

# CATHOLIC SCHOOL PARENT COUNCILS (CSPC) & TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC) ELECTIONS 2021-2022

The purpose of Catholic School Parent Councils (CSPC) is, through the active participation of parents, to improve pupil achievement and to enhance the accountability of the education system to parents (O. Reg. 612/2.1).

Toronto CPIC is a provincially mandated and funded parent-lead committee. The focussed on supporting student achievement through increased parent involvement. CPIC provides information and advice on parent engagement to the school board, creates initiatives that promote and facilitate parent engagement, and educates parents to support them in their children's learning at home and/or at school.

## CSPC Elections – Important Timelines

Completed by	Action
<b>Prior to CSPC Elections</b>	<ol style="list-style-type: none"> <li>1. Selection of the CSPC Election Committee (One or two members that will not be running for Council and can assist the principal with the election process)</li> <li>2. The principal shall, <b>at least 14 days before the date of the election of parent members</b>, on behalf of CSPC, give written notice of the date, time and location of the elections to every parent of a pupil who is enrolled in the school (O. Reg.612, s. 4 (6))</li> </ol>
<b>By October 6<sup>th</sup></b>	<p><b>1. Annual General Meeting (AGM)</b> <b>2. CSPC Elections</b></p> <ol style="list-style-type: none"> <li><b>i) Election of parent representatives to The Council, as per the number of positions stipulated in the local by-laws</b> <ul style="list-style-type: none"> <li>• An election of parent members of a school council shall be held during the first <b>30 days of each school year</b> (O. Reg. 612, s. 4 (4))</li> <li>• All parents of children enrolled at the school can vote for the number of parent positions on The Council</li> </ul> </li> <li><b>ii) Election of the teacher and school employee representative (i.e., non-teaching staff representative)</b> <ul style="list-style-type: none"> <li>• Elections to be organized by the principal</li> <li>• Teacher representative will be elected by the full and half-time teachers</li> <li>• School employee representative will be elected by the full and half-time non-teaching staff</li> </ul> </li> <li><b>iii) Election of student representative (secondary)</b> <ul style="list-style-type: none"> <li>• In a school without a student council, the representative will be elected by the students in an election held for that purpose</li> </ul> </li> </ol> <p><b>3. CSPC Inaugural Meeting</b></p> <ol style="list-style-type: none"> <li><b>i) Election of executive officers</b> (i.e. chair/co-chair; treasurer, secretary) by the newly elected parent representatives and teaching and non-teaching representative</li> <li><b>ii) Appointment of voting members:</b> <ul style="list-style-type: none"> <li>○ a parent member who has an interest in special education</li> <li>○ the local pastor or designate</li> <li>○ ___ (# as per by-laws) community representative(s)</li> <li>○ a parent representative from the <i>Ontario Association of Parents in Catholic Education-Toronto (OAPCE Toronto)</i>; and</li> <li>○ a student elected by the student council (secondary) or in the case of elementary schools, if the principal determines that a council should include a student</li> </ul> </li> </ol>
<b>By October 8<sup>th</sup></b>	<ol style="list-style-type: none"> <li>1. Principal will update the <b>CSPC chair/co-chairs information</b> on the TCDSB SharePoint <i>***This is a <b>very important action</b> as it will update the CSPC chair/co-chairs information on the school's portal page on the TCDSB Website, as well as, the TCDSB CSPC credentials for the newly chair/co-chairs, including email</i></li> <li>2. The newly appointed chair/co-chairs will set-up the CSPC designated email immediately after receipt of set-up email from TCDSB IT Department, which will occur after the principal updates the information</li> </ol>

## Toronto CPIC Elections

<b>October 13<sup>th</sup></b>	<p><b>Information regarding CPIC elections will be forwarded to CSPC chairs and principals, and posted @</b> <a href="https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx">https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx</a> <i>It is important that any information that is sent to principals related to CPIC elections is also forwarded to the CSPC chair/co-chairs in the event that the designated TCDSB CSPC chair's email has not been activated</i></p>
<b>By October 22<sup>nd</sup></b>	<p><b>Completed nomination forms have been sent to <a href="mailto:manuela.sequeira@tcdsb.org">manuela.sequeira@tcdsb.org</a> and to <a href="mailto:CPIC.chair@tcdsb.org">CPIC.chair@tcdsb.org</a></b></p> <p>For the election nomination form please visit: <a href="https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx">https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx</a></p>
<b>October 25<sup>th</sup></b>	<p><b>Toronto CPIC Odd Wards Elections (Ward 1, 3, 5 East, 5 West, 7, 9, 11 North, 11 South)</b></p> <p>For information on schools please visit: <a href="https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx">https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx</a></p>
<b>October 25<sup>th</sup></b>	<p><b>Toronto CPIC By-Elections - Ward 2</b></p> <p>For information on schools please visit: <a href="https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx">https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx</a></p>
<b>October 26<sup>th</sup></b>	<p><b>Toronto CPIC Secondary Ward Cluster Elections</b></p> <p style="text-align: center;"><b>WEST</b> (1, 2, 3, 4)      <b>CENTRAL</b> (5, 6, 9, 10)      <b>EAST</b> (7, 8, 11, 12)</p> <p>For information on schools please visit: <a href="https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx">https://www.tcdsb.org/FORPARENTS/ParentInvolvement/CPICElections/Pages/default.aspx</a></p>