



# YORK CATHOLIC PARENT INVOLVEMENT COMMITTEE



Supporting Parent Engagement for Student Achievement

**Monday, April 24, 2023  
7 p.m.**

**Catholic Education Centre  
Board Room (1<sup>st</sup> Floor)**

Watch the YCPIC Meeting  
STREAM  
event on our YCDSB TV Channel:  
<http://bit.ly/YCDSB-TV>

**REVISED**

- |    |  |               |    |
|----|--|---------------|----|
| 1. | WELCOME / PRAYER / LAND ACKNOWLEDGEMENT  | S. Figliomeni |    |
| 2. | APPROVAL OF AGENDA   | S. Figliomeni |    |
| 3. | APPROVAL OF PREVIOUS MINUTES – January 30, 2023  | S. Figliomeni | 3  |
| 4. | <b>BUSINESS ARISING FROM PREVIOUS MINUTES</b><br><i>School Day (Nov 28, 2022 YCPIC Meeting) – The decision to incorporate the transaction fee costs into the overall cost of the product or service was made at the outset of the implementation, based on an understanding that most School Boards have adopted a similar cost model, and due to the benefits supplied to the parents of convenience and credit card rebates.</i><br><br><i>Snow Removal (Jan 30, 2023 YCPIC Meeting) - We do not have anything in our Policy or Procedures that regulate snow removal cleaning. Our custodians prioritize safety and ensure walkways we have responsibility for are plowed to ensure safe passage. Parents should bring any concerns forward to their School Principal.</i><br><br><i>Equitable Distribution of Resources in YCDSB Schools (Jan 30, 2023 YCPIC Meeting) - A meeting was held with the Finance Department where generic fundraising questions and concerns were brought forward to brainstorm ideas that would benefit YCDSB students.</i><br><br><i>School Messenger – Drop Down Menu (Nov 28, 2022 YCPIC Meeting)</i> |               |    |
| 5. | DIRECTOR'S REPORT / UPDATE   | D. Scuglia    |    |
| 6. | CHAIR'S REPORT / UPDATE  | S. Figliomeni |    |
| 7. | TREASURER'S REPORT   | A. Telfer     | 8  |
| 8. | OAPCE'S REPORT / UPDATE  | S. Tjin-Joe   | 8a |

## EXECUTIVE MEMBERS

Sara Figliomeni, Chair  
Martina Saverino, Vice-Chair  
Andrea Telfer, Treasurer  
Maurizio Ruberto, Secretary

320 Bloomington Rd. W.  
Aurora, ON L4G 0M1  
[www.ycdsb.ca](http://www.ycdsb.ca)



# YORK CATHOLIC PARENT INVOLVEMENT COMMITTEE



*Supporting Parent Engagement for Student Achievement*

## 9. PRESENTATION:

a)	Multi-Year Strategic Plan Update	J. Sarna	8b
b)	Student Census	M. McShine-Quao	8c
c)	YCDSB Website Redesign	M. Brosens	8d

## 10. ACTION ITEM(S): N/A

## 11. DISCUSSION ITEM(S):

a)	Catholic School Council Constitution Status	J. Sarna, C. Allegranza	9
b)	Successful Parent Engagement Activities	M. Saverino	
c)	2023-2024 YCPIC Membership	D. Scuglia	27

## 12. ADJOURNMENT

**NEXT MEETING: Tuesday, June 13, 2023 – 7:00 pm** *(Previously was June 5, 2023)*

**Lord God,**  
**May the sunlight and the rain be reminders that You are at work renewing the earth.**  
**As a God of renewal, You are always at work in our lives.**  
**Open our eyes and lives to the needed changes in our lives this Spring.**  
**Awaken us to new life and perspective.**  
**Amen.**

**LAND ACKNOWLEDGEMENT**  
*We are gathered on the ancestral lands and waters of all Indigenous Peoples,  
who have left their footprints on Mother Earth before us.  
We respectfully acknowledge, those who have walked on it, those who walk on it now,  
and future generations who have yet to walk upon it.  
We pray to the Creator for strength and wisdom  
that all may continue to serve as stewards of the earth.*

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**York Catholic Parent Involvement Committee**  
**January 30, 2023**  
**7 p.m. – Virtual Meeting Google Meet**  
**MINUTES**

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**PRESENT:**

**Committee Member(s):**      **In Person:**      Teresa Abbruscato, Olufisayo Bolarinwa, Melena Carrassi, Peter De Quintal, Sahir Jamal, Tony Lorini, Gabriella Marchione, Maurizio Ruberto, Sarah Tjin-a-joe, Jaclyn Toma

**Virtual:**      Kristina Costabile, Jan De Souza, Sara Angela Figliomeni, Emanuela Polin-Deluca, Maria Praveen, Singai Rani Wilson, Martina Saverino, Andrea Telfer, Florence Wang

**Administration:**      **In Person:**      Domenic Scuglia, Jennifer Sarna  
   **Virtual:**      Evonne Carafa, Elementary Administrator  
   Loredana Foti, OECTA Rep

**Trustee(s):**      N/A

**Other Trustee(s):**      Maria Iafrate (In Person)

**Guest(s):**      N/A

**Recording Secretary:**      Maurizio Ruberto

**REGRETS:**

**Committee Member(s):**      Rosanna Soda  
**Administration(s):**      Anna Polisco (Secondary OECTA Rep)  
**Trustee(s):**      Elizabeth Crowe, Theresa McNicol

**1.0 WELCOME / PRAYER / LAND ACKNOWLEDGEMENT:**

YCPIC Chair Figliomeni welcomed everyone and led the opening prayer followed by the Land Acknowledgement.

**2.0 CALL TO ORDER**

Meeting was called to order at 7:00 pm.

### **3.0 ROLL CALL**

Absent: Rosanna Soda

### **4.0 APPROVAL OF AGENDA**

Motion: Martina Saverino

Seconded: Maria Praveen

**MOTION CARRIED**

### **5.0 APPROVAL OF UNAPPROVED MINUTES OF MEETING – November 28, 2022**

Motion: Tony Lorini

Seconded: Olufisayo Bolarinwa

**MOTION CARRIED**

### **6.0 DIRECTOR'S REPORT**

Director Scuglia remarked as follows:

#### **Farewell and Welcome**

We bid farewell to Associate Director Eugene Pivato last Friday, and I am pleased to welcome Associate Director Jennifer Sarna, to the YCPIC meeting and looking forward to working with her.

#### **Kindergarten Registration**

One of the most important events that take place in January is Kindergarten registration. All of our elementary schools are in the middle of registering students for September 2023. It is an exciting time – parents bring their children into the school, get to meet some of the staff, get to see the school, and get a sense of transition.

#### **Student Exchange to France**

Last week we held a parent meeting for a student exchange program for those living in Bretagne, France. This is a wonderful opportunity to experience a culture and a language that has been so important to our Catholic and Canadian heritage. We are also looking launching an exchange to Italy as well. Further info to follow.

#### **OAPCE York Meeting**

The Ontario Association for Parents in Catholic Education held its virtual meeting on Thursday, January 26. Every YCDSB Catholic School Council was encouraged to register their OAPCE rep for this event.

#### **Anti-Racism at York Catholic**

We are encouraging all people to celebrate and learn more about our Black community. Canadians should also take time to reflect on the history and present reality of racism in this country and work together in partnership to eradicate it. There are a number of events taking place throughout the month of February that will celebrate the Black contributions to our School Board and Canadian society.

#### **York Catholic Parent Involvement Committee**

On Thursday, February 9, the York Catholic Parent Involvement Committee will host an online presentation by Dr. Andrew B. Campbell, titled, "Allyship, Advocacy & Action for Authentic Inclusion."



### **Distinguished Alumni Awards**

Every year we reach out to our communities and stakeholders soliciting the achievements of our graduates. Every year we get a number of applicants, and this year is no different. We have a number of outstanding applicants that will be reviewed by our Selection Committee. The candidates will be recognized during Catholic Education Week in May 2023.

### **York Catholic Joins Instagram**

We've added to our social media presence, and are now officially on Instagram. I hope you will follow us at @yorkcatholic\_dsb.

### **Ash Wednesday**

Next month we will begin our Lenten journey on Ash Wednesday, February 22<sup>nd</sup> and we are happy to celebrate an Ash Wednesday Mass at the Board office as well as throughout our schools, where students will have ashes placed on their forehead by staff, or by a local pastor if they are at the school celebrating Mass.

A concern about schools' capability of fundraising and establishing an equitable opportunity for all schools was brought forward. A discussion was held regarding technology in schools. YCPIC parents were encouraged to contact their School Principal for any questions and concerns they may have.

## **7.0 CHAIR'S REPORT / UPDATE**

YCPIC Chair, Sara Figliomeni advised that further information regarding the YCPIC Conference with Dr. ABC would be shared by YCPIC Vice-Chair Martina Saverino later in the agenda.

## **8.0 TREASURER'S REPORT**

YCPIC Treasurer, Andrea Telfer provided the Treasurer's Report as of January 30, 2023.

## **9.0 OAPCE's REPORT/ UPDATE**

Sara Tjin-Joe provided a summary of the OAPCE Regional Council meeting held on January 26, 2023, with guest speaker Teresa Hartnett, Director of Family Ministry for the Diocese of Hamilton. Further details and information can be found on the OAPCE website.

## **10.0 PRESENTATION: N/A**

## **11.0 ACTION: N/A**

## **12.0 DISCUSSION ITEM(S):**

### **a) School Messenger Drop Down – Follow Up**

As a follow-up to the November 28<sup>th</sup> YCPIC meeting whereby a request to add mental health as a reason for absence, Director Scuglia advised that work is underway by Chief Information Officer, Scott Morrow to include this drop-down reason in the School Messenger software. Staff are currently in the process of updating the menu. Further updates will be provided at the April 24<sup>th</sup> YCPIC Meeting.

**b) YCPIC Conference with Dr. ABC – February 9, 2023**

YCPIC Vice-Chair Martina Saverino shared an update on the February 9<sup>th</sup> conference with Dr. ABC. Concerns were brought forward regarding the speaker's cost. Vice-Chair Saverino indicated that she had shared the cost with YCPIC and no concerns were brought forward at that time. She further indicated that she would follow up with Dr. ABC asking if he would honour last year's price and provide an update to the YCPIC Committee through email.

*Post Meeting – Dr. ABC honoured the same price as the previous year.*

**c) Catholic School Council Election Procedures**

Trustee Maria lafrate, shared comments regarding the new Ministry regulation for the election process when electing the Catholic School Council members where one can be in person or virtual. It was noted that the Constitution has to be reviewed every September when elections take place and further suggested that YCPIC form a Sub-Committee to develop a common template for Constitutions that can be implemented consistently across all YCDSB schools. Interested YCPIC members were asked to email YCPIC Chair Figliomeni to express their interest.

**d) Snow Clearing**

A YCPIC member brought forward concerns regarding the path plowed at their child's school and whether it met accessibility standards. It was noted that all concerns should be brought forward to their school principal. Director Scuglia followed up with staff to ensure adherence and compliance with accessibility requirements.

**13.0 ADJOURNMENT**

Chair Figliomeni adjourned the meeting at 8:45 PM.

Motion: Tony Lorini

Seconded: Gabriella Marchione

**MOTION CARRIED**

## YORK CATHOLIC DISTRICT SCHOOL BOARD

REPORT TO: York Catholic Parent Involvement Committee

FROM: Administration

DATE: April 24, 2023

RE: **School Messenger – Drop Down Menu**

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### EXECUTIVE SUMMARY:

The purpose of this report is to provide the York Catholic Parent Involvement Committee (YCPIC) with an update on their request to add a drop-down (reason) menu for student absences in School Messenger Safe Arrival Software.

### BACKGROUND:

YCPIC asked Administration to look into adding additional drop-down menu items to our School Messenger / Safe Arrival. Specifically, to include mental health and change the existing headings to better reflect why a child is not attending school on a particular day.

It should be noted that attendance codes are used for Ministry-Level reports, and reason codes are used for Board-Level reports. Attendance data is submitted to the Ministry through ONSIS submissions.

### SUMMARY

A sub-committee was created and the following three recommendations are being put forward for YCPIC endorsement:

#### Recommendation #1

- Remove Parent Approved and replace it with **Parent Acknowledged**.
- The group felt that this would address some parents' discomfort with selecting the parent-approved reason code when they really don't approve. This would also address "student refusal".
- When to use this code would be explained to Principals at Director's Council, to staff via a system memo, and a School Messenger Memo to all parents

#### Recommendation #2:

- Add, in parentheses, (mental or physical) to Illness.
- The team felt that "**Illness (Mental or Physical)**" would intuitively capture circumstances where a student has a true mental health absence, as mental health problems are illnesses

#### Recommendation #3:

- Draft a communication for DC, a System Memo and a School Messenger memo for parents outlining the changes to our Safe Arrival codes. It should include a statement:

*"We encourage that parents continue to have open communication with their school. If there are specific concerns about your child's absence, please contact your Principal so that they can assist with putting supports in place"*

The Board thanks the YCPIC Committee for bringing forward their concern to better service our students and parents that we serve.

Year and Purchase description	Amount Spent \$	Funding
<b>2018/19</b>		
Bookmarks & Cards	315	
Kilometrage reimbursement	946	
Meeting refreshments	3,060	
OAPCE: Ont Association of Parents in Catholic Education 2019-20	7,070	
YCPIC CONFERENCE SPEAKER MAY 4/19 - CECI, ROSALINDA	250	
YCPIC KEYNOTE ADDRESS MAY 4/19 - FIORELLA, SAM	1,250	
<b>2018/19 Total</b>	<b>12,890</b>	<b>13,924</b>
<b>2019/20</b>		
Meeting refreshments	1,469	
NOV16 Custodial Overtime	205	
NOV16/19 HONOURARIUM YCPIC KEYNOTE SPEAKER	200	
OCT24/19 YCPIC EXP - St. Theresa	72	
Two Flower arrangements for 2 students passed at St. Robert	136	
Kilometrage reimbursement	853	
<b>2019/20 School Board Funding Total</b>	<b>2,935</b>	<b>5,780</b>
<b>2019/20 PRO Regional Grant Funding</b>		
PRO School Initiatives Transferred from PRO Grant	-	
<b>2019/20 PRO Regional Grant Funding Total</b>	<b>-</b>	<b>9,090</b>
<b>2019/20 Total</b>	<b>2,935</b>	<b>14,870</b>
<b>2020/21</b>		
OAPCE: Ont Association of Parents in Catholic Education 2020-21 & 2021-22	14,140	
<b>2020/21 School Board Funding Total</b>	<b>14,140</b>	<b>5,621</b>
<b>2020/21 PRO Regional Grant Funding</b>		
PRO School Initiatives Transferred from PRO Grant	-	
<b>2020/21 PRO Regional Grant Funding Total</b>	<b>-</b>	<b>9,090</b>
<b>2020/21 Total</b>	<b>14,140</b>	<b>14,711</b>
<b>2021/22</b>		
YCPIC Keynote Speaker (Mar 9, 2022)	3,065	
YCPIC Keynote Speaker Books (Mar 9, 2022)	2,712	
Dr. Rebecca Fraccaro workshop (The Thought Centre) (May 19, 2022)	300	
Supplies for Ukraine Students	5,785	
<b>2021/22 School Board Funding Total</b>	<b>11,862</b>	<b>6,000</b>
<b>2021/22 Per Pupil Amount Total</b>	<b>-</b>	<b>8,554</b>
<b>2021/22 Total</b>	<b>11,862</b>	<b>14,554</b>
<b>2022/23</b>		
OAPCE: Ont Association of Parents in Catholic Education 2022-23	7,070	
YCPIC Parent Event/DR Andrew Campbell (Feb 9, 2023)	3,065	
Supplies for Ukraine Students	952	
<b>2022/23 School Board Funding Total</b>	<b>11,087</b>	<b>5,000</b>
<b>2022/23 Per Pupil Amount Total</b>	<b>-</b>	<b>8,376</b>
<b>2022/23 Total</b>	<b>11,087</b>	<b>13,376</b>



# OAPCE Update for YCPIC



April 24, 2023

FAITH AS ENGAGED  
PARENTS"

OAPCE 84th Annual  
AGM and Conference  
in Kingston Ontario!

## Deepening our Faith as Engaged Parents

Guest Speakers Throughout The Day Include:



Dr. Josephine Lombardi



Miguel Martinez



Theresa Kenner

APRIL 22/2023







# Dr. Josephine Lombardi

Dr. Josephine Lombardi teaches theology at St. Augustine's Seminary in Toronto, and she is an award-winning author and host of a radio show on the New Evangelization.

Dr. Lombardi walked us through an uplifting and deepened understanding of what it means to live our faith; to believe, to know, and to trust the Lord.

She described how our faith goes through seasons, how to manage these seasons and deepen our faith.

Some of the things that she walks us through include:

- When we have faith and we are spiritual it has real physiological benefits
- Trusting God's will
- Pivoting from "why" to "what"
  - What does it mean to trust God's will?
- How God's delays are not God's denials. Sometimes there is a season of growth that is required. Maybe God has something better in mind for you.
- When we experience seasons of drought the resilient ones don't ask why me, they ask what?
- Our children need to encounter other people of faith



## **Theresa Kennedy, Associate Director School Mental Health Ontario**

School Mental Health Ontario is a provincial Implementation support team who works with Ontario school districts to enhance student mental health through evidence-informed strategies and services. School Mental Health Ontario provides board mental health, tailored co-created resources and mental health literacy.

Theresa highlighted resources and strategies to support parents/ caregivers



## Coach Miguel Martinez, MTCLife



ANTHONY PERROTTA PRESENTS

# WHEN FAITH MEETS MOVIES

HOLLYWOOD MOVIES, MEDIA LITERACY & THE ONTARIO CATHOLIC SCHOOL GRADUATE EXPECTATIONS

A FAMILY MOVIE GUIDE. WATCH & TALK FILM THROUGH A FAITH LENS

@aperrottatweets

www.aperrotta.com

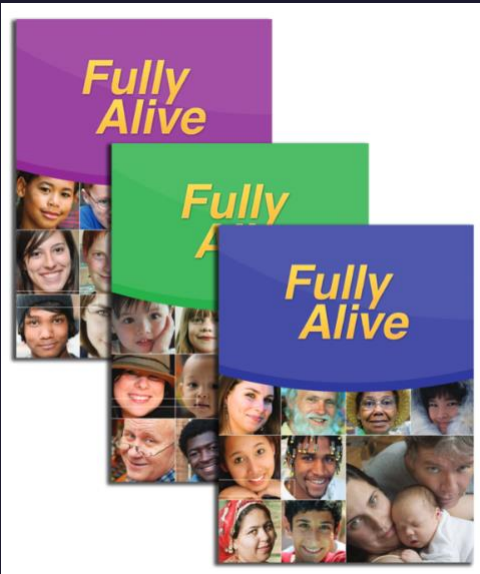
Scan to Book

With the goal to provide families with an opportunity to truly connect, when Faith Meets Movies is a guide to watching popular Hollywood movies through a Catholic faith lens.

- By paralleling the Ontario Catholic School Graduate Expectations to Hollywood blockbusters such as Creed, Top Gun: Maverick and many others, families can not only be entertained at home but can connect meaningfully through pre and post movie conversation.
- As a Catholic high school Vice Principal and educator of nearly 20 years, Anthony harnesses his extensive background in film to highlight the power of storytelling.
- Furthermore, as an educational leader, Anthony shares why “connecting” as a caring family matters, when working to understand and support students’ social and emotional learning.
- Movie guide resources:  
<https://whenfaithmeetsmovies.com/>

- Sometimes life is like one big story, but we need to pay attention to the stories unfolding around us.
- We need to find a way to bring the family together. Kids want connection: meaningful intentional time. Use films/ movies to be intentional to bring the family together.
- The family is a child's first teacher. Unfortunately, social media is becoming the child's first teacher. Limit screen time. It's easy to escape to social media when you're tired.
- Parents own the phone plan.





- Pearson is no longer going to be publishing Fully Alive. That means that the books we have in the schools now are the last of those books. Teachers still have access to their books and teacher manuals as well as all the digital files. They have the resources they need. Those are not going anywhere for now.
- There is no change to the Health and Physical Education curriculum so the topics that are discussed and the grades where they are discussed are not changing. This is about refreshing the resource so that it speaks to the world our children are facing today.
- As part of the renewal of the resource, the Bishops of Ontario will find a new publisher; new stories will be written, new images will be used. The renewal of a resource – like the Family Life books – brings excitement and possibilities.
- Please provide your feedback in the Google Form that discusses the “Hope Expectations” – we will share your feedback with ICE as they prepare their new resources.



# Multi-Year Strategic Plan

2022-2023

## Mission Statement

Guided by Gospel values and Catholic Virtues, in partnership with home and Church, we educate and inspire all students to reach their full potential in a safe and caring environment.

## Vision Statement

Our students will become creative and critical thinkers who integrate Catholic Values into their daily lives, as socially responsible global citizens.

## Core Values



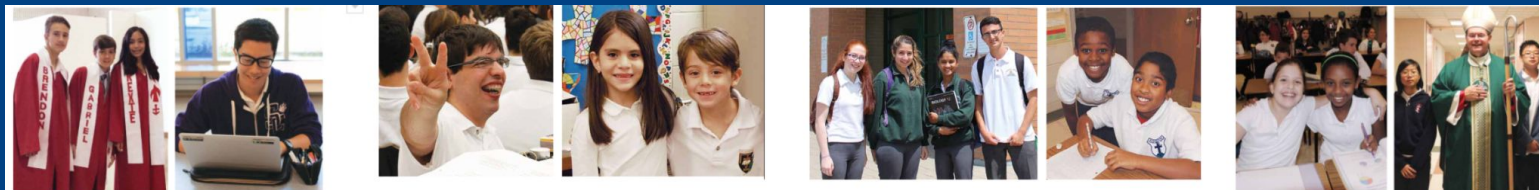
## Strategic Commitments

Integration of Our Catholic Faith

Continuous Improvement of Student Achievement

Effective Use of Our Resources

Engaging Our Communities



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YCPIC – April 24, 2023



# Multi-Year Strategic Plan

## Mission Statement

With Jesus Christ as our model, we provide all students with a Catholic education rooted in equity, well-being and learning.

## Vision Statement

A recognized leader in Catholic education committed to inclusion, excellence and innovation that develops socially responsible global citizens.

## Core Values

Catholicity  
Equity, Diversity and Inclusion  
Excellence  
Fiscal Responsibility  
Integrity  
Respect

## Strategic Commitments

Catholic Faith  
Equity and Inclusion  
Student Achievement  
Well-Being

## Developing the MYSP for 2023-2028



# The Multi Year Strategic Plan

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A strong MYSP not only points the way forward but also provides a framework for how to get there, by:

- detailing the allocation of the board's resources;
- functioning as a guide for the Board and senior administrators when they are making difficult choices;
- illustrating to stakeholders how choices were made;
- focusing the board's attention when it is dealing with unexpected challenges, and preventing reactive or short-sighted decision making;
- being a source of unity and cohesion among diverse internal and external stakeholders;
- motivating the board's staff and giving purpose and meaning to day-to-day responsibilities at every level of the organization.

# Phases of an MYSP





# Mission Statement

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An organization's mission statement is a concise description of its purpose...

**With Jesus Christ as our model,  
we provide all students with a  
Catholic education rooted in  
equity, well-being and learning.**





# Vision Statement

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Its vision statement is a vivid and engaging description of its idealized future state...

**A recognized leader in Catholic education committed to inclusion, excellence and innovation that develops socially responsible global citizens.**



# Core Values

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Its values statements outlines its core beliefs....

**Catholicity**  
**Equity, Diversity and**  
**Inclusion**  
**Excellence**  
**Fiscal Responsibility**  
**Integrity**  
**Respect**



# Strategic Commitments

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A strategic commitment is an overarching, high-level priority that an organization establishes in order to realize its vision.

- 1. Catholic Faith**
- 2. Equity and Inclusion**
- 3. Student Achievement**
- 4. Well-Being**



# Strategic Priorities

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A strategic priority provides the framework for organizing, defining, and communicating strategic goals...

## **Catholic Faith**

**Nurture faith formation and relationships with Christ.**

## **Equity and Inclusion**

**Build and sustain an equitable, inclusive and accessible learning and working environment**

## **Student Achievement**

**Enrich and improve inclusive and meaningful student learning and achievement.**

## **Well-Being**

**Promote and nurture the social-emotional, spiritual, and physical well-being of all.**

# Now What? Collaboration...

Members of the Senior Team and School Leaders Collaborating on Strategic Goals...



# Next Steps...Communications

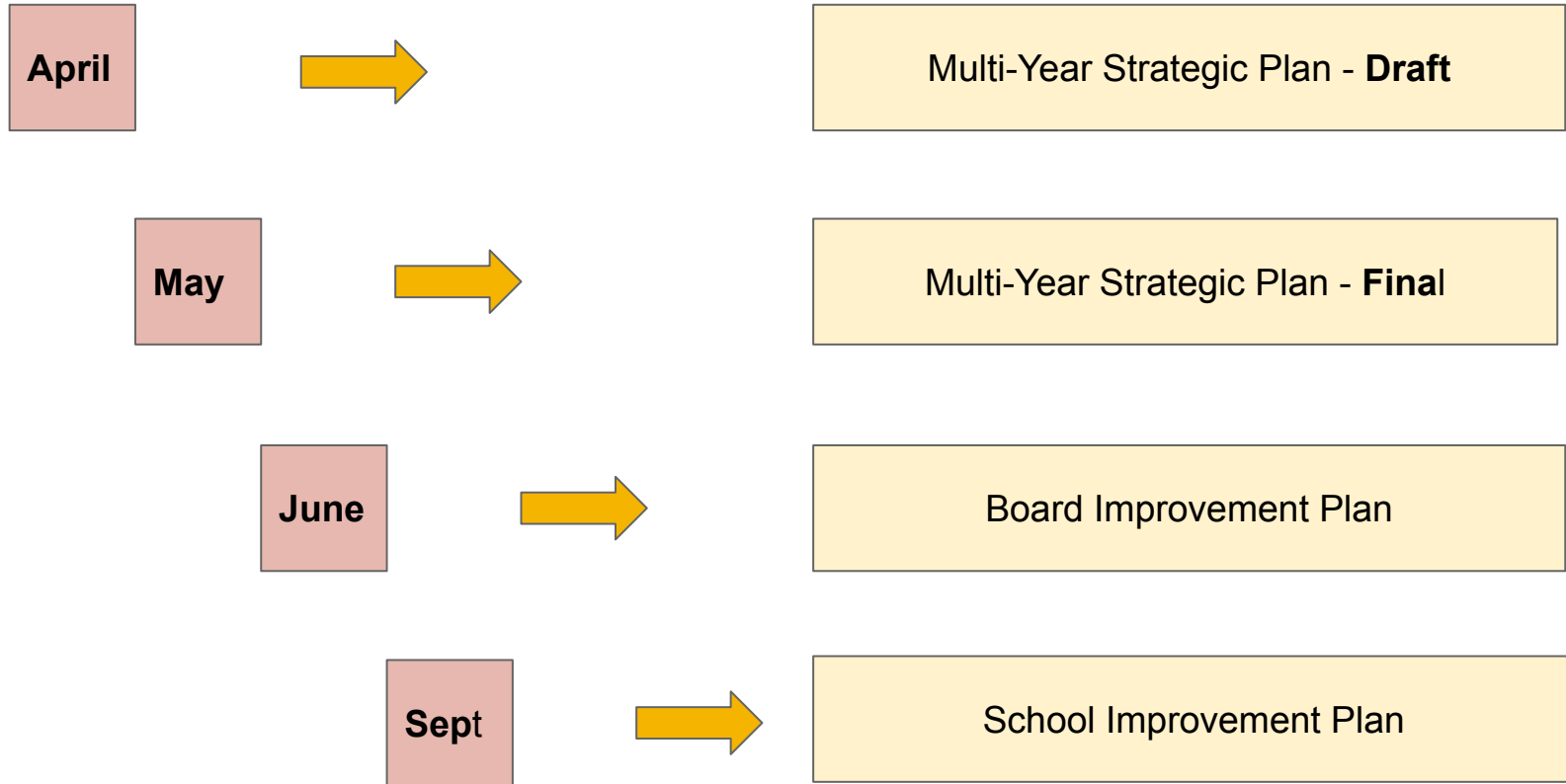
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**Draft Template**



# MYSP Timeline



# USING DATA TO IDENTIFY AND ELIMINATE BARRIERS TO STUDENTS' ACHIEVING THEIR FULL POTENTIAL

YCPIC, 24 April 2023

## USING DATA TO IDENTIFY AND ELIMINATE BARRIERS TO STUDENTS' ACHIEVING THEIR FULL POTENTIAL

**Legislative Authority**

**Intersectionalities**

Outcomes & Experiences of  
**Black Students**

Outcomes & Experiences of  
**Students with Different Identities**

# Student Census

## Legislative Authority

- Bill 114, Anti-Racism Act, 2017
- Ontario Human Rights Code, R.S.O. 1990, c. H. 19(29c)
- Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56
- Education Act, R.S.O. 1990, c. E.2

# VOLUNTARY STUDENT CENSUS

The student census consisted of approximately 30 questions about students' identities, family characteristics, school experiences and well-being.



Languages  
First Spoken

Indigeneity

Ethnicity

Race



Religion/  
Spiritual  
Affiliation

Gender Identity

Sexual  
Orientation  
(Gr. 7-12)

Status in  
Canada



Disability/  
Condition

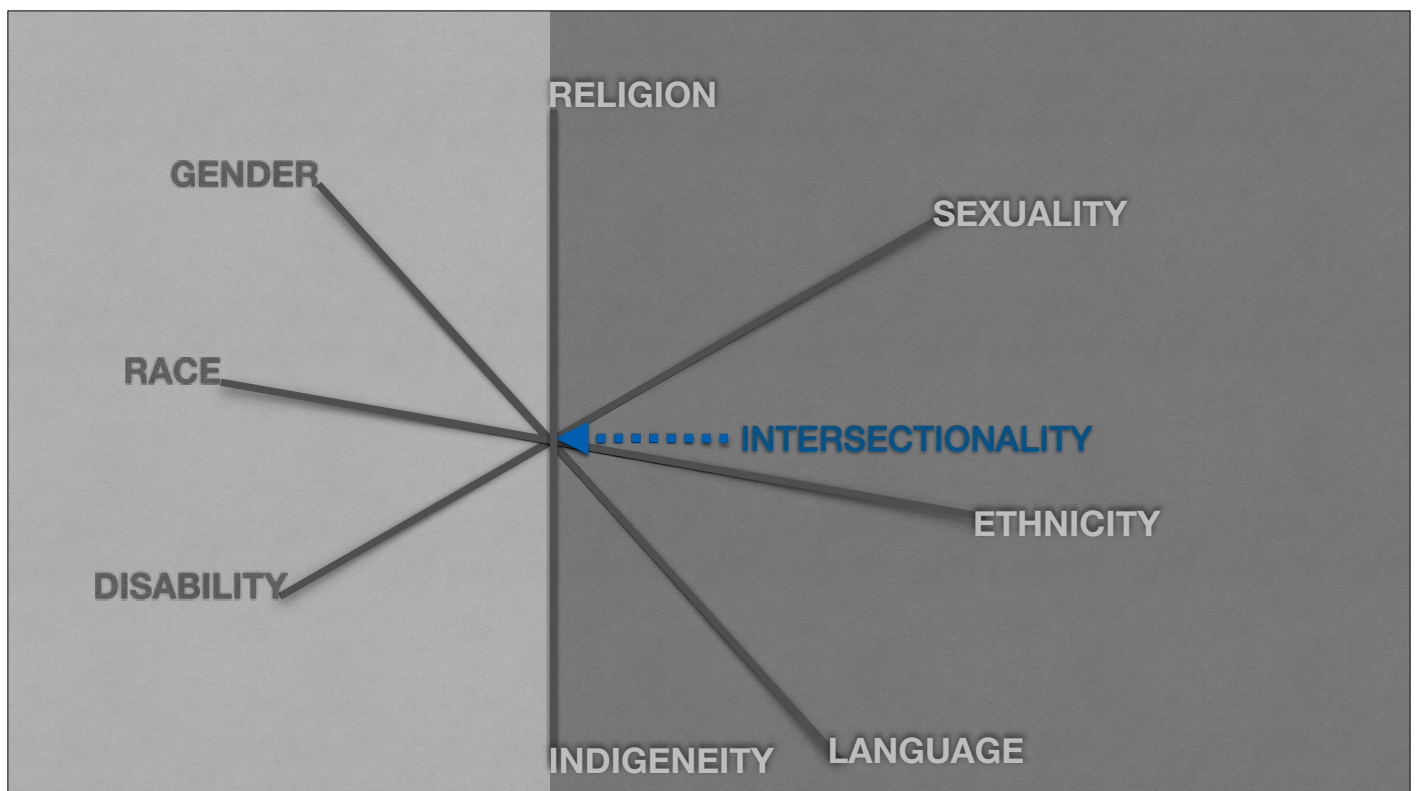
Socio-  
Economic  
Status

Family  
Characteristics

Experiences

Guided by Gospel Values and Catholic Virtues

Creative and Critical Thinkers | Socially Responsible Global Citizens



# Outcomes for Black Students

## Outcomes for Students who self-identified as Black compared to the averages for all students

Elementary Grades	High School Grades	IEP	SEN	Gifted	Absenteeism	Suspensions	Majority Applied Stream	Changes Grade 8 Math 2018 vs 2021	Changes in Grade 9 Math 2018 vs 2021	Changes in Grade 10 Math 2018 vs 2021
<b>Black students</b> had lower elementary and high school grade averages		<b>Black boys</b> were more likely to have IEPs	<b>Black boys</b> were more likely to have SEN	<b>Black students</b> were less likely to be placed in a gifted program	<b>Black students</b> were less likely to be absent	<b>Black boys</b> were more likely to be suspended  <b>Black girls</b> were less likely to be suspended	<b>Black students</b> were more likely to be in the applied stream	<b>Black students, particularly Black boys,</b> were below the average in mathematics  For <b>Black boys</b> , averages in grades 8 and 9 math fell but increased in grade 10		

### Black students with “self-reported disabilities”

- faced challenges across all outcomes examined (with the exception of absenteeism)
- experienced suspension rates “significantly” higher than average



# Experiences of Black Students

## RISK FACTORS FOR BLACK YOUTH

36%

### FINANCIAL INSTABILITY

How often do you worry about your family's financial situation?

16%

### FOOD INSECURITY

During a regular school week, how often do you go to bed hungry because there is not enough food at home?

4%

### HOUSING INSECURE

Have you considered yourself to be homeless in the last twelve months (e.g., living in shelters, living in cars, staying in abandoned buildings, or couch surfing)?



# Student Perceptions of their School Experiences

Sense of Belonging  
"NEVER"  
feel they belong

Feel Unwelcome  
Students are "OFTEN"  
made to feel unwelcome  
at their school

**Black  
Students**

Sense of Fairness  
School rules are  
"NEVER" applied fairly  
to all students

## Voices of Black Students

Is there anything about you that we have not asked, and you feel we should know so that we can help you fulfil your potential and be successful?



- **Grade 7** - I just want to learn more
- **Grade 7** - I don't know if you guys did ask this, but I wished you guys asked: Do you get left out a lot because of your skin colour/race? My answer would have been: Yes. [anti-Black racism] [Stereotypes]
- **Grade 7** - For people to be kinder towards me despite the colour of my skin. [Bullying] [anti-Black racism]
- **Grade 7** - A lot of these questions are about the past, my history and things that have happened but I feel like there should've been more questions about what I aspire to have, be and do in the future. Those types of questions would've allowed me to explain better what goals I have for myself and what the school could do to help me attain those goals. [Black aspiration] [Black excellence] [Student Success]
- **Grade 7** - More resources for indigenous and black students. [Diversity] [Representation]

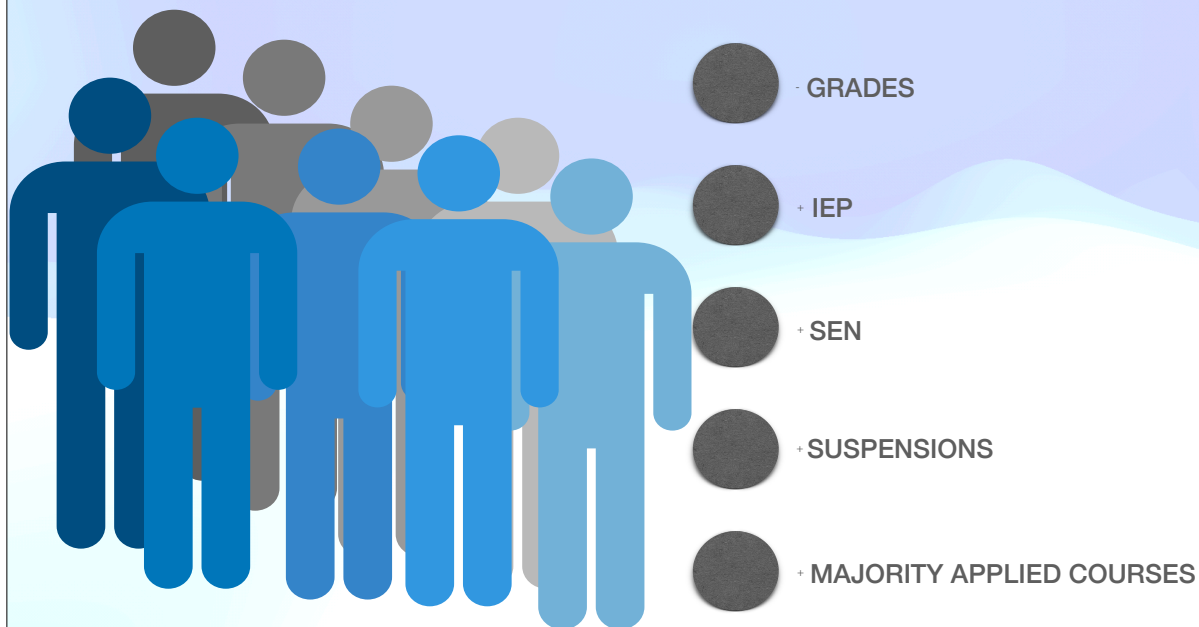
Is there anything about you that we have not asked, and you feel we should know so that we can help you fulfil your potential and be successful?



- **Grade 12** - I just started going to [edited] this year, but I haven't once ever felt like I actually go there. I'm going to graduate in a few months anyways, but for future students, it would be nice if the school had a way of helping new students feel more like members of the community. [Sense of Belonging]
- **Grade 12** - I would like the safety and wellbeing of black students to be taken more seriously in schools. I often feel like my opinion is ignored or cast aside. As a black student I don't always feel welcome but since I am a grade 12 I am patiently waiting for me to leave my school. [Safe Schools] [Welcoming] [Well-Being]

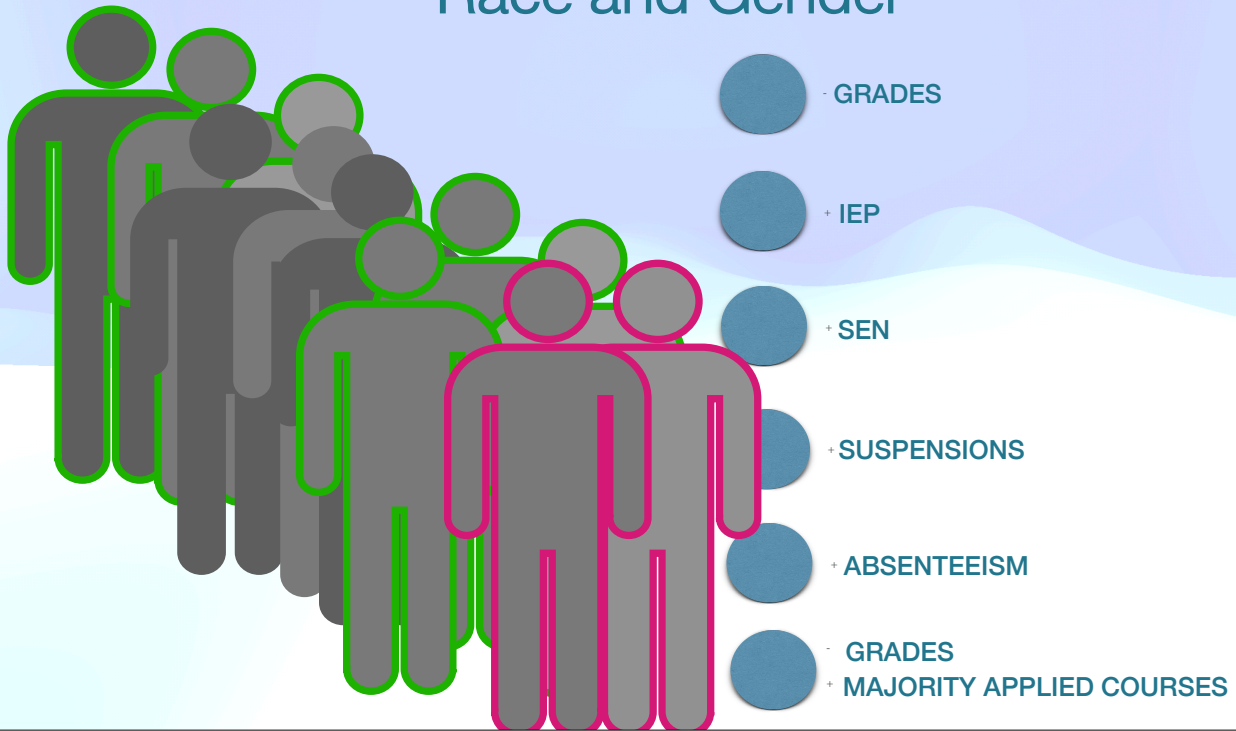
# Outcomes for Students With Different Identities

## Gender Differences



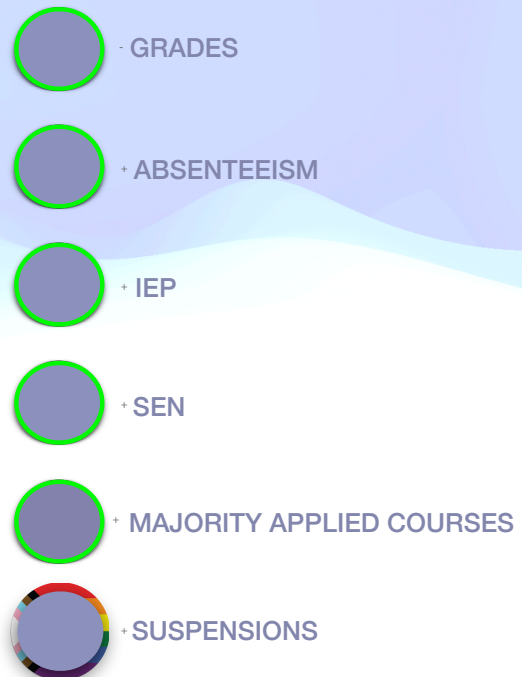
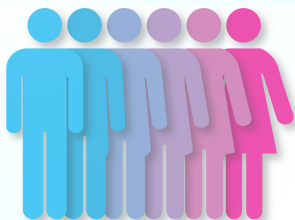


## Race and Gender



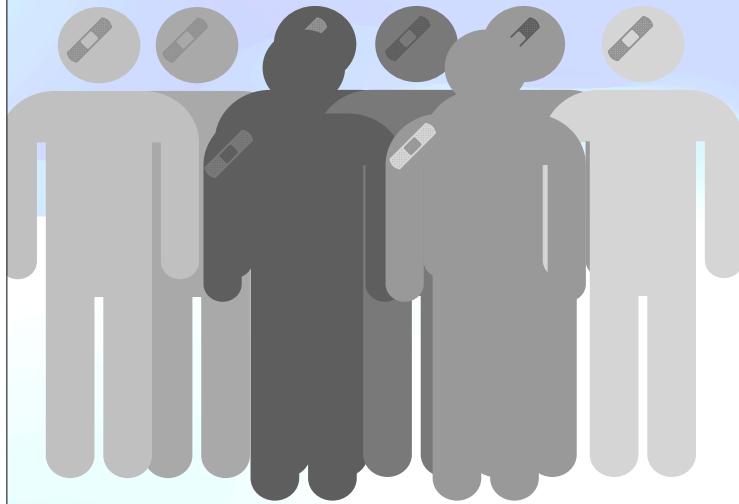
## Gender and Disability

Self-Reported



# Race and Disability

## Self-Reported

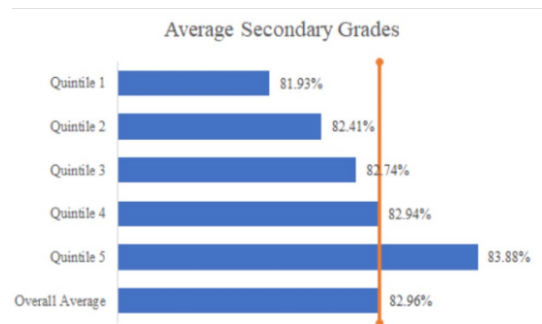
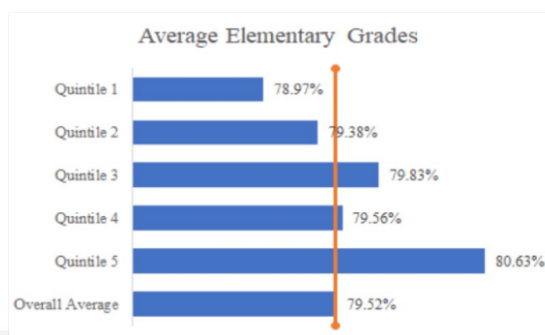


- GRADES
- + IEP
- + SEN
- + SUSPENSIONS
- + ABSENTEEISM
- + MAJORITY APPLIED COURSES

## Relationship between Socioeconomic Status and Academic Achievement

### Academic Achievement

- The overall **average elementary grade** was 79.52 percent. Variation by quintile was statistically significant with the first quintile (78.97%) having an average of almost two percent lower than the highest quintile (80.63%).
- Similarly, in **average secondary grades**, students in the lowest quintile had an average (81.93%) that was nearly 2% lower than the highest quintile of students (83.88%).



# School Experiences of Students With Different Identities

## Sense of Belonging

2021 Grade 7-12 Student Census

**“NEVER”**  
feel they belong

Black

Latinx

East Asian

Gender-diverse

Born outside of Canada

Low income



# Sense of Fairness

2021 Grade 7-12 Student Census

School rules are  
“**NEVER**” applied fairly  
to all students

Black

# Feel Unwelcome

2021 Grade 7-12 Student Census

Students are “**OFTEN**”  
made to feel unwelcome  
at their school

Black

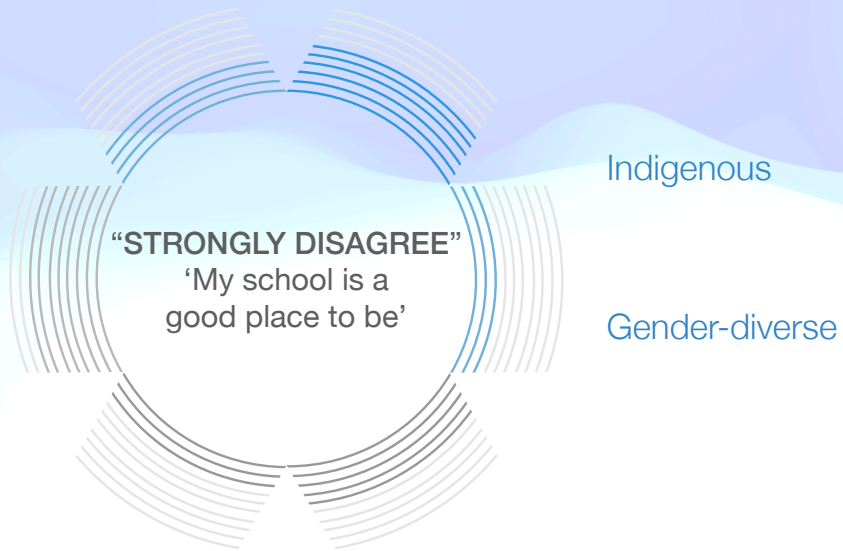
Indigenous

Low income

Gender-diverse

# Feel Accepted

2021 Grade 7-12 Student Census



## Last Word... Student Voice



To treat all students with dignity and respect.  
Creating classrooms that encourage students to share their realities so that we all start to realize that not all things are a given. We do not all have the same opportunities to draw from.



**"We are all created in the image of God"**  
Genesis 1:26-28



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# RENEW 2023

[www.ycdsb.ca](http://www.ycdsb.ca)

**“ Small Changes,  
Big Effects ”**

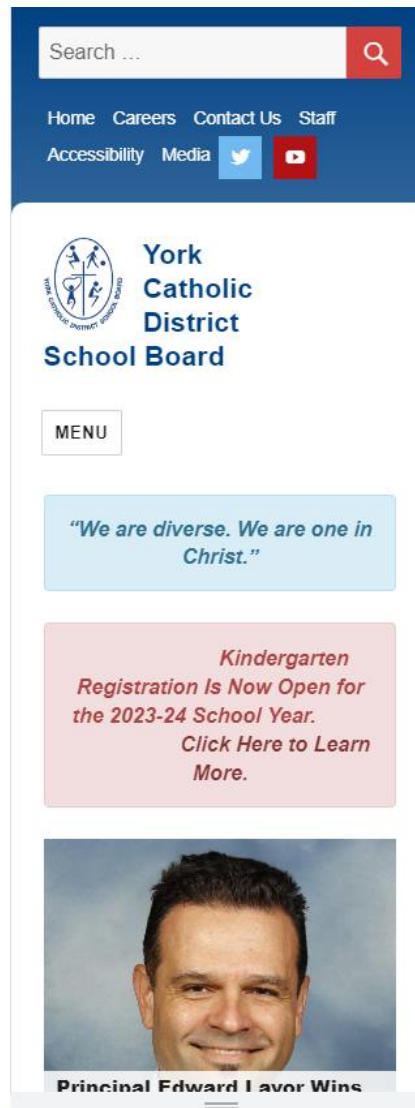
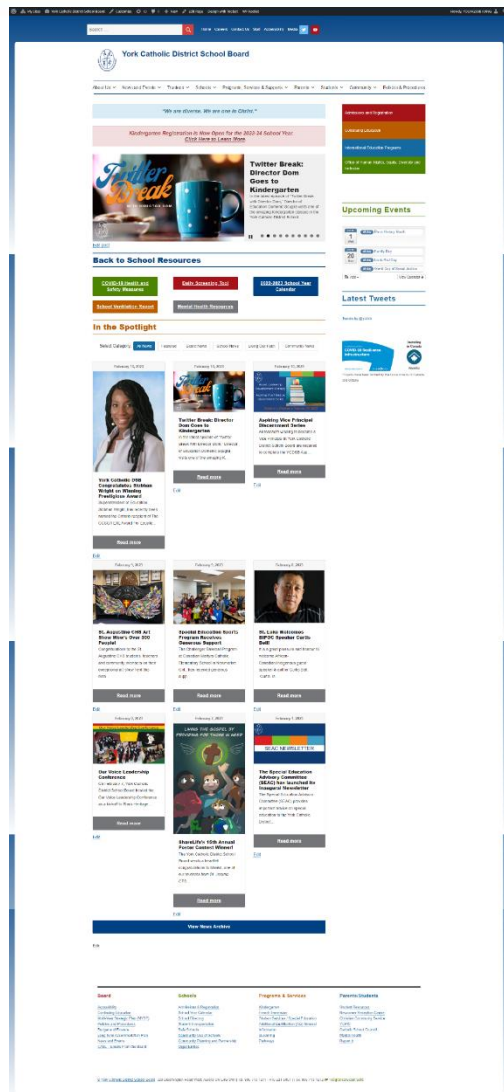
**YCDSB WEBSITE REDESIGN – YCPIC, April 24, 2023**

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York Catholic District School Board  
Communications Department  
Presented by: Mark Brosens



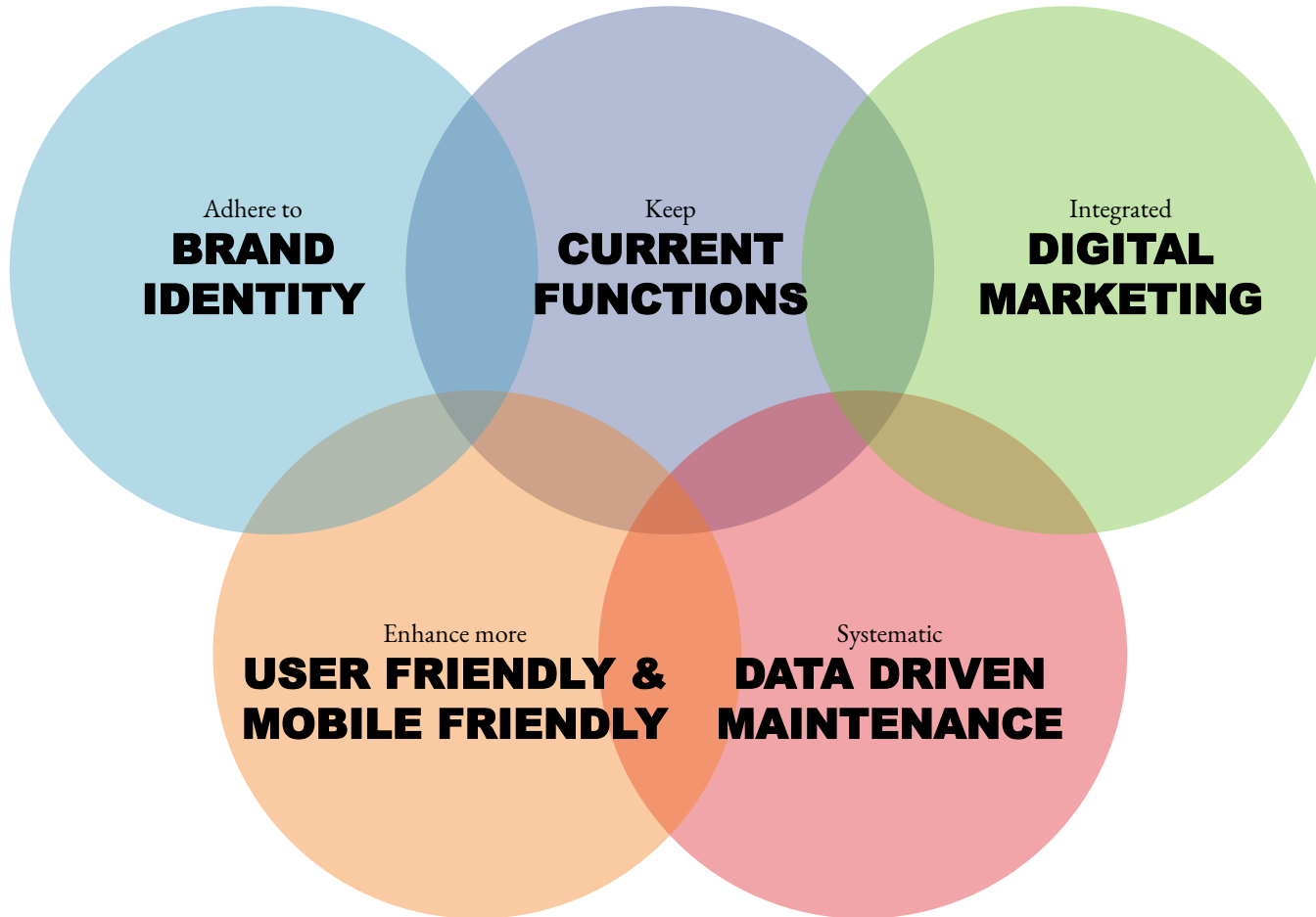
# WHY CHANGE?



- BUILT 2020
- MORE FLEXIBILITY
- EFFICIENT SPACE / LAYOUT
- DATA DRIVEN DESIGN & MAINTENANCE
- MOBILE FRIENDLY
- EFFECTIVE MARKETING PLACE HOLDER



# APPROACH







# NEXT STEPS

## WP Version Up

All: 

We are here.



## Front Page Renew

ycdsb.ca:



## Sub Page Renew (TBD)



Design/Dev

Launch

Maintenance

## School Front Page Renew

Each school website:



Design/Dev

Launch

Maintenance

## SEO

All:



Research

Launch

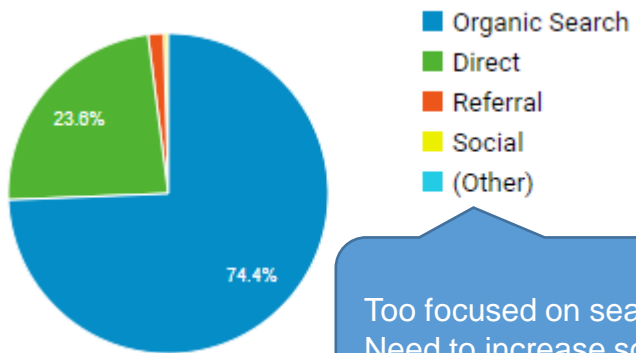




Feb 20.2023 – Mar.15.2023

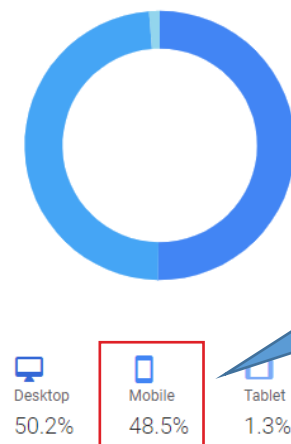
## APPENDIX - DATA

### Acquisition Channels



Too focused on search (98%).  
Need to increase social.

### Sessions by Device



Half of Usage are mobile



Feb 20.2023 – Mar.15.2023

## APPENDIX - DATA

### Users by Time of Day

Active users in last 5 minutes

61

Page views per minute

Accessed a lot in the early morning, and the number of simultaneous connections in the morning is 60 - 100.



### Favorite Visits

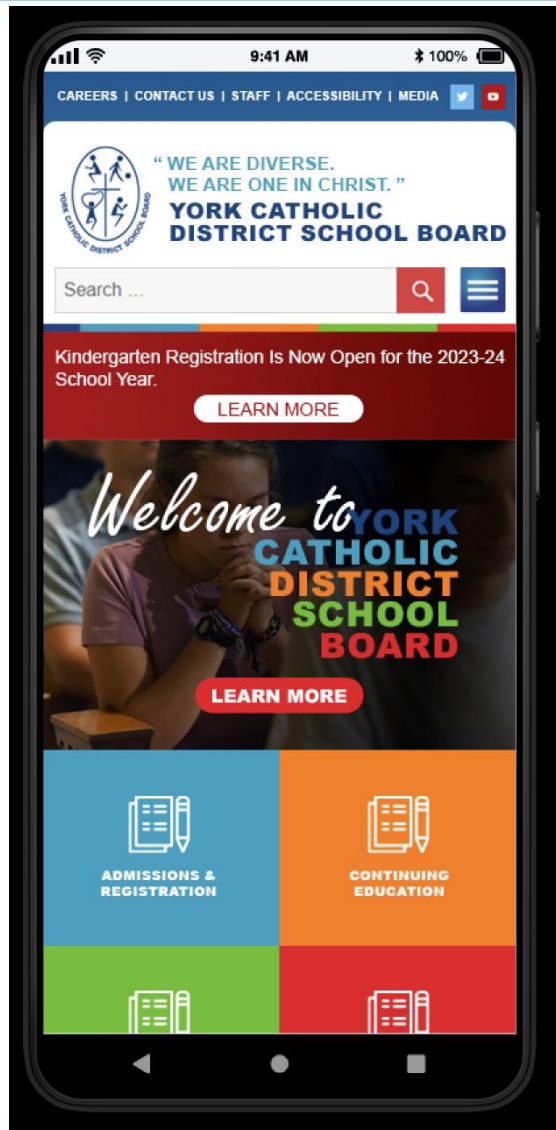
Page	Pageviews
/	68,648
/elearning/	50,179
/schools/school-year-calendar/	14,225
/schools/	11,659
/student-transportation/	9,389
/admissions/	4,952
/parents/	4,768
/careers/	3,540
/elearning/courses/s...er-school-elearning/	2,057
/admissions/elementary-admission-jk-8/	1,677

Possibly needs to be displayed and emphasized on the front page.





# YCDSB MOBILE VERSION





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## WHAT DO YOU THINK?

Please share your feedback here:

<https://forms.gle/SfqCiSnCWJrB6ERj8>



# CATHOLIC SCHOOL COUNCILS CONSTITUTION

REVISION DATES	AMENDMENT DATES

School: \_\_\_\_\_

Principal: \_\_\_\_\_

*All YCDSB Schools are expected to revise their Constitution on an annual basis.*



# YCDSB CONSTITUTION

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## Table of Contents

<b>Preamble</b>	<b>3</b>
<b>Article I - NAME</b>	<b>3</b>
<b>Article II - COUNCIL GOALS</b>	<b>3</b>
<b>Article III - MEMBERSHIP OF THE [NAME OF SCHOOL] CATHOLIC SCHOOL COMMUNITY</b>	<b>4</b>
<b>Article IV - MEMBERSHIP OF THE [NAME OF SCHOOL] CATHOLIC SCHOOL COUNCIL</b>	<b>4</b>
<b>Article V - OFFICERS</b>	<b>5</b>
<b>Article VI - BY-LAWS</b>	<b>5</b>
<b>Article VII - AMENDMENTS</b>	<b>5</b>
<b>BY-LAWS</b>	<b>5</b>
<b>SECTION 1 - STRUCTURE OF COUNCIL</b>	<b>5</b>
1.1 Composition of Council	5
1.2 Elections	5
1.3 Term of Office	7
1.4 Meetings	7
1.5 Quorum	8
1.6 Voting and Decision Making	8
1.7 Vacancies	8
1.8 Attendance	8
1.9 Consultation	9
1.10 Consultation by the Board	9
1.11 Annual Report	
<b>SECTION 2 - DUTIES OF OFFICERS</b>	<b>9</b>
2.1 Chair	9
2.2 Vice Chair	10



# YCDSB CONSTITUTION

---

<b>2.3 Secretary</b>	<b>10</b>
<b>2.4 Treasurer</b>	<b>10</b>
<b>2.5 Principal</b>	<b>11</b>
<b>2.6 Council Members</b>	<b>11</b>
<b>2.7 Past Chair(s)</b>	<b>11</b>
 <b>SECTION 3 - COMMITTEES</b>	 <b>11</b>
 <b>SECTION 4 - CONFLICT OF INTEREST</b>	 <b>12</b>
 <b>SECTION 5 - CONFLICT RESOLUTION</b>	 <b>12</b>
 <b>SECTION 6 - FUNDS</b>	 <b>12</b>
 <b>SECTION 7 - EXPENDITURES</b>	 <b>12</b>
 <b>SECTION 8 - AUDITORS</b>	 <b>13</b>
 <b>SECTION 9 - REMUNERATION</b>	 <b>13</b>
 <b>SECTION 10 - DISSOLUTION OF THE COUNCIL</b>	 <b>13</b>
 <b>SECTION 11- AMENDMENTS</b>	 <b>13</b>
 <b>SECTION 12 - CONSTITUTION/ BY-LAW BINDINGS</b>	 <b>14</b>
 <b>APPENDIX “A”</b>	
<b>Election Procedure ByLaws for Parent Representatives</b>	<b>15</b>
<b>Notice of Election</b>	<b>16</b>
<b>Nomination Form</b>	<b>17</b>



# YCDSB CONSTITUTION

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## PREAMBLE

Parents are the first to teach their children the basic socialization skills, values and morals, and to provide them with their initial instruction in the belief and practices of the Catholic faith.

The education of our children is a shared responsibility which involves the schools, students and their families and the Church. The main goal of [name of school] Catholic School Council is to “promote the best interests of the School Community”. This Constitution and the following By- laws are drafted in accordance with the Education Act and Regulations.

The [name of school] Catholic School Council operating as an advisory council will strive to provide an opportunity to build community, strengthen the home/school/parish partnership and work together as a community of believers committed to putting the values of our faith into practice in the education of our children.

## ARTICLE I - NAME

The name of this Catholic School Council is the [name of school] Catholic School Council, hereinafter referred to as the “Council”.

## ARTICLE II - COUNCIL GOALS

The Council will work within the policies, mission statement and goals of the school, the York Catholic District School Board (Board), hereinafter referred to as the “Board”, and the Education Act and Regulations. Council is an advisory body. The Council will provide advice to the school principal, and where appropriate, to the school board on matters such as:

- development/promotion of faith community;
- local school calendar of events;
- school code of student behaviour; curriculum and program goals and priorities; (School Based Continuous Growth Plan) the responses of the school or school board to achievement in provincial and board assessment programs; (School Profile)
- preparation of the school (development) plan where a site based plan has not yet been developed;
- provide input to assist the Board in selection/appointment of principals;
- school budget priorities, including local capital-improvement plans;
- school-community communication strategies;
- school-based services and community partnerships related to social, health, recreational and nutrition programs;
- community use of school facilities;
- local co-ordination of services for children and youth;
- development, implementation, and review of board policies at the local level;
- learning partnerships;
- corporate sponsorships.



# YCDSB CONSTITUTION

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Council members are to maintain a school-wide focus on all issues. Council meetings are not a forum of discussion about individual parents, students, staff, Trustees or other council members.

School principals, Senior Administration and Trustees will seek advice from the School Council as part of the process of making decisions with regard to the matters listed above.

Recommendations generated by the Council which are broader in scope than the local school may be referred either to the school principal for direction or to the appropriate Board official or to a Board committee through the Director's Office.

## **ARTICLE III - MEMBERSHIP OF THE [NAME OF SCHOOL] CATHOLIC HIGH**

### **SCHOOL COMMUNITY**

The parents/guardians of students enrolled in the school, the school staff members, the pastor and/or their designate, the school trustee(s), the students and all separate school ratepayers within the area serviced by the school have the right to be recognized as voting members of the [name of school] Catholic High School Community, hereinafter referred to as the "School Community". All members of the School Community have the right to attend Council meetings.

## **ARTICLE IV - MEMBERSHIP OF THE [NAME OF SCHOOL] CATHOLIC HIGH**

### **SCHOOL COUNCIL**

Membership in the Council shall include but not be limited to, at the discretion of the Council.

The membership of a Catholic School Council shall not exceed twenty-five (25)

parents/guardians of children enrolled in the school and additionally includes the following members:

- (a) one (1) pupil enrolled in the school who is appointed by the Student Council and who was elected to the Student Council;
- (b) one (1) teacher who is employed at the school and elected by the teaching staff;
- (c) one (1) non-teaching staff member who is employed at the school, other than the principal and/or vice-principal;
- (d) one (1) community representative appointed by the other members of the Council;
- (e) one (1) person appointed by an association that is a member of the Ontario Association of Parents in Catholic Education, if that association is established in respect of the school.
- (f) a parish representative designated by each parish affiliated with the school;
- (g) the school principal and/or vice-principal shall be a designated member.





# YCDSB CONSTITUTION

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In the event that the actual number of parents/guardians on Council do not constitute a majority, the above stated composition of Council shall be adjusted within the parameters of the Ministry of Education's Ontario Regulation 612/00, *School Council and Parent Involvement Committee*, hereinafter referred to as "Reg. 612".

## ARTICLE V - OFFICERS

The Officers of the Council shall be the Chair/Co-Chair, Secretary, Treasurer, and Past Chair(s) and such other Officers as Council deems are required to carry out the activities of the Council. All Officers of the Council shall be parents/guardians of students in the school. No person shall hold more than one office in any given school year. The members shall elect from the established Catholic School Council, the Officers of the Council at the first council meeting which must be held within the first 30 days of the school year.

## ARTICLE VI - BY-LAWS

The School Community and its properly constituted Council shall be governed by this Constitution and its procedural By-Laws, drafted and approved by the members of the School Community.

## ARTICLE VII - AMENDMENTS

The Constitution and the By-Laws of the Council shall only be amended in accordance with the procedures set forth in the By-Laws.

## BY-LAWS OF THE [NAME OF SCHOOL] CATHOLIC HIGH SCHOOL COUNCIL

### SECTION I - STRUCTURE OF COUNCIL

#### 1. Composition of Council

The Council shall be as representative as possible of the School Community. Parents/guardians shall form the majority of its members. Membership on the Council shall be determined in the following ways:

- (a) Parents/guardians shall be elected by parents and guardians of students enrolled in the school;
- (b) Despite subsection (a), a person is not eligible to be a parent/guardian member if they are employed at the school; they are not employed by the school but is employed elsewhere by the Board, unless they take reasonable steps to inform those who will vote in the election of that employment;



# YCDSB CONSTITUTION

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- (c) Student representatives shall be elected by students enrolled in the school;
- (d) The Principal of the school shall be a designated member;
- (e) The teacher representative shall be elected by the members of the teaching staff assigned to the school;
- (f) The non-teaching staff representative shall be elected by non-teaching employees assigned to the school;
- (g) The community representative(s) shall be appointed by members of the Council;
- (h) Despite subsection (g) a person cannot be appointed community representative if they are employed by the Board unless, he/she is not employed at the school; and the other members of the Council are informed of the person's employment before the appointment; and
- (i) The Chair of the Council shall be a member who is a parent/guardian (cannot be a Board employee) of a student enrolled at the school, and shall be elected by the Council.

## 2. Elections

Elections to the Council shall be held annually, by secret ballot, during the first 30 calendar days of the school year on a date determined by the former Chair of the Council, after consulting with the principal. The principal shall give the school community at least fourteen (14) calendar days' notice of the date, time and location of the election. The principal shall deliver the notice to the parent by email or by other electronic means and by posting the notice on the school's website.

In accordance with Reg. 612, an election of parent members of a school council shall be held in person, at a location accessible to all members of the school community. If for any reason a parent member cannot attend the election, the parent member must provide a reason and notify the Principal of the school one week prior to the election.

An Election Committee consisting of the chair and vice-chair of the council, the principal and (vice-principal) shall be formed at the Annual General Meeting (AGM) of the School Council held at the first meeting of the school year. It shall be responsible for the overall operation of the nomination and election process, in accordance with the framework and forms set forth in Appendix "A" of these By-Laws.

The Election Committee shall:

- provide nomination forms;
- Ensure that the school community is notified of election procedures and election date(s), location, and time, at least fourteen (14) calendar days in advance of the election;



# YCDSB CONSTITUTION

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- Request a profile from all candidates and make these available to the electorate;
- Conduct the elections by secret ballot;
- Count the ballots;
- help the principal notify all candidates of the results;
- Keep all the results and related information confidential;
- Only release the names of successful candidates. A list of candidates and the vote results will be kept on file for use in the event of vacancy on the council.
- shall notify all individuals standing for election of the results before the results are released to the school community.
- help procure names of appointed council positions.

The council of the previous year will remain established until the new council is formed.

The election procedure shall be as follows:

- (a) Each candidate who is present at the Election meeting shall be given an opportunity to make a brief (2-3 minute) presentation on their background and experience.
- (b) The Principal shall prepare and distribute ballots to all parents attending the Election Meeting, including all candidates. Each ballot shall contain a list of all the candidates.
- (c) The election shall be by secret ballot cast by parents present at the Election Meeting.
- (d) Ballots shall be counted by the Election Committee.
- (e) If there is a tie in the number of votes between two (2) or more candidates, the tie will be broken by the Principal drawing the names of the tied candidates until all of the Parent Member positions are filled.
- (f) The Principal shall announce the names of those elected as Parent Members at the Election Meeting, but shall not announce the number of votes that any candidate received.
- (g) All ballots and related information shall be retained by the Principal for one(1) year and shall be kept confidential.

## 3. Term of Office

At the first election of the properly constituted Council, newly elected members of Council shall be elected for a term of one (1) year, from the date they are elected or appointed until the date of the first meeting of the School Council after the elections held in the next school year.

A member of the School Council may be re-elected or re-appointed for additional terms.

## 4. Meetings

The first meeting of the newly elected members of Council shall take place in person within the first 35 calendar days of the school year, after the elections held and on a date fixed by the principal of the school. The Council shall hold a minimum of four (4) meetings per year and shall be held either in person, at a location that is accessible to the public; or by electronic and telephonic means.



# YCDSB CONSTITUTION

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A member of a school council who participates in a meeting through electronic or telephonic means shall be deemed to be present at the meeting.

Meetings shall be open to all members of the School Community and will be given written notice by the principal or chair of the Council by delivering the notice to the parent by email or by other electronic means and by posting the notice on the school's website.

It is the responsibility of the elected members of council to come to a final decision with respect to the issue being dealt with.

A meeting cannot be held unless the majority of members are present and that a majority of the members present are parent/guardian members. An Annual General Meeting (AGM) shall be held during the first meeting of the school year.

## 5. Quorum

The quorum for the transaction of business at any meeting of the Council shall be a majority of the members attending, provided that the majority of those present at the meeting are parents/guardians. If such a quorum does not exist, any resolution must wait until such time as a quorum exists, with the following exception, if a quorum consisting of a majority of parents/guardians is not possible as a result of parent/guardian vacancies (as opposed to temporary absence at a particular meeting) the quorum will consist of a two thirds (2/3) majority of the remaining membership until such time as parent/guardian vacancies may be filled to provide a majority of parent/guardian Council members.

## 6. Voting and Decision Making

Each member of the School Council is entitled to one vote in votes taken by the Council. Each member of a committee of the School Council is entitled to one vote in votes taken by the committee.

The principal is not entitled to vote in votes taken by the School Council or by a committee of the School Council.

Questions arising at any meeting of the Council shall be decided by consensus of Council members (reaching agreement by all).

## 7. Vacancies

If any elected position becomes vacant, the Council shall appoint the necessary number of eligible person(s) to serve the balance of the term of office. First consideration of appointees shall be given to any unsuccessful candidate(s) who ran in the last election, in order of finish, followed by outreach strategies. If the appointment fails to fill all positions, the Council shall proceed to operate as long as a parent/guardian majority exists.



# YCDSB CONSTITUTION

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If at any time the number of parent/guardian representatives on Council is less than the majority required by the provisions of Reg.612/00, the Council shall operate and continue to seek involvement of parents/guardians through outreach strategies. The Council shall also look to the provisions of Article IV of its Constitution, to maintain a parent/guardian majority.

A vacancy in the membership of the School Council does not prevent the Council from exercising its authority.

## **8. Attendance**

Council members shall make every effort to attend meetings. Council members who find they are unable to attend meetings on a regular basis, shall be asked to reconsider their commitment. Notice in writing shall be sent to any Council member who has missed three (3) consecutive meetings informing them that their status as a member has been terminated.

## **9. Consultation**

The Council shall communicate regularly with parents/guardians and other members of the School Community to seek their views and preferences with regard to matters being addressed by the Council so that these are reflected in the advice the Council provides to the school Principal, to the Board and to the Ministry.

## **10. Consultation by the Board**

The Board is obligated to solicit the views of Council with respect to the matters outlined under Section 19, of Reg. 612/00.

## **11. Annual Report**

The School Council shall annually submit a written report on its activities to the principal and to the Board. This report will include a report from all committees, including all fundraising activities. The report will be made available to the entire school community by delivering the notice to the parent by email or by other electronic means and by posting the notice on the school's website.

## **SECTION II - DUTIES OF OFFICERS**

### **1. Chair**

The Chair of the Council shall:

- call school council meetings; (minimum of four per year - first meeting to be held within the first 30 days of the school year)
- prepare in concert with the principal the agenda for school council meetings;
- chair school council meetings;



# YCDSB CONSTITUTION

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- ensure that the minutes of school council meetings are recorded, maintained and stored in accordance with YCDSB [Policy 109, Records and Information Management](#);
- participate in information and training programs;
- communicate with the school principal as required;
- ensure that there is regular communication with the school community;
- consult with senior board staff and trustees, as required, and submit annually a written report of Council activities to the principal and the Board.

## 2. Vice Chair

During the absence or inability of the Chair, the duties and powers of the Chair shall be exercised by the Vice Chair.

The Vice Chair moreover, shall assist the Chair, at all times, in the discharge of their duties.

## 3. Secretary

The Secretary of the Council shall keep the Minutes of the Council meetings, attend to all official correspondence and communications, post notices and file records as directed by the Council, and perform such other duties as may from time-to-time be determined by the Council.

The Secretary shall prepare and distribute a copy of the Minutes of all meetings to all Council members within a reasonable time of said meetings and shall post a copy of the Minutes on the community bulletin board at the school. The Minutes will include attendance, a brief summary of discussion, motions and action/responsibility notations.

In the absence of both the Chair and Vice Chair at meetings of Council, the Secretary shall call the meeting to order and preside until the Council elects an acting Chair for that meeting.

## 4. Treasurer

The Treasurer of the Council shall keep full and accurate accounts of all receipts and disbursements of the Council in proper books of account. The Treasurer shall provide, at regular meetings of the Council or whenever required, an account of all transactions of the Council and the financial position of the same and shall perform such other duties as may from time-to-time be determined by the Council.

The Treasurer shall receive all monies due and payable to the Council and deposit them to the credit of the Council in a sub-ledger controlled by the school bursar and the School Board.

The Treasurer shall pay all bills authorized by the Council and shall be a signing officer on the Council sub-ledger account.

A full financial statement of the Council year shall be prepared by the Treasurer and presented at the AGM.





# YCDSB CONSTITUTION

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## 5. Principal

The Principal of the school shall:

- facilitate the establishment of the Catholic School Council and assist in its operation;
- support and promote council's activities that are consistent with the board's [policy 606, Catholic School Councils](#);
- seek input from the council in areas for which it has been assigned advisory responsibility;
- act as a resource on laws, regulations, board policies, and collective agreements;
- obtain and provide information required by the council to enable it to make informed decisions;
- communicate with the chair of the council, as required;
- ensure that copies of the minutes of the council's meetings are kept at the school;
- assist the council in communicating with the school community;
- encourage the participation of all parents/guardians and of other people within the community;
- assist the Chair in developing the agendas;
- perform the duties as outlined in Ontario Regulation 613 - Operation of Schools.

## 6. Council Members

The members of the Council shall:

- provide informed advice to the school principal on matters related to student learning and school improvement;
- maintain a school-wide perspective on issues;
- participate in council meetings;
- participate in information and training programs;
- act as a link between the Catholic School Council and the community;
- encourage the participation of all parents/guardians and of other people within the community;
- observe the Code of Ethics as established by Council

## 7. Past Chair(s)

The Past Chair(s) shall extend the benefit of their experience to the Council for a one (1) year period.

## SECTION III - COMMITTEES

The Council shall make appointments to such Standing Committees of the Council (committees which exist year after year and meet regularly) and Ad Hoc Committees of the Council (committees appointed to deal with a specific issue, report on it and then are disbanded) as may be required to carry on the activities of the Council and shall, where possible, appoint a Chair of



# YCDSB CONSTITUTION

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each such committee from among the Council members. Committee membership shall be drawn from the members of the School Community. The Chair of the Council and the Principal, or their designate, shall be ex officio members of each Standing and Ad Hoc Committee. All Committees shall report to the Council to obtain final approval of the committee's recommendations. Standing Committees shall include but not be limited to:

Fundraising Committee  
Code of Conduct Committee  
Election Committee  
Volunteer Committee

## SECTION IV - CONFLICT OF INTEREST

Anytime the Council is doing business with a member of the Council or a member of any committee of the Council (whether with the member directly, or with a business enterprise with which the member is directly or indirectly associated), the Council member shall declare a conflict of interest and shall not deliberate or vote on any such resolution.

## SECTION V - CONFLICT RESOLUTION

For the resolution of disagreements between members of the Council on any issue whatsoever and in all matters of a disciplinary nature for which no specific provision is made in these by-laws, the Council shall be governed by the rules and practices of the 21st Century Robert's Rules of Order, The Princeton Language Institute, Dell Publishing, 1995. The edition of Robert's Rules to be used may be changed from time to time by a resolution of the Council.

## SECTION VI - FUNDS

Funds raised by the Council shall be used for school related activities and equipment and to pay for the general expenses of carrying out the business of the Council.

## SECTION VII - EXPENDITURES

All Council funds shall be held in one bank account as recommended by the signing Officers and approved by the Council.

The Chair and Treasurer shall have cheque signing authority on the Council bank account, with only the aforementioned signatures necessary to validate cheques.

Expenditures shall be defined as money outlay without expectation of monetary return.

Expenditures for events wholly or partially funded by the Council are to be presented in budget form for approval by the Council.



# YCDSB CONSTITUTION

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Receipts must be furnished for all expenditures.

Council expenditures must be first authorized by the Chair and Treasurer and thereafter, approved by the Council.

General count of money must be done by two people at the same time.

All fund raising activities must be in accordance with Board Policy 603A and 603B on FundRaising.

The Council shall not operate in a deficit.

The year-end balance of the Council sub-ledger account shall be kept to provide for a sufficient operating balance to initiate Council activities in the following school year.

## SECTION VIII - AUDITORS

The Council shall arrange for an independent review of its books and records by a trusted member of the school community at the end of Council's term if a major, Board approved fundraiser has taken place during the term (built into the sub-ledger oversight of the school Board).

## SECTION IX - REMUNERATION

There will be no honorarium paid to members of the Council. A person shall not receive any remuneration for serving as a member. Reimbursement for expenses incurred as members of the School Council shall be in accordance with relevant procedures established by the Board and Section VII above.

## SECTION X - DISSOLUTION OF THE COUNCIL

The Council shall be dissolved when and if the school ceases to operate. In the event of dissolution of the Council, the disposal of funds held by the Treasurer shall be voted upon at the final meeting, provided notice in writing containing the amount of funds held by the Treasurer and the intent to dispose of the funds, shall have been sent to the members of the School Community together with the notice of the final meeting.

## SECTION XI - AMENDMENTS

The Constitution and the By-Laws of the Council may only be amended by the Annual General Meeting of Council in any school year. Proposed amendments may be placed; on the agenda of this meeting, provided, notice in writing of the proposed amendment(s) in motion form shall have reached the Chair and Secretary of the Council at least forty-five (45) days before the meeting. Copies of all proposed amendments shall be distributed to the members of the School Community at least 10 days prior to the AGM. Amendments must be approved by the majority of the members constituting the quorum and the majority of the members constituting the quorum must be



# YCDSB CONSTITUTION

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parents/guardians, notwithstanding the provision of the Constitution, Section I, subsection 5 – Quorum. Amendments that do not receive approval may not be re-proposed before one year has elapsed.

## SECTION XII – CONSTITUTION/BY-LAWS BINDING

All members of the Council shall abide by this Constitution and its accompanying By-Laws, in both spirit and letter.

The Constitution and By-Laws of the Council shall be in force and effect from the date that they are passed by the Council, after notice in writing to the School Community. This Constitution and its accompanying By-Laws are accepted and authorized by the [name of school] Catholic High School Council on the \_\_\_\_\_ day of [month], [year].

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_



# YCDSB CONSTITUTION

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## APPENDIX “A”

### ELECTION PROCEDURE BYLAWS FOR PARENT REPRESENTATIVES

1. Elections shall occur within the first thirty (30) days of the start of each school year.
2. Each parent/guardian seeking election must be nominated or self-nominated in writing, must have a child registered at the school and must declare if they are employed by the Board.
3. Each parent/guardian of a student enrolled in the school shall be entitled to one vote for each vacant parent/guardian membership position on the council.
4. A committee shall be established by the school council before the end of the school year to help plan the election process, the gathering of nominations and the running of the election. No one standing for election, or the spouse of anyone standing for election, shall take part in counting the ballots.
5. The election committee shall:
  - provide nomination forms;
  - ensure that the school community is notified of election procedures and election date(s), location and time, at least fourteen (14) days in advance of the election;
  - request a profile from all candidates and make these available to the electorate;
  - conduct the elections by secret ballot;
  - count the ballots;
  - help the principal notify all candidates of the results;
  - keep all results and related information confidential;
  - help procure names of appointed council positions.
6. Only the names of the successful candidates shall be made public. A list of candidates and the vote results will be kept on file by the council for use in the event that a vacancy on the council occurs.
7. All individuals standing for election shall be notified of the results before the results are released to the school community.
8. The school council shall help the principal ensure that the names of new members are publicized to the school community within thirty (30) days of the election.
9. At the first meeting of the new school council at the beginning of the school year, the council shall elect the executive, set dates, times and locations for its meetings throughout the year and accept appointments to the remaining positions on council.



# YCDSB CONSTITUTION

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## [NAME OF SCHOOL] CATHOLIC HIGH SCHOOL COUNCIL

### NOTICE OF ELECTION

Catholic School Council members have a special commitment to their school. They demonstrate enthusiasm, a desire to make a difference and a willingness to contribute in a meaningful way to strengthen the partnership between school, home and parish.

If you would like to put your name forward and become an active participant in your child's education, please call the school office at [ insert School phone number] for a declaration package. It may be sent home with your child, or you may choose to pick up a package in the main office. Successful candidates will hold their elected position for a term of one year and will be expected to attend the monthly meetings. We as parents can make a difference to our children's education. Being a member of council provides us with an opportunity to make recommendations to the school, the school board and interact with other parents and staff. No one is singularly responsible for decisions. A representation of parents who reflect the diversity of our school population is needed.

**Deadline for submission of nomination forms:**

**Communications of candidate's names to the school community:**

**Election Day:**

**First council meeting:**





# YCDSB CONSTITUTION

## [NAME OF SCHOOL] CATHOLIC SCHOOL COUNCIL NOMINATION FORM

Please fill in the appropriate section below to declare your candidacy, or to nominate someone else, for an elected position as a parent/guardian representative on the [name of school] Catholic School Council.

☐ I wish to declare my candidacy for an elected position as parent/guardian representative on the school council.

☐ I wish to nominate \_\_\_\_\_ for an elected position as parent/guardian representative on the school council.

Name: Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Business phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

I am the parent/guardian of \_\_\_\_\_ who is currently registered at this school.

I am an employee of the board: ☐ yes ☐ no

The person I have nominated is the parent/guardian of \_\_\_\_\_ who is currently registered at the school.

The person I have nominated is an employee of the board: ☐ yes ☐ no

Please include a brief bio of yourself or the candidate you have nominated which will be published for election purposes:

e.g. occupation, background, interests, volunteer work

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Return this form to the school office by \_\_\_\_\_

You will be notified when your nomination has been received.



# York Catholic District School Board

Catholic Education Centre, 320 Bloomington Road West, Aurora, Ontario L4G 0M1  
Tel: 905-713-1211, 416-221-5051, 1-800-363-2711  
Fax: 905-713-1272 • [www.ycdsb.ca](http://www.ycdsb.ca)

## YORK CATHOLIC PARENT INVOLVEMENT COMMITTEE YCPIC MEMBERSHIP CONFIRMATION 2023-2024 SCHOOL YEAR

**NAME: (please print)**

\_\_\_\_\_

**Please check one:** are you currently a:

**Community Rep** ☐ **OR** **YCPIC CSC / Parent** ☐

☐ Yes, I wish to be considered for 1 (one) additional year for 2023-2024.

☐ No, 2022-2023 will be my final year.

Are you a parent/guardian of a child enrolled in a York Catholic District School Board school in the 2023-2024 school year – Yes or No \_\_\_\_\_

If Yes, please provide the school(s) name and grade

School Name: \_\_\_\_\_ Child's Grade: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Are you a Member of the Catholic School Council at your School: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Please return by May 25, 2023 to:** Silvana Greco: [silvana.greco@ycdsb.ca](mailto:silvana.greco@ycdsb.ca)

*(Distributed April 24, 2023)*