



## Parent Involvement Committee

### Agenda and Minutes

**Date:** Thursday, November 14th, 2024

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

**Location:** Teams Meeting and Boardroom

**Attendance:**


Linda Barone/Tony Barone, Paul Best (Principal), Vitra Bishop, Kasia Ceglarz (SEAC), Joe Chilelli (Superintendent), Tony D'Agostino (Trustee), Megan Devlin, Stephanie Francella-Stephen, Fil Lettieri (Director) Awaaw Macristina, Marnie McDonald (OECTA), Tiziana Palumbo (Vice Principal), Nadia Zanatta (Vice Principal)

**Regrets:** Anthony Oraziotti

**Chair:** Joe Chilelli

**Minutes:** Nadia Zanatta

AGENDA ITEMS		DISCUSSION POINTS	LED BY
1.	Welcome, Land Acknowledgment	Today we meet on Turtle Island in the area governed by the Robinson-Huron Treaty of 1850. It is the traditional land of the Batchewana First Nation, the Garden River First Nation and the Metis settlement at Bawating. We commit ourselves to work on the TRC's Calls to Action that focus on education. We hope to one day know and understand the true history of Canada so we can live into reconciliation with Indigenous peoples on the land. Let us journey together in a good way.	Fil Lettieri

	<p><b>Prayer</b></p>  <p>"We must fan the flame of hope that has been given to us." <i>Letter on the Jubilee Year of Hope, February 11, 2022</i></p>	<p>Loving God,</p> <p>May this Jubilee Year ignite in us a sense of hope for the future.</p> <p>As we place one foot in front of the other, may we do so in faith, hope and joy, so that we may be builders, dreamers and leaders in Jesus' name.</p> <p>May we listen carefully to those we meet along the way, responding with love to the needs of this world.</p> <p>Guide us towards communion, focusing on what unites us as one human family.</p> <p>Inspire us to pause and see the beauty of creation, making good choices to preserve it for future generations.</p> <p>Fan the flame of hope that has been given to each of us, so that we may choose to serve the common good and recommit ourselves to prayer, service and evangelization.</p> <p>Amen.</p>	Joe Chilelli
2.	<b>Introductions</b>	<p><b>Linda Barone</b> - Chair of CSC at St. Mary's College - involved in CSC for over 20 years</p> <p><b>Paul Best</b> - Principal of St. Paul School - enjoys being on the PIC - involved since 2018</p> <p><b>Vitra Bishop</b> - two children at SMC (Grade 9 and Grade 11) - joined the CSC last year</p> <p><b>Kasia Ceglarz</b> - second year on the PIC - SEAC representative - child at St. Mary's French Immersion in Grade 6 and another child at St. Paul in Grade 8</p> <p><b>Joe Chilelli</b> - Superintendent of Education - first year with the PIC - very excited - was a Principal for 14 years and very much enjoyed CSC</p> <p><b>Tony D'Agostino</b> - Trustee - 2nd year on the PIC - gets to see parent involvement through coaching - sees how supportive parents are and its importance for success</p> <p><b>Megan Devlin</b> - parent at St. Basil SSM</p> <p><b>Stephanie Francella-Stephen</b> - parent of children at St. Mary's College</p> <p><b>Fil Lettieri</b> - Director of Education - was a member of the PIC as a Superintendent - recognizes the importance of fostering the culture of engagement with parents</p> <p><b>Maria Cristina</b> - child in Grade 4/5 at St. Basil - first year on the PIC and is the fundraising representative for the St. Basil CSC this year</p> <p><b>Marnie McDonald</b> - Vice-Principal of OECTA</p>	PIC Members

		<p><b>Tiziana Palumbo</b> - Vice-Principal of St. Mary's College - sees the impact of student success when parents are involved</p> <p><b>Nadia Zanatta</b> - Vice-Principal of Our Lady of Lourdes SSM - involved with the PIC since 2019</p>	
3.	Guidelines of PIC	<ul style="list-style-type: none"> <li>• <a href="#">Policy 4001</a> and <a href="#">Procedural Guidelines for Parent Involvement Committee</a></li> <li>• The purpose of PIC is to support, encourage and enhance parent engagement at the Board level in order to improve student achievement and well-being.</li> <li>• <b>Mandate:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Supporting and enhancing meaningful, inclusive, and constructive parent involvement</li> <li><input type="checkbox"/> Facilitating communication among Catholic School Councils and the Director of Education and Trustees</li> <li><input type="checkbox"/> Seeking the advice and ideas of Catholic School Councils, other parents, parishes and community partners as they plan and implement strategies to involve more parents</li> <li><input type="checkbox"/> Proclaiming and promoting the distinctiveness and value of Catholic education in our community</li> <li><input type="checkbox"/> Approving the expenditures for activities or projects funded with the Ministry's Parent Involvement funding</li> <li><input type="checkbox"/> Reporting regularly to the Board through minutes of its meetings</li> </ul> </li> </ul> <p>Joe reviewed the guidelines and mandates of the Parent Involvement Committee</p>	Joe Chilelli
4.	Election of Chair (If required)	Anthony Oraziotti will continue as Chairperson for the 2024/2025 school year - serving his second term in the position.	Joe Chilelli
5.	Catholic School Council Updates	<ul style="list-style-type: none"> <li>• <b>Our Lady of Lourdes SSM:</b> held their first meeting - and supported the School Open House on October 1st. Fundraiser is underway with the FlipGive App - sites/stores providing percentages of sales back to the schools. The Canteen at the Cross Country Meet was also a success.</li> <li>• <b>St. Basil, SSM:</b> White Elephant Sale on December 2nd - school is collecting items. A Bake Sale and Bottle Drive are ideas for future events. The Council is also organizing Winter Wonderland themed activities for JK-Grade 4 students in December</li> <li>• <b>St. Mary's College:</b> growing Council - continuing with Game Knight Delights Canteen - supporting Student Council with their float in the Santa Claus parade. The Council has ideas for a PRO Grant and has onboarded a community rep/former teacher: Betty Germanili. The Council was also present at the SMC Open House.</li> <li>• <b>St. Mary's French Immersion:</b> n/a</li> </ul>	PIC Members

		<ul style="list-style-type: none"> <li>● <b>St. Paul:</b> held their first meeting and selected a Chair. Fresh From the Farm and Poinsettia fundraisers are underway.</li> </ul>																																					
6.	SEAC Update	<p><b>SEAC update</b> Kasia provided an update to the group, involving some discussion about the Math Action Achievement Plan (MAAP), as well as a vaping initiative to promote awareness.</p> <p><b>SEAC Recommendation and Board Responses</b> This item will be deferred to the next meeting.</p>	Joe Chilelli and SEAC Representative																																				
7.	PPM 170 - Communication with Parents	<p><a href="#">Presentation</a></p> <p>Board Policy <a href="https://www.hscdsb.on.ca/wp-content/uploads/2024/10/4027-School-Board-Communication-with-Parents-and-Guardians-Policy.pdf">https://www.hscdsb.on.ca/wp-content/uploads/2024/10/4027-School-Board-Communication-with-Parents-and-Guardians-Policy.pdf</a></p> <p>Board Procedure <a href="https://www.hscdsb.on.ca/wp-content/uploads/2024/10/4027-School-Board-Communication-with-Parents-and-Guardians-Procedural-Guidelines.pdf">https://www.hscdsb.on.ca/wp-content/uploads/2024/10/4027-School-Board-Communication-with-Parents-and-Guardians-Procedural-Guidelines.pdf</a></p> <p>Joe reviewed these items. They speak to the communication with Parents/Guardians - pertaining to guest speakers and presentations within the school. The policy came into effect in October.</p>	Joe Chilelli																																				
7.	Parent Engagement Funding	<ul style="list-style-type: none"> <li>● <b>PRO Grant Applications:</b> <ul style="list-style-type: none"> <li>➤ Applications for PRO Grants are due Friday, December 6th.</li> </ul> </li> </ul> <table> <tr> <td colspan="4"><b>Parent Engagement Component</b></td></tr> <tr> <td>3.1</td><td>Parent Involvement Committee (PIC) Amount</td><td></td><td>5,735</td></tr> <tr> <td></td><td>.....\$5,000 + (Average Daily Enrolment x 0.17)</td><td></td><td></td></tr> <tr> <td>3.2</td><td>School Council Amount</td><td></td><td>8,500</td></tr> <tr> <td></td><td>.....Parent Engagement School Based Amount - School Council Component (from Section 7A Parent Engagement Component school level report)</td><td></td><td></td></tr> <tr> <td>3.3</td><td>Parents Reaching Out (PRO) Amount</td><td></td><td>10,000</td></tr> <tr> <td></td><td>.....Parent Engagement PRO Board Amount \$1,500 + Parent Engagement School Based Amount - PRO Component (from Section 7A Parent Engagement Component school level report)</td><td></td><td></td></tr> <tr> <td>3</td><td><b>Parent Engagement Component</b></td><td><b>19,769</b></td><td><b>4,466</b></td></tr> <tr> <td></td><td>.....Item 3.1 + item 3.2 + item 3.3</td><td></td><td><b>24,235</b></td></tr> </table> <p>Joe sent an email to all Principals and Vice-Principals with the application template for PRO Grants. They are due on December 6th.</p>	<b>Parent Engagement Component</b>				3.1	Parent Involvement Committee (PIC) Amount		5,735		.....\$5,000 + (Average Daily Enrolment x 0.17)			3.2	School Council Amount		8,500		.....Parent Engagement School Based Amount - School Council Component (from Section 7A Parent Engagement Component school level report)			3.3	Parents Reaching Out (PRO) Amount		10,000		.....Parent Engagement PRO Board Amount \$1,500 + Parent Engagement School Based Amount - PRO Component (from Section 7A Parent Engagement Component school level report)			3	<b>Parent Engagement Component</b>	<b>19,769</b>	<b>4,466</b>		.....Item 3.1 + item 3.2 + item 3.3		<b>24,235</b>	Joe Chilelli  PIC Members
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8.	PIC Project	<ul style="list-style-type: none"> <li>● PIC budget for 2024-2025 is \$5, 735.</li> </ul> <p>Project ideas for this year:</p>	PIC Members																																				

		<ul style="list-style-type: none"> <li>- Education Week 2025?</li> <li>- Joe and Nadia will work on a survey (Google Form) to distribute to all Catholic School Councils to gather data about what they want to see.</li> </ul>	
9.	Meeting Dates	<ul style="list-style-type: none"> <li>● <b>Proposed Meeting Dates:</b> <ul style="list-style-type: none"> <li>➤ Meeting #1 - Thursday, November 14, 2024 at 6:00 p.m.</li> <li>➤ Meeting #2 - TBA in December to Review PRO Applications.</li> <li>➤ Meeting #3 - Thursday January 16, 2025 at 6:00 p.m.</li> <li>➤ Meeting #4 - Thursday March 20, 2025 at 6:00 p.m.</li> <li>➤ Meeting #5 - Thursday April 24, 2025 at 6:00 p.m.</li> <li>➤ Meeting #6 - TBA Possible June Social (Wrap up)</li> </ul> </li> </ul> <p>We will continue with in-person meetings, with a virtual option.</p>	Joe Chilelli
10.	New Business	<ul style="list-style-type: none"> <li>● Tiziana - vaping initiative/awareness - information to gather and share</li> </ul>	
11.	Adjournment	<ul style="list-style-type: none"> <li>● The meeting was adjourned at 7:16pm.</li> </ul>	