

**HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD**

**Catholic Parent Involvement Committee  
Minutes**

Date: May 29, 2012

ITEM 1      PRAYER

The meeting was called to order at 6:39 p.m. in the First Floor Committee Room of the Catholic Education Centre. A. Vecchiola led those present in prayer. C. Ciapanna, Superintendent of Education, welcomed everyone to the meeting.

ITEM 2      ATTENDANCE

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

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

Recording Secretary: Mrs. T. Campanella.

Regrets:      P. Daly, Chairperson;  
T. Hartnett.

ITEM 3      APPROVAL OF MINUTES OF APRIL 25, 2012 MEETING

MOTION:

THAT THE CATHOLIC PARENT INVOLVEMENT COMMITTEE MINUTES OF APRIL 25, 2012 BE APPROVED AS PRESENTED.

MOVER: D. Taylor  
SECONDER: L. Lech

CARRIED

ITEM 4      REPORTS/DISCUSSION ITEMS

Lisa Rao

a) Fundraising

L. Rao reported that fundraising protocol was not adhered to in a secondary school. P. Amos, Director of Education responded to this issue and also noted that the Ministry of Education has issued new fundraising guidelines. As soon as the Administration has perused them, the Board policy with regards to fundraising will be changed. Mrs. Amos will check into the matter of the fundraiser at the secondary school. Mrs. Amos also noted that staff have been approached by the press regarding fundraising, e.g. amount raised per school. She stressed the difference between school fundraising and school generated funds. Discussion ensued, followed by a question and answer period.

Patrick Daly

In Mr. Daly absence, Mrs. Amos reported on the following:

a) Mr. Daly has been elected to sit on the Board of Directors of the Ontario Catholic School Trustees' Association.

b) Budget

- There has been much in the press regarding the budget.
- Board budget will go to the Board of Trustees for approval on June 19, 2012.

There was a budget priorities survey posted on the Board web site for parents, employees, taxpayers to fill out and comment on. There were 613 responses and the survey showed that the two main priorities are safe and secure schools for the students, and special education.

c) Negotiations

All employee group contracts expire on August 31, 2012. There will be many things in the press and Mrs. Amos stressed that, if a Committee member is questioned regarding the negotiations or contracts, they should refer all questions and concerns to Mr. Daly. The Board has three very strong negotiators and this is a very fragile time.

Patricia Amos

a) Multi-Year Strategic Plan for Ministry of Education

Per the Ministry of Education, the multi-year strategic plan is for the life of the current Board of Trustees. Administration is now reviewing year 1. They will be looking at a number of items, including whether the Board accomplished what it set out to do. Please contact Mrs. Amos if you have any questions or concerns.

b) Staffing

The Administration is presently working through the staffing lists. School councils have input in the quality of principals and teachers. Mr. Ciapanna noted that a Ministry of Education handbook has been given to all principals with a questionnaire to be filled out by the Catholic School Councils. All principals should have a copy of the questionnaire, but anyone from the Catholic School Council can contact Mr. Ciapanna's office for a copy. Mrs. Amos stressed that the first concern of the Catholic School Council with regards to a principal, should be the qualities of the principal's Catholicity and how good of a Catholic leader the principal will be for the school.

c) Parent Engagement Strategy – Math (Ontario Focus Intervention Partnership)

The focus this year is numeracy. The Board has used money obtained from the Ontario Focus Intervention Partnership to acquire developmental math programs and provided information sessions for parents. The Board is also providing on line help with available tutors.

d) Respecting Home-School Relationships: Resolving Conflict Between Home and School

A Committee was formed to put together this protocol and the Committee would like CPIC's input. Mrs. Amos highlighted certain sections of the protocol and responded to questions from the Committee.

e) Upcoming Agenda Items

P. Amos noted that if there are any specific items that anyone on the Committee wishes to discuss, please contact her office or Mr. Ciapanna's office.

Corrado Ciapanna

a) Received a memo from the Ministry of Education promoting parent involvement. A kit was sent from the Ministry to all schools. School Councils can obtain a copy from the school principal.

b) CPIC By-Laws

According to the By-laws for the Catholic Parent Involvement Committee, the following must be followed:

i) Co-Chairs – must designate 1 Co-Chair with a one year term and the other Co-Chair with a two year term. The same must be done with parent representatives.

c) Proposed Meeting Dates for 2012/2013

The following are the proposed meeting dates for the 2012/2013 school year:

- Tuesday, October 23, 2012,
- Tuesday, December 11, 2012
- Tuesday, February 26, 2013
- Tuesday, May 28, 2012

It was suggested that the meeting of October 23, 2012 include the Board's budget

Helen MacLeod

In the absence of Ms. MacLeod, L. Conti reported on the following:

a) OAPCE

- Annual forum was held in Ajax this year
- Very informative
- Will be held in Toronto next year and Dufferin Peel the year after

Luisa Conti

a) Christian Service Hour Requirements

( 5 )

Clarification is needed regarding Christian Service Hours. It was reported that grade 8 students can start tracking Christian Service hours in July after grade 8 graduation.

b) Secondary School Uniform Compliance

Concerns were expressed regarding school uniforms. It was noted that this must be taken up with the school administration and reported to the school principal.

c) JEPAG

- May 24 was the main event
- 3 presenters
  - Roots of Empathy
  - HWCCC
  - City of Hamilton
- Election – Helen MacLeod and Luisa Conti were elected as Co-Chairs
- Upcoming 20<sup>th</sup> anniversary of JEPAG to be held at Nicholas Mancini Centre
- A list of other upcoming events will be sent to C. Ciapanna.

d) OAPCE

- distributed a letter from OAPCE for recruitment of new members
- this year, conference will be held in Durham region (Ajax) on May 5, 2012
  - theme is “Inclusion and Faith in Catholic Education”
  - there will be over 30 workshops
  - going to try to keep the conference in a central area for more attendance

A.Vecchiola

- JEPAG
  - Annual Trustee Meeting took place in April 2012
  - Concerns expressed regarding JEPAG’s future role
  - JEPAG executive to discuss this point and report back

MOTION:

THAT THE REPORTS PRESENTED ABOVE BE ACCEPTED AS PRESENTED.

MOVER: L. Conti  
SECONDER: D. Taylor

CARRIED

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ITEM 5      OTHER BUSINESS

There was none.

ITEM 6      NEXT MEETING DATE

Tuesday, October 23, 2012 – 6:30 p.m. at the Catholic Education Centre

ITEM 7      ADJOURNMENT

The meeting adjourned at 8:37 p.m.