

**HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD**

**Catholic Parent Involvement Committee  
Minutes**

Date: October 25, 2011

ITEM 1      PRAYER

The meeting was called to order at 6:44 p.m. in the First Floor Committee Room of the Catholic Education Centre. L. Rao led those present in prayer. C. Ciapanna, Superintendent of Education, introduced and welcomed everyone to the meeting. The following items were added to the agenda:

Item 3(c) – Co-Chairs – Update  
Item 4(a) – Capsule Family Gets Involved

ITEM 2      ATTENDANCE

Present:      A. Vecchiola; L. Rao, Co-Chair;  
L. Conti; T. Hartnett; L. Lech; E. Pecyna; D. Taylor.

Administration:      P. Amos, Director of Education  
C. Ciapanna, Superintendent of Education

Recording Secretary: Mrs. T. Campanella.

Regrets:      P. Daly, Chairperson.

ITEM 3      BY-LAWS

Mr. C. Ciapanna, Superintendent of Education, noted that this item was presented at the last meeting and changes have been made. He noted that this is still a draft form of the by-laws and the completed document will be presented at the next meeting. The following was highlighted:

- Catholicity
  - Members should be Catholic rate payers
  - Diocese – spoke with Bishop Crosby – T. Hartnett will remain on Committee as Diocesan representative
  - Increase membership by one

- There will not be an election for Co-Chairpersons
- The way the by-laws are written is mandated by the Ministry of Education – discussion ensued regarding By-Law 6 – repetitive. C. Ciapanna and P. Amos will review the by-law to minimize repetitiveness.

ITEM 4      DISCUSSION ITEMS

a) Funding

Mr. C. Ciapanna, Superintendent of Education, reported on the following:

- Mobilization and outreach funding from Ministry of Education - \$500.00 went to each school
- Also received \$5,000.00 + \$.17 per student to each Board
- \$17,100.00 pro grants given to this Board – 20 schools received approximately \$1,000.00 each.
- Did not receive any money for regional projects

b) Proposed Events

Mr. C. Ciapanna, Superintendent of Education, noted that the Catholic Parent Involvement Committee need to approve the dispersement of funds. The following motion was put forward

MOTION:

THAT THE CATHOLIC PARENT INVOLVEMENT COMMITTEE APPROVE THE FUNDING FOR THE FOLLOWING EVENTS:

1. ORIENTATION NIGHT FOR CATHOLIC SCHOOL COUNCIL CHAIRPERSONS
2. PARENT CONFERENCE
3. BREAKFAST MEETING (CHAIRS OF CATHOLIC SCHOOL COUNCIL, PARENTS, PRINCIPALS AND SENIOR ADMINISTRATION).

MOVER: L. CONTI  
SECONDER: L. RAO

CARRIED

The Committee was invited to send any further suggestions to C. Ciapanna.

c) Co-Chairs – Update

L. Rao reported on some of the events she has or will attend:

- HWCDSB Annual Parent Conference
- The Board's Equity and Inclusive Policy
- PIC – Ontario Regulation 612
- Annual PIC Symposium hosted by the London District Catholic School Board. It highlighted 'how to run an effective school council'
- ICE Symposium
- L. Rao has been invited to participate in the Parent Harassment Policy and Procedures Committee

ITEM 5

OTHER BUSINESS

a) Capsule Family Gets Involved (copy attached)

C. Ciapanna, Superintendent of Education, and P. Amos, Director of Education, reported on the following:

- This is a new educational resource to help stimulate parent involvement with the Board
- It is funded by the Ministry of Education
- DVD was included
- A link to this site will be posted on the Board web site
- Ministry of Education mandated – each Board must put strategies in place to deal with varying forms of bullying

Lengthy discussion ensued in which the following was highlighted:

- How does this Committee support parent councils with regard to student achievement
- How can we better support parent involvement with regards to students, e.g. are they getting enough to eat, are they getting enough sleep
- How can we help parents to support a child's learning

b) Future Agenda Items

Committee members were asked to contact C. Ciapanna's office with items to appear on future agendas.

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ITEM 6      NEXT MEETING DATE

Tuesday, December 13, 6:30 p.m.

ITEM 7      ADJOURNMENT

The meeting adjourned at 8:48 p.m.