may be more meaningful and engaging for parents.
- Mental health -create webinars specific to programs in elementary and secondary. She would like to highlight what is being done at secondary level. Secondary looks different because of the cohorts and students aren’t at school for a long period of time, but we would like parents to know that programs are place for secondary students.
- S. Furlong-Warren’s presentation was excellent and was sure parents had additional questions. If we could post those to CPIC site and hopefully it will be more engaging and valuable for parents.
- G. Bergin asked the committee for their ideas, based on feedback from their schools, councils, families etc. Opened discussion on methods of engagement:
- J. MacLeod: reminded committee of subcommittees already established pre-pandemic with new logo for website and CPIC Facebook and other CPIC social media platforms. He was wondering what happened with these ideas and would like to get them started again. Asked S. Furlong-Warren to discuss offline on how to get materials up and get this idea rolling again.
- M. Lourenco asked if this information can be posted to the Board’s YouTube, as many parents are not on social media for easy access. Answer: yes.
- M. Lourenco wondered if CPIC can offer School Council training, as they used to do in the past in order to mainstream school councils. Also, wondering if the manual update is possible. CPIC mandate is to support council and this would help with that, especially with new council members coming in every year. G. Bergin will check bylaws specific to the training portion of the question.
- N. Dinolfo informed that some schools use the manuals, but some schools have moved towards to more online information through a CSC One Note Binder. Perhaps a subcommittee can look at the training of council members.
- S. Furlong-Warren asked if we had an employee of the board (Graphic Design) to create infographic template to use for important information like “easy to digest” information for parents to refer to, as opposed to 12 page PowerPoint slides, or long videos to watch to get the information they are looking for.
- G. Bergin suggested a leaflet with ideas that CPIC has come up with regarding information discussed at meeting.
- J. MacLeod reminded pre-made templates with new logo, stamp etc. Wondering if someone in Communications still has this information.
- G. Bergin ended the item with the re-establishing the following sub-committees:
 - School Council Support
 - Parent/Community Engagement
 - CPIC by-laws

G. Bergin will email committee looking for volunteers for these sub-committees.

7. Council of Chairs Pre-Planning Thoughts/Ideas:

- G. Bergin wanted thoughts for the next Council of Chairs meeting – ideas tabled – equity and inclusion officer can come out to present. New initiative – anti-black racism. Fundraising ideas and initiatives in a challenging environment. Provide a method to share with all. Networking time. Desire to have break out rooms at the beginning of Council of Chairs meeting.
- Fundraising sooner than later and should be a priority discussion item in the parent/community engagement subcommittee.
- T. Arruda-Newns shared with group that networking with others at CofC brought up many great ideas for fundraising. As all schools in the board fundraise, looking for discount pricing / virtual auction etc.
- D. Teti-Garell – looking for faith and identity be included in Cofc . Put more Catholic component into the meetings. Would like to brainstorm ideas on how to include into meeting.
- Reach out to school councils re: themes happening i.e., drive through fundraisers in Oakville, but not happening until spring/summer. Need to think outside box for the rest of the year.
- D. Foster discussed fundraising with a store with profits going to schools or gift cards etc. With social distancing, make this info available to schools. Faith – interactive – ask why chose to send child to Catholic school. Choice/feedback/interactive.
- G. Bergin suggested “Renewing the Promise” used to be woven through Council of Chairs meeting. Felt kept grounded in our faith. Please email ideas to cpic@hcdsb.org

8. Other Business/Future Agenda Items:

Update from Bullying Prevention Committee – S. Furlong-Warren

The committee has met a few times and they are currently going through existing policy in sections – Special Education, Mental Health, Equity & Inclusion and Progressive Discipline and dissecting each area for wording, relevancy etc. Ensuring consistency board wide for both elementary and secondary. Once complete, this policy will come back to CPIC before it goes to policy.

Trustee T. O'Brien's concerns as a teacher where a lot of bullying takes place in the unsupervised areas of the school (washrooms etc.). Struggle is how to prevent bullying from happening in these areas. Has the committee discussed this at all? Other discussion took place about this policy.

Answer: not yet. Just looking at policy for now and then hoping to expand for stakeholder feedback etc.

Can these meetings be recorded? Answer: no – considered working group. Not open to public. It will come to CPIC before it goes to policy, so you will see changes before it goes to policy.

PRO Grants – what is happening? FOS allocated? Last years funds? What happens if they weren't spent?

Funding opportunities for parent engagement? N Dinolfo has not heard about PRO grants for this year. All other funds are to go through your school Principal. She will check with Superintendent Lofts regarding last year's monies.

M. Lourenco brought up a parent question regarding the timing of the announcement of Inclement Weather/Bus Cancellations Days. Parents feel that the 6:30 a.m. announcement is too late for them. Is it possible to change the announcement time?

Note: timeframe based on HSTS and senior staff. There is always a lead up, and it just doesn't come from one person. M. Lourenco asked if that announcement time can be revisited. Feels if one person has a concern, others will as well.

Director Daly briefly explained how the inclement weather decisions are made. In the last 2 years, inclement weather has been called by 6:00 a.m.

Director Daly also informed the committee that the Board is updating their website and is looking for parent feedback. He added the link to the chat.

At the end of the meeting, N. Dinolfo provided M. Lourenco with the procedures for calling an Inclement Weather/Bus Cancellation Day (attached).

All future dates for CPIC meetings and Council of Chairs meetings are posted on the screen (below). All meetings are virtual for the rest of the year.

9. Closing Prayer

N. Dinolfo closed the meeting with a prayer

10. Adjournment

Meeting was adjourned at 8:30 p.m.

| 2020-2021 CPIC Meeting Dates | |
|---------------------------------------|---------|
| 7:00 – 9:00 p.m. | |
| Monday, September 14, 2020 | Virtual |
| Monday, October 5, 2020 | Virtual |
| Monday, November 2, 2020 | Virtual |
| Monday, December 7, 2020 | Virtual |
| Monday, January 18, 2021 | Virtual |
| Monday, March 1, 2021 | Virtual |
| Monday, April 12, 2021 | Virtual |
| Monday, May 3, 2021 | Virtual |
| Monday, June 7, 2021 | Virtual |

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| 2020-2021 Catholic Council of Chairs Meetings 6:30 – 9:00 p.m. | |
| Wednesday, October 14, 2020 | Virtual |
| Wednesday, February 24, 2021 | Virtual |
| Wednesday, May 19, 2021 | Virtual |

Inclement Weather Infographic

Please click [Here](#) for the Inclement Weather Infographic outlining the process of announcing school and/or bus cancellations