



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the **DURHAM CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING** of the Durham Catholic District School Board which was held at the Catholic Education Centre on **Thursday, June 12, 2014.**

Committee Members

Trevor Aitcheson
Kim Beatty
Nancy Carpenter
Dyan Cato
Tricia Chapman
Anita Colacicco
Sharmaine Doyle
Monique Forster
Roxanne Horwitz - Chair
Liz Lyew
Jim McGrorey
Tina Newth
Paulette Palumbo
Connie Samson
Margaret Stack – Trustee
Susie Lee-Fernandes
Chris Szent-Ivany
Joni MacLean

Regrets

Eileen Bright
Beth Hawkins
Rose LoPresti
Karen Ulrich

Staff Present

Gerry O'Reilly
Patti Ritchie
Anne O'Brien

CALL TO ORDER

Item a.1 Opening Prayer

Trustee Stack offered the opening prayer.

Item a.2 Welcome and Courtesies

Chair Horwitz called the meeting to order at 6:18 pm and welcomed all committee members to the June 12, 2014 meeting. Special welcome was extended to Director Anne O'Brien. Chair Horwitz thanked Director O'Brien for the meeting room location at the Giffard Centre in Whitby in order that DCPIC members meet and discuss DCPIC items and initiatives.

APPROVAL OF AGENDA

Item b.1 Additions to the Printed Agenda

ACTIONS TO BE TAKEN

- f.1.6 - Chair's Report
- f.1.7 - Trustee's Report
- f.1.8 - Nominating Committee for Election Process
- f.1.9 - Parent Resource Sub Committee

Item b.1.2 **Approval of the Agenda – Cont'd.**

Motion No. DCPIC0612-01 **Approval of Agenda**

Moved by D. Cato seconded by J. McGrorey

“THAT the Durham Catholic Parent Involvement Committee approve the June 12, 2014, Durham Catholic Parent Involvement Committee Meeting Agenda, as amended.”

Carried

ANNOUNCEMENTS

Item c.1 **Next DCPIC Meeting – September 11, 2014**

Chair Horwitz announced that the next DCPIC meeting will take place on **Thursday, September 11, 2014**. The meeting will commence at 7:00 pm in the DCDSB Conference Centre, 652 Rossland Road West, Oshawa ON.

ACTIONS TO BE TAKEN

Item d.1 **Approval and Signing of Minutes of the Open Session of the Durham Catholic Parent Involvement Committee Meeting of May 8, 2014**

Motion No. DCPIC0612-02 **Approval of Minutes**

Moved by J. McGrorey, seconded by M. Forster

“THAT the Durham Catholic Parent Involvement Committee approve the Minutes of the May 8, 2014 Durham Catholic Parent Involvement Committee Meeting, as submitted.”

Carried

REPORTS/INFORMATION/DISCUSSION ITEMS

Item f.1 **Standing Items**

Item f.1.1 **Meeting Dates for 2014-2015**

Chair Horwitz spoke to the proposed DCPIC meeting dates, discussion around committee member conflicts with some dates were taken into consideration when adjusting the committee meeting dates as follows:

REPORTS/INFORMATION/DISCUSSION ITEMS – Cont’d.

Item f.1.1 Meeting Dates for 2014-2015 – Cont’d.

2014-2015 DCPIC Meeting dates	Location
Thursday, September 11, 2014	Conference Centre
Thursday, October 9, 2014	TBD
Thursday, November 13, 2014	North & South Boardroom
Thursday, January 8, 2015	North & South Boardroom
Thursday, February 5, 2015	North & South Boardroom
Thursday, March 5, 2015	North & South Boardroom
Thursday, April 9, 2015	North & South Boardroom
Thursday, May 7, 2015	North & South Boardroom
Thursday, June 11, 2015	North & South Boardroom

Motion No. DCPIC0612-03 Meeting Dates 2014-2015

Moved by N. Carpenter, seconded by D. Cato

“THAT the Durham Catholic Parent Involvement Committee approve the DCPIC meeting dates for 2014-2015 school year, as submitted.”

Carried

Item f.1.2 Advertising for Community Representatives

Committee members were provided a copy of the advertisement that was posted in the local newspapers for the DCPIC Community Representative (3 positions available) the posting will close on June 25th, 2014; with possible interviews to be held the first week of July 2014 (pending the number of applications received).

Item f.1.3 DCPIC Members – Terms of Office & Summary Attendance Report

Chair Horwitz thanked all committee members for their dedication to the Durham Catholic Parent Involvement Committee. Chair Horwitz commented on the importance of member attendance at committee meetings. Director O’Brien spoke briefly to the subject of attendance through the use of technology ie; conference calling for members who are unable to attend physical meetings at the Catholic Education Centre.

REPORTS/INFORMATION/DISCUSSION ITEMS – Cont’d.

Item f.1.4 Budget – Subcommittee Report

Chair Horwitz through Resource O'Reilly provided a brief update on the DCPIC budget for the month of June 2014. Director O'Brien spoke briefly about the internal audit process. She identified that committees may go through our Boards' internal auditors per Ministry of Education regulations.

Motion No. DCPIC0612-03

Moved by T. Newth, seconded by T. Chapman

“THAT the Durham Catholic Parent Involvement Committee approve the internal audit review of the DCPIC accounts per the Ministry of Education – Barrie Region regulations.”

Carried

Item f.1.5 Summer Planning Date

Chair Horwitz discussed the DCPIC Summer Planning Session - conversation around a date and time were held. Committee members approved that Thursday, July 10, 2014 from 1:00 pm – 8:00pm was the favourable date/ time.

Motion No. DCPIC0612-04 Summer Planning Date

Moved by D. Cato, seconded by P. Palumbo

“THAT the Durham Catholic Parent Involvement Committee approve the DCPIC summer planning session date of **Thursday, July 10, 2014**, location to be determined.”

Carried

Item f.1.6 Chair's Report

Chair Horwitz provided committee members with her report that contains information with respect to OAPCE, the Distinguished Catholic Volunteer Award and upcoming DCPIC events for the fall of 2014. The Chair's report is available on the DCPIC website.

Item f.1.7 Trustee's Report

Trustee Stack provided an update of items from the Regular Board Meeting of May 26, 2014. She further highlighted various events throughout the Durham District School Board where she attended as Trustee representing Parent Involvement. The Trustee report is available on the DCPIC website.

REPORTS/INFORMATION/DISCUSSION ITEMS – Cont’d.

Item f.1.8 Nominating Committee for Election Process

Per the DCPIC by-laws; the nominating committee will consist of at least 3 members who are not seeking re-election shall be appointed by the Director of Education or the Designated Supervisory Officer who shall act as Resource to the Nominating Committee. A committee chair shall be elected within the nominating committee; the following members as appointed by Chair Horwitz shall sit on the nominating committee: E. Bright; A. Colacicco and P. Palumbo with Superintendent of Education G. O'Reilly as Resource.

Item f.1.9 Parent Resource Sub Committee

T. Chapman spoke to the committee with respect to the DCPIC handbook, discussion around the budget to produce the DCPIC handbook was held. The following motion was proposed.

Motion No. DCPIC06512-05 Parent Resource Handbook

Moved by T. Chapman, seconded by K. Beatty

“THAT the Durham Catholic Parent Involvement Committee approve funding in the amount not the exceed **\$3,000.00** for 55 binders/inserts to produce the DCPIC Parent Handbook.”

Carried

ADJOURNMENT

Trustee Stack closed the meeting with a prayer.

The meeting adjourned at 7:00 pm

Motion No. DCPIC0612- 06 Adjournment

Moved by D. Cato seconded by S. Doyle

“THAT the Durham Catholic Parent Involvement Committee meeting of Thursday, June 12, 2014 adjourn.”

Carried

Roxanne Horwitz
Chair, Durham Catholic Parent
Involvement Committee

Gerry O'Reilly
Superintendent of Education