



Parent Involvement Committee
Tuesday, October 2, 2012
Catholic Education Centre – Trustees' Lounge (inside Board Room)

MINUTES

Present: Cathy Philpott, Laura Johnston, Karen Delaney, Mirna Akkawi, Sean Jackson, Alison Baizana (via speaker phone), Julian Hanlon, Alana Schryburt

Regrets: None

Prayer (Julian)

1. Welcome New Committee Member: Sean Jackson / and Introduction of Committee Members (Cathy)

- Sean introduced himself, and the committee members did a roundtable introduction

2. Election of Chairperson (Cathy)

- Sean expressed an interest to have his name stand as Chair of PIC. No other names came forward for the position of Chair

Moved by Karen Delaney, seconded by Laura Johnston

THAT SEAN JACKSON BE ELECTED CHAIRPERSON OF PIC FOR A TWO YEAR TERM, UNTIL THE FALL OF 2014, IN COMPLIANCE WITH PROCEDURAL BY-LAW 3.1.

3. Approval of Agenda

- Moved by Cathy Philpott, seconded by Karen Delaney

THAT THE AGENDA BE APPROVED AS PRESENTED.

4. Confirmation of Minutes – June 12, 2012

- Moved by Karen Delaney, seconded by Laura Johnston

THAT THE MINUTES OF JUNE 12, 2012 BE APPROVED, AS AMENDED

5. Actions resulting from June 12th meeting

a. Budget – 2011-2012 Update

- Committee members were updated on the spending which occurred over the summer months, in particular, the website redesign for CSPA and PIC.

b. Update on items to be actioned

- Cathy and Cindy provided an update on items to be actioned from the June meeting, i.e. best way to communicate with principals (newsletters, etc.), “Ready, Set, High School” document, and Me to We.

6. New Business:

a. Letter from Minister of Education re: Transfer of Funds for School Council Parents Reaching Out (PRO) Grants, dated August 30, 2012

- Information item

b. List of Schools Receiving PRO Grants

- Information item

c. 2011 PRO Letter Template (to be updated for 2012-13)

- Once the PIC Chair email address has been updated, the letter as presented was approved to send out mid October.
- The school councils receiving PRO grants will receive their memo in the same envelope as the PIC memo and cheque.

d. PIC funds – distribution

- Information item

e. 2011 PIC Letter Template (to be updated for 2012-13)

- Cathy and Cindy will review the letter, make recommendations on more ways to spend PIC funds, and forward to Sean for distribution to the committee. Once approved, the memos and cheques will be sent to schools mid October.

f. Posting in CLL for all superintendents, principals, managers

- It was explained the “CLL” is a committee of all superintendents, principals and managers in the board who meet monthly and that the information

provided in the agenda was distributed to the CLL members to update them on PIC and CSPA.

- Sean will prepare a blurb on PIC to introduce at next CSPA meeting.

g. Parenting Now – October 27, 2012

- Overview of agenda presented.
- Flyers and letters will be distributed from the Director's office by Friday, October 5th.
- Cindy will forward agenda to principals for October newsletters.

7. **Next meeting:** Wednesday, January 16, 2013

NOTE: Future meetings: Wednesday, March 20, 2013 and Wednesday, June 12, 2013. Meetings will be from noon to 1:00 p. m.