

# CATHOLIC SCHOOL PARENT COUNCILS (CSPC) & TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC) ELECTIONS 2023

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 focused 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

Timeline	Action
No later than 14 days prior CSPC elections	<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>
By October 4 <sup>th</sup>	<p><b>Deadline for CSPC Elections &amp; Inaugural Meeting</b></p> <ol style="list-style-type: none"> <li>1. <b>Annual General Meeting (AGM)</b></li> <li>2. <b>CSPC elections of Parent Representatives</b> <ol style="list-style-type: none"> <li>i) <b>Election of parent members to The Council, as per the number of positions in the local TCDSB, CSPC 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>ii) <b>Election of the teacher and school employee representative (i.e., non-teaching 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>iii) <b>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> </li> <li>3. <b>Inaugural Meeting</b> <ol style="list-style-type: none"> <li>i) <b>Election of the executive officers</b> <ul style="list-style-type: none"> <li>▪ Executive officers will be elected by the newly elected voting members of the school's CSPC at the Inaugural Meeting</li> </ul> </li> <li>ii) <b>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</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> </li> </ol>
October 10 <sup>th</sup>	<ol style="list-style-type: none"> <li>1. <b>Principal will update the CSPC chair/co-chairs information on the TCDSB SharePoint</b> <i>***This is a very important action as it will update the CSPC chair or 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 or 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 has updated the information</li> </ol>

## Toronto CPIC Elections – Important Timelines

October 13 <sup>th</sup>	Information regarding Toronto CPIC elections will be forwarded to CSPC chairs and principals, and posted @ <a href="https://www.tcdsb.org/page/cpic-elections">https://www.tcdsb.org/page/cpic-elections</a> <i>It is important that any information that is sent to the principals related to Toronto CPIC elections is provided to the CSPC chair or co-chairs, if the CSPC chair or co-chair has not yet activated the designated TCDSB CSPC chair's email.</i>
October 20 <sup>th</sup>	<b>Deadline for interested candidates to apply for CPIC Ward Representative @ <a href="https://forms.office.com/r/4fs0SPk3P4">https://forms.office.com/r/4fs0SPk3P4</a> @ 4:00 p.m.</b>
October 20 <sup>th</sup>	<b>Deadline for interested candidates to apply the position of Community Representative on Toronto CPIC@ <a href="https://forms.office.com/r/eB5CbQ19U0">https://forms.office.com/r/eB5CbQ19U0</a> @ 4:00 p.m.</b>
October 26 <sup>th</sup>	<b>Toronto CPIC Odd Wards Elections - 1, 3, 5 W, 5 E, 7, 9, 11 N ,11 S @ 7:00 p.m.</b>
October 26 <sup>th</sup>	<b>Toronto CPIC By-Elections - Ward 4, 6, 8 W, 12 @ 7:00 p.m.</b>
October 30 <sup>th</sup>	<b>Toronto CPIC Secondary Ward Cluster Elections - WEST (1,2,3,4), CENTRAL (5,6,9, 0), EAST (7,8,11,12) @ 7:00 p.m.</b>