Committee: Parent Involvement Advisory Committee (PIAC)

Date: Wednesday, February 11, 2015

Time: 7:00 pm – 10:00 pm

Present: Sude Singh (Co-Chair); D. Williams (Co-Chair); Michael Ford (Trustee, W1), Vivek Rao (W1); Tina Chan-Kim (W3); Michelle Minott (W4, Alt); Devon Forbes. (W5, Alt); Stephen Thiele (W6); Mirian Turcios (W6,Alt); Jess Hungate (W8); Darlene Giroux. (W10, Alt); Rania Saleh (W11); Eva Rosenstock (W12); Wilmar Kortleever (W13); Julie Dasoo (W13, Alt); Kate Wallis (W16); Susan Morgan (W16) Trixie Doyle. (W17); Aretha Phillip (W17, Alt); Steve Chatzibasile. (W18); Sharon Kerr (W21); Saida Sabrie (SPLC); Towhid Noman (TBPAC); Ali Mohammed (W1);

Teleconference: James Rycman (W19); Sophia Ruddock (W9); Sara Ali (W);

Guests: Nicole Herbert (W15, Parent); Lynne Anderson (W21, Parent)

Regrets: Christy Heath (W3, Alt); Ward Davis (W21, Alt);

Staff: Jim Spyropoulos (Executive Superintendent, Equity and Inclusive Schools); Michelle Munroe (Central Coordinator, Parent & Community Engagement Office (PCEO)

Recorder: Linda Mendonca, Committee Assistant

* Add: Curriculum and Library/Cultural Sensitivity requests that minutes reflect motion
* On page 4 budget; Catering increase cost should be changed to $4,000.
* On page 3 PCEO Update; should be revised to read working group reviews all request prior to sending to PCEO
* On page 5 HPE; Wording should read Ministry materially ignored PIACs letter
* On page 5 Action item; Should read Wilmar will investigate the working group mandate.

| **#** | **ITEM** | **DISCUSSION** | **RECOMMENDATION/MOTION** |
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|  | **Welcome & Introductions**  **(Co-Chairs)** | D. Williams (Co-Chair) called the meeting to order 7:02pm. All were welcomed to the meeting and members introduced themselves. |  |
|  | **Approval of Quorum**  **(Co-Chairs)** | Quorum was achieved at 7:02pm.  Stephen T. raised a point of order regarding Ward 5 representatives. He informed members that at the January 22nd Ward Forum which took place at Westview that Trustee Howard Kaplan confirmed that Husein K. was elected as Ward 5 Rep, and Suban A. as the Ward 5 Alt and that clarification is required.  Co-Chairs advised Stephen T. that this item needs to be confirmed with Michelle Munroe when she is present in the room. |  |
|  | **Declaration of Possible Conflict of Interest**  **(Co-Chairs)** | None declared. |  |
|  | **Approval of Agenda**  **(Co-Chairs)** | **\*\*\*Motion:** Steve C. moved, seconded by Tina C-K to approve the agenda with the following amendments: 16 in Favour, 2 opposed.   1. School Council Appreciation Dinner Report – Wilmar K. 2. By-Laws Working Group Report – Steve C./Wilmar K. 3. Outreach Working Group Report – Mirian T. for this meeting only.   Saida S. requested that the motions she put forward regarding Election Assistance and Cultural Sensitivity be placed on the agenda. Co-Chairs advised Saida that with the number of presentations and items on the agenda, there is no time available to discuss these motions. These were not time-sensitive motions, and also reminded Saida that motions are to be submitted 5 days prior to the meeting. The motions were received two days prior to the meeting.  Michelle Munroe confirmed that she was informed by Trustee Kaplan that Ward 5 elections are under review. Devon F. is the Ward 5 Rep. until further notice. | Motion carried. |
|  | **Approval of Minutes**  **(Co-Chairs)**   * **January 13, 2015** | **Approval of Minutes – January 13, 2015**  **\*\*\*Motion:** Eva R moved, seconded by Trixie D. to approve the minutes of January 13, 2014. 13 approved.   * Add Rania S. under teleconference instead of present section | **Motion carried.**  **\*\*\*ACTION:** Minutes from January 13, 2015 to be posted on the TDSB website. |
|  | **Balancing TDSB 2015/2016 Budget**  **(Carla Kisko, Associate Director)** | Carla Kisko, Associate Director provided a presentation on Balancing TDSB 2015/2016 Budget.  **Q & A, Comments & Suggestions**  ***What is the definition of Special Education? Is there a defined list of exceptionalities?***  There are 12 exceptionalities. It’s a longer conversation that Uton Robinson, Executive Superintendent, Special Education can speak to at a future meeting.  ***What is the Board doing to help with correcting the funding formulas? (i.e. paying for boiler systems, and retro-fitting, etc.). Why isn’t somebody involved from PIAC on the Budget Committee? What are Trustees doing to improve these standards?***  There is a formal broader public sector procurement process that the Board goes through that prohibits Boards from engaging in independent sourcing.  ***What is the rationale for reduction in Special Education funding?***  Superintendent Uton Robinson will be able to expand on this further. We are currently re-designing the Special Education Model. The majority is due to low enrolment and consolidation of services. We are committed to providing the same level of services to Special Education Students.  ***With respect to the Inclusion Strategy, what are the primary three exceptionalities that the strategy is focussing on to bring students into mainstream classrooms?***  The Special Education department is in the middle of the IPRC process. We may have to allocate more to support those kids.  Darlene G. (W10 Alt) requested a formal presentation from the Special Education Department on the Inclusion Strategy.  Michelle Minott requested information on the statistics of student retention into those programs.  ***What is the implication for students in ESL programs?***  As with Special Education, ESL services responds to enrollment by international students. There is a $100,000 revenue increase for 4 years only, and the funding is reduced over the 4 years. 1400 students are enrolled. | **\*\*\*ACTION:** Co-ordinating Superintendent Jeff Hainbuch to invite Executive Superintendent Uton Robinson, Special Education to provide information on the definition of Special Education and 12 exceptionalities as well as the rationale for the decrease in funding for Special Education students.  **\*\*\*ACTION:** Co-ordinating Superintendent Jeff Hainbuch to invite Executive Superintendent Uton Robinson, Special Education to provide information on the Inclusion Strategy.  **\*\*\*ACTION**: Carla Kisko would follow up with data collection. |
|  | **Acceptable Use Policy**  **(Jeff Hainbuch, Co-ordinating Superintendent, Special Education)** | Jeff Hainbuch, Co-ordinating Superintendent, Special Education provided a presentation on the Acceptable Use Policy. Jeff asked for feedback on the Draft Acceptable Use Policy. Based on the feedback collected, staff will develop the procedures, and will share it with PIAC before implementation.  The invitation to the Consultation on the Draft Acceptable Use Policy was circulated to PIAC, and to approximately 600 people through the PCEO office. Another consultation will be held on February 25th; then it will go to Executive Council (March 23rd); to the Program & School Services Committee (March 25th); and to Board (April 25th). Members are asked to get the word out regarding the Consultation on February 25th.  **Q & A**  ***If any guest (including children and adults) access our wireless internet how do we control how we interact with one another?*** The info is stored on the Board server.  ***Is there a policy for students using private phones that encourage them to use Wi-fi versus 3G? (i.e. research purposes)?*** Section 4.4 states that users should use own services if they have any concerns.  ***Is the captured traffic tied to a specific user?*** Yes.  **Comments, and Suggestions re: Draft Acceptable Use Policy**   * suggested to add “Partner” piece under users (i.e. to cover off CLG’s) * add personal devices * Section 4.8; one area of difficulty is engaging parents in schools. “Appropriate Disciplinary Action” covers a broad range. Guidelines and potential penalties, parameters, and ramifications should be clarified * Section 4.4 – Do not use words like “USE” , be clear and say “NO” * To confirm if parents are considered authorized/ or unauthorized and how we are defining “authorized? Central parents are authorized users. Is it applicable to everyone?   **Privacy Questions for Follow Up**   * Increasing technology (i.e. Google Drive). Google Drive can be accessed, but we don’t have access to personal e-mail. We cannot mine into personal devices. * “Cookies” – from applications used by kids for personal use – are they tracked? * Investigations (i.e. Principals may be involved in, bullying vs. privacy?). How are they handled? * TDSB will not put anything on the user's device, to further clarify - is the traffic (incoming or outgoing) modified in any way? The answer is tentatively NO. To be verified. * Does the captured traffic include content, especially, unencrypted content? The answer is tentatively NO.  To be verified. * What is the retention period for the captured traffic? The answer is TBD. | **\*\*\*ACTION:** Co-ordinating Superintendent Jeff Hainbuch to follow up with Peter Singh, Chief Technology Officer on privacy questions and follow up with PIAC. |
|  | **Trustee Ford Report** | **Special Board Meetings**  Trustees received the directives from Margaret Wilson on January 15th and were asked to comply with the directives by February 13th. Staff shifted dates in calendar to accommodate the directives. Consultations were held in the East and West and with Trustees at Ward Council meetings; we received good feedback. On Feb 4th, Trustees did approve all the directives. Moving forwarded another Special Board meeting was held on February 10th.  **Q & A, Comments and Suggestions**  ***What made the Board accept all the Ministry directives? For example, the City of Toronto pushes back. Why did the Trustees not?***    As the will of the Board, Trustees did accept to move forward in order to avoid supervision. The minister did in fact respond. The most contentious directive was #9 - 65% underutilization of schools. How the media portrayed that was inaccurate. It wasn’t about school closures. Schools are used as community hubs; they did not look into that. By accepting the directives, the closures of schools remain in the Board’s hands, and not the Ministry’s.  Jess H. suggested that the focus of this directive is parent involvement. If there was any issue that is a top priority for PIAC; it would be this one. Parents are concerned about school closures. PIAC’s top priority should be to work with Trustees on this issue. Trusteed Ford responded to say that he tried his best to bridge the communication between the Trustees and PIAC. Co-Chair D. Williams. reminded members that facilitating a parental connection between the community and Board can be done through PIAC making recommendations by a delegation to the Board. Co-Chair D. Williams, and PIAC members (Eva R, Kate W and Trixie D) deputed to the Committee of the Whole Board on January 26, 2015 with regard to the Minister’s Directives to TDSB.  ***What is the interpretation of the Trustees with regards to directive #9, and what that means in terms of school closures?*** The Ministry asked for a 3-Year Plan. We have a 10-Year Plan. The 65% underutilization is a contentious issue on the Board Room floor. We had not looked at these schools in depth. We would like to open it up to public consultation at the start of the process.  ***What is the structure of the process, and how long is it?***  I’m trying to learn more and will get back to you  **PARC(Pupil Accommodation Review Committee) Process**  We will definitely be facilitating that. Several Trustees are willing to go beyond the ministry standards. | **\*\*\*ACTION:** Trustee Ford to confirm what the structure of the process is for directive #9, and how long the process is. To report back at the next meeting.  **\*\*\*ACTION:** Executive Superintendent Jim Spyropoulos to send link re: PARC process to PIAC members and report on it at the next meeting. |
|  | **Executive Superintendent Report (Jim Spyropoulos)** | **Recommendations**  Staff have been working on the plan, and went through iterations of plan to Trustees, and the plan was approved. The Director of Education has forwarded the plan to the MOE.  **School Calendar – 2015/2016**  We are required to get194 teaching days in for the year. Next year presents a unique situation to fit in instructional time as well as exams. We have the summer holidays, March Break, Christmas. One PD day will be scheduled the Thursday before Labour Day. This will be one less day which will effect grade reporting and parent teacher interviews.  **Follow Up re: Invitation to Karen Forbes**  It was noted in the minutes from the last meeting, that invitation was to be extended to Karen Forbes to do a presentation on the review of the NACI incident. Karen’s schedule did not allow for this. Karen did speak to PIAC Chairs. Members can expect her recommendations in March, and to be brought to the Board at that time.  **Delegations to PSSC**  A reminder that PIAC can delegate to Programs & School Services Committee (PSSC). The next PSSC meeting is scheduled for February 18th. PIAC members are encouraged to participate.  **Associate Director Retirements**  It’s unprecedented to be losing both of our Associate Directors; Gen Ling Chang who has a reputation as an International Education Leader at the end of March, and Lou Vavougios at the end of February. Lou has made significant contributions to the TDSB. The Director will be re-considering organization structures, and consider interim replacements and permanent positions. .  **\*\*\*MOTION:** Stephen T. moved, seconded by Saida S. to extend the meeting by 15 minutes. 14 in favour. Motion carried. |  |
|  | **PCEO Update(Michelle Munroe)** | **CAC Review Update**  The implementation of the review is ongoing. A slide deck is available for your purview that outlines the process to date.  **PCEO**  Michelle M. reported that the PCEO office is currently very busy with a number of staff trainings on Parent and Community Engagement across the system for school leaders; PD for K-2 Teachers and training for support staff on engaging parents. They are also rolling out the Winter/Spring Parent Engagement Workshops that includes topics such as running an effective school council & Financing post-secondary education. The office is also very busy booking interpreters for the number of events happening across the system.  **Turnover in PCEO**  Today is Linda Mendonca’s last meeting and thanked her for her support of PIAC. John Manalo will be the Committee Assistant for PIAC going forward. Vandana Bharti has also left the PCEO office to pursue other opportunities. Members are asked to forward any e-mails to Michelle until the new Committee Assistant John Manalo commences on March 02, 2015.  **Ward E-mail Accounts**  Michelle M. said she appreciates members’ patience regarding Ward E-mail Accounts. Members are asked to double –check the confirmation e-mail that Vandana sent to each member. If not, please e-mail Michelle to let her know. IT has created a video which will guide members on how to log in. There has been a spike in school councils using their e-mail accounts which is good news. Principals must activate the account. The moment the principal activates the account, IT gets a response, and the members will receive a message that asks them to review the video. Members are asked to get the word out to school councils. |  |
|  | **Working Group** **Updates**   * **Communication** * **Outreach** * **Budget** * **P/VP Update** * **Concussion** * **By-Laws** * **Curriculum & Library** * **Special Education** * **HPE Curriculum**   **Consultation**   * **Concussion Policy** | **Chair Appreciation Dinner (Wilmar K. /Sharon K.)**  Wilmar K. reported that an e-mail blast was sent from the PCEO office to School Councils, Trustees, etc. Wilmar reminded members that everyone needs to register (including PIAC members). Sharon K. informed members that once they register on-line, and the school gets filled, the school automatically disappears. Everything is set to go for the event. Three people have volunteered to help out at the event.  **Communications (Devon F/Wilmar K.)**  Members are asked to provide feedback for the PIAC website. There are still items that need to be added to the site including a list of PIAC members. Members are asked to provide the following: input for the newsletter: Ward event dates for a PIAC wide calendar. Members are also encouraged to get more involved with the production of the newsletter. Steve C. suggested that Communications Working Group send out a reminder to let members know when info for the newsletter is required.  **Outreach (Mirian T.)**  Had a meeting to go over the documents. Co-Chairs asked that Mirian co-ordinate directly with the working group lead.  **Budget (Tina C-K)**  Deferred to the next meeting. Wilmar did submit a budget and motion for an additional $5000 for the Chair Appreciation Dinner. He confirmed that he will rest the motion for now since it does not look like we will reach that number. Outreach will send a revised proposal as there have been some changes.  **P/VP (Eva R.)**  Interviews for the pool will be held on February 24th. We need to train more people to keep a good list available. Regarding directive #3, promotion of staff, D.Williams, Kate W., and Eva R. met with Coordinating Superintendent Ian Allison regarding School Statement of Needs (SSON) document and revisions required. Trustees are going to be involved in a consultation. Eva R. to provide a full report at the next meeting.  **Concussion Policy (Sharon K.)**  The Concussion Policy was re-routed back to PSSC on Feb 18th. A team of doctors will depute regarding the return to learn process, in order to have it defined better. Kate W. is also part of the Concussion Working Group.  **Curriculum and Library/Cultural Sensitivity (Saida.)**  Curriculum and Library/Cultural Sensitivity requests that minutes reflect motion. | **\*\*\*ACTION:** Working Group leads/co-leads are to copy the PIAC Co-chairs and [info@torontopiac.com](mailto:info@torontopiac.com) on all working group emails and correspondence.  **\*\*\*ACTION:** Eva R to report back to PIAC on any revisions to the SSON process. |
|  | Adjournment | \*\*\*Motion: Vivek R., seconded by Tina C-K moved to adjourn the meeting at 10:15pm. 10 in favour. Motion carried. |  |

FROM: TDSB Parent Involvement Advisory Committee (PIAC) – Email: [info@torontopiac.com](mailto:info@torontopiac.com)