



## Parent Involvement Committee Minutes

**Date:** Tuesday, March 29, 2022

**Time:** 6:00 p.m.

**Location:** [Google Meet](#)

**Attendance:**

Paul Best (CPCO), John Caputo (Trustee), Fil Lettieri (Superintendent of Education), Jennifer Mihailiuk (Parent - St. Basil SSM), Anthony Orazietti (Parent - St. Mary's F.I.), Tiziana Palumbo (CPCO), Adam Pinder (Parent - St. Mary's F.I.), Kathleen Rosilius (Trustee), Danny Viotto (Director of Education), Nadia Zanatta (CPCO)

**Regrets:** Rose Burton Spohn (Director Emeritus), Amy Tolin (OECTA)

**Chair:** Anthony Orazietti

**Minutes:** Nadia Zanatta

AGENDA ITEMS		DISCUSSION POINTS	LED BY
1.	Prayer	<ul style="list-style-type: none"> <li><a href="#">Board Prayer</a></li> </ul>	A. Orazietti
2.	Minutes	<ul style="list-style-type: none"> <li>Review the minutes from <a href="#">March 8, 2022</a></li> </ul>	A. Orazietti
3.	Catholic School Council Updates	<ul style="list-style-type: none"> <li><b>Holy Family:</b> <ul style="list-style-type: none"> <li>➤ Next CSC meeting is scheduled in early April</li> <li>➤ CSC filled in a Google Doc to share fundraising ideas and provided input on purchasing outdoor equipment</li> </ul> </li> </ul>	PIC Members

		<ul style="list-style-type: none"> <li>➤ It was recommended to purchase equipment that can be transported easily</li> <li>➤ VP is looking at a program whereby older students lead games for younger students, helping them to play together</li> <li>● <b>St. Basil:</b> <ul style="list-style-type: none"> <li>➤ Seeds and plant packages were given out as part of the school's PRO Grant activity</li> <li>➤ All families were asked to plant the seeds last week</li> <li>➤ Planting will happen at the school as well</li> <li>➤ CSC has not met since the last PIC meeting</li> </ul> </li> <li>● <b>St. Mary's College:</b> <ul style="list-style-type: none"> <li>➤ Working on the Multicultural PRO Grant evening</li> <li>➤ CSC is in the process of finalising the booths</li> <li>➤ Registration form will be going out early next week</li> </ul> </li> <li>● <b>St. Mary's French Immersion:</b> <ul style="list-style-type: none"> <li>➤ Meeting is scheduled for tomorrow night (March 30th)</li> <li>➤ Adam met with P/VP to outline details from now until the end of the school year</li> </ul> </li> <li>● <b>Our Lady of Lourdes French Immersion:</b> <ul style="list-style-type: none"> <li>➤ Meeting is scheduled for Thursday, March 31st</li> <li>➤ One initiative that is happening is Sunflowers 4 Ukraine, which is a campaign to support the people of Ukraine, by raising funds from selling seeds for planting</li> <li>➤ Flames Family Skate + Hockey Game against the Elliot Lake Red Wings was the first event with parents, students and staff. There was great community building and a very positive response from all involved.</li> </ul> </li> </ul>	
4.	<b>SEAC Update</b>	<ul style="list-style-type: none"> <li>● The next meeting is scheduled for <b>Wednesday, March 30th at 4:00 p.m.</b></li> </ul>	F. Lettieri
5.	<b>Promotional Update</b>	<ul style="list-style-type: none"> <li>● <b><u>Flyer &amp; Registration</u></b> <ul style="list-style-type: none"> <li>➤ Fil shared the flyer with the group.</li> <li>➤ Nadia and Amy created the flyer and Jim Fitzpatrick, the board's Communication Officer, added the board branding.</li> <li>➤ Each week, Jim will share a social media post about the upcoming session.</li> <li>➤ Fil shared the flyer with the P/VP group, asking them to share it with their school communities through School Messenger, social media platforms, the April calendar and newsletter, etc.</li> <li>➤ The flyer is posted on the board website and social media pages.</li> </ul> </li> </ul>	A. Tolin and N. Zanatta

		<ul style="list-style-type: none"> <li>➤ Trustee Caputo suggested inviting the Trustees to the PIC Virtual Series. Fil and/or Danny will do this.</li> <li>➤ Trustee Rosilius suggested placing flyers on Church bulletins.</li> <li>➤ Fil will follow up with Jim regarding a news release about the event.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Brochure</b> <ul style="list-style-type: none"> <li>➤ Tiziana is working with Jim to finalise the brochure, including School Council contact information.</li> <li>➤ Jim will share the proof soon</li> </ul> </li> <li>● <b>Magnets</b> <ul style="list-style-type: none"> <li>➤ The magnet was shared with the group.</li> <li>➤ The sample was approved by Jim today.</li> <li>➤ Jennifer will follow up with the timeline of when they will arrive and when we will be able to distribute it to our participants.</li> <li>➤ We will also have enough for Kindergarten registrations.</li> </ul> </li> <li>● <b>HSCDSB Swag</b> <ul style="list-style-type: none"> <li>➤ Jim will be ordering a variety of items (i.e., cell phone holders, pens, notepads, lanyards, etc).</li> <li>➤ Jennifer brought up the idea of reusable totes with board branding.</li> <li>➤ Trustee Rosilius recommended that the tote bag be used for Kindergarten registration.</li> </ul> </li> </ul>	<p>T. Palumbo</p> <p>J. Mihailiuk</p> <p>F. Lettieri</p>
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6.	<b>PIC Funding Project</b>	<ul style="list-style-type: none"> <li>● Update from each Sub-Committee: <ul style="list-style-type: none"> <li>➤ <b>Parent Involvement In Catholic School Communities</b> <ul style="list-style-type: none"> <li>- Led by T. Palumbo and F. Lettieri on Thurs., April 7</li> <li>- Father Daniele and Stephanie Parniak will present ways to get involved and support a child in Catholic Education</li> <li>- Linda and Tony Barone will lead a presentation on involvement in Catholic School Council and draw on their extensive experience in volunteering in both elementary and secondary schools</li> </ul> </li> <li>➤ <b>Monitoring Children’s Mental Health</b> <ul style="list-style-type: none"> <li>- Led by A. Tolin and A. Pinder on Mon., April 11</li> <li>- Jared Lambert, the board’s Mental Health Leader, has the speaking information prepared</li> <li>- A recommended book will be purchased for each participating family.</li> <li>- 45 minute presentation + 15 minute Q&amp;A, focussing on both elementary and secondary students</li> </ul> </li> <li>➤ <b>Indigenous Education</b> <ul style="list-style-type: none"> <li>- Led by N. Zanatta, P. Best and A. Oraziotti on Thurs., April 21</li> <li>- Anthony and Nadia met with the presenter, Joanna, today to confirm the details of the session</li> <li>- The smudge kits are in, and the group will work on the distribution of kits within the registered communities prior to the session</li> </ul> </li> <li>➤ <b>Cyber-Safety and Anti-Sex Trafficking</b> <ul style="list-style-type: none"> <li>- Led by D. Viotto and J. Mihailiuk on Mon., April 25</li> <li>- Very important topic</li> <li>- Constable Detective Jack Rice will be the presenter; he oversees the technological unit</li> <li>- The group is meeting with him on Thursday to go through the details</li> </ul> </li> </ul> </li> </ul>	Sub-Committee
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7.	<b>Reminders</b>	<ul style="list-style-type: none"> <li><b>Purchasing Protocol</b> <ul style="list-style-type: none"> <li>➤ Please send a request to Fil and Anthony</li> <li>➤ Fil's Administrative Assistant will create a Purchase Order for bulk items</li> <li>➤ All purchases need to be approved before purchasing</li> <li>➤ Bring receipts to Fil</li> <li>➤ Receipts should only include items that you are seeking reimbursement for</li> </ul> </li> <li><b>Session Procedure</b> <ul style="list-style-type: none"> <li>➤ Danny and Fil will moderate the chat box during each session</li> <li>➤ Each group lead will introduce and thank the guest presenter(s)</li> <li>➤ Nadia will create the Google Meet links for each session and email it to registrants and PIC members 1-2 days before the session</li> <li>➤ If you are leading a session, please be logged on at 5:30 p.m.</li> <li>➤ Begin to admit guests into the Google Meet 15 minutes before the start time.</li> <li>➤ Fil will share a template of items to be sure to include (i.e., Land Acknowledgment, prayer, etc.)</li> </ul> </li> <li>Nadia will review the exit survey from last year and will share it with Fil, Anthony, and Kathleen with the updated information.</li> </ul>	PIC Members
8.	<b>New Business</b>	<ul style="list-style-type: none"> <li>There was no new business to be included in the meeting.</li> </ul>	
9.	<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>Tues., May 10th, 2022</li> </ul>	
10.	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>Anthony adjourned the meeting at 7:04 p.m.</li> </ul>	