

Parent Involvement Advisory Committee (PIAC)

5050 Yonge Street, Main Floor

Toronto, ON M2N 5N8

Committee: Parent Involvement Advisory Committee (PIAC)

Date/Time: Thursday, April 16 2015, 7 pm – 10 pm

Present: D. Williams (Co-Chair ); Sudershan Singh (Co-Chair); Trustee Sheila Carey-Meagher ; Vivek Rao (W1); Tina Chan Kim (W3); Michelle Minott (W4); Stephen Thiele (W6); Mirian Turcios (W6 Alt); Jess Hungate (W8); Ipek Kabatas-Wellington (W10); Darlene Giroux (W10 Alt); Rania Saleh (W11); Wilmar Kortleever (W13); Julie Dasoo (W13 Alt); Sarah Johnson (W15);Kate Wallis (W16);Susan Morgan (W15); Trixie Doyle (W17); Steve Chatzibasile (W18); Sharon Kerr (W21); Saida Sabrie (Somali Parents Liaison Coalition CLG); Towhid Noman (Toronto Bangladeshi CLG);

Teleconference: Sophia Ruddock (W9);

Guests: James Rycman

Regrets: Eva Rosentock (W12); Devon Forbes (W5); Aretha Phillip (W17 alt); Ali Mohamed (W1)

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

Recorder: Michelle Munroe (Co-ordinator)

MINUTES

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| # | Item | Lead/Discussion | Motion /  Recommendation |
|  | Welcome & Introductions | All members were welcomed and introductions done. |  |
|  | Approval of Quorum | Quorum was confirmed |  |
|  | Declaration of Actual, Perceived, or Potential Conflict of Interest | No conflicts declared. However, it was noted by a member that the former ward 19 representative was in conflict of membership. The member was advised that a conflict of interest must be a pecuniary one. The pecuniary interpretation of conflict of interest was challenged and restated as a personal member’s interest (pecuniary or otherwise) on issues being discussed. |  |
|  | Approval of Agenda | **\*\*\*Motion;** Steve C. to move item 15(budget up to #5)  Seconded: Stephen T.  Note: Ward 4 friendly amendment to the motion to add a motion to the agenda.  **Motion Carried** (In favour 13; Opposed 0; Abstained: 1) |  |
|  | PIAC Budget Report | PIACs budget was presented as follows:  Ministry allocation of $ 46, 892.00;  Catering $ 4,000; Subtotal (4,000)  Parent Conference: final costs $ 12, 266  Appreciation Event: $15,000 allocated; expenditures still outstanding Present cost is approximately $13, 200  Annual Planning Event: $20000(June 2015)  Net position:$5, 514 not been budgeted  The Outreach Working Group has submitted a request to the budget working group for equipment/supplies purchase. Therefore, funds are allocated to outreach in principle.  Question: Has surplus funds been allocated?  Answer: the outreach working groups request that all surplus funds be allocated to Outreach to support PIAC supplies/equipment was supported in principle.  **\*\*\*Motion**: Tina C. to approve the 2014/2015 budget for submission to TDSB budget department.  Seconded; Jess H.  **Motion Carried** (In favour:15;Opposed 1;Abstained 1)  Member questioned whether Tina C will receive information on unspent Board wide PROG funds and how those funds will be reallocated to parent engagement initiatives within the Board. | Tina will follow up with TDSB Budget services and follow up at the next meeting. |
|  | Approval of Minutes  March 10, 2015 | The minutes were amended as follows.   * Add Susan Morgan (W16) to attendees * Add James Rycman to Teleconference attendance * Add Rania Saleh (W11) to attendance * 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.   **\*\*Motion**: Jess H.; Second Wilmar K. Accept minutes as amended. **Motion Carried** (In favour 13; Opposed 0. Abstain 1) |  |
|  | Co-Chairs Report | Monthly Meetings with Director Quan   * PIAC Co chairs are having monthly meetings with the Director to enhance working relationships with Board. Meetings are held prior to each PIAC Meeting. * Priority agenda Item raised with the Director is the need for a dedicated full-time administrative support staff for PIAC. * SPLC requesting that SPLC be invited to all meeting attended by the Co-chairs. In light of the request members sought clarification as to the status of CLGs representation as an independent group on PIAC. It was clarified that all members have an equal status on the committee and CLGS do not have any special status.   TDSB Governance Consultation   * Co-chairs are developing a response for the consultation process. Members were informed that information will be shared with members in an e-mail and the PIAC newsletter. * Members noted that PIAC should be consulted prior to the co-chairs meetings with Director/Governance panel or any meetings on behalf of PIAC. Chair clarified that position relayed at these meetings, are reflective of the committee’s priorities and PIAC members are welcomed to provide input and feedback to the co-chairs. * Members highly recommended to chairs that PIAC receives information on the meetings (e.g. agenda, handouts etc.) thus enabling members to provide feedback. Suggestion that communication be forwarded to PIAC regarding the meeting date and soliciting feedback. * It was noted that Regulation 612 states that co-chair acts as spokesperson for the PIC when providing advice to the Board/Director. By voting and electing a chair, it is important that chairs be clear and transparent on all communications. * Do co-chairs attend PSSC? It was reported that Eva R. and Kate W. reviews PSSC agenda…to identify any issues relevant to PIAC. At the last PSSC meeting Kate W. on motion of PIAC reported on the Ministry consultation in regard to HPE. * It was noted again that PIAC needs a full time staff person to track all motions from PIAC and the Board on issues of relevance to PIAC.   Fix Our Schools   * Fix Our Schools has outlined position regarding governance as a funding issue not a governance issue. Co-chairs will be in contact with the panel and will be meeting with Barbara Hall, Chair of the panel to present PIACs views. * Co-chairs sent information in a newsletter and PIAC requests feedback and input. It is recommended that PIAC members respond to the survey/questions that will be circulated to all members and provide feedback on the questions/comments that will be shared with panel.   CLG Status   * It was clarified that CLGs are not outside of the scope of PIAC. PIAC by-laws acknowledge CLGs as a parent representative. Therefore, CLGs may vote and participate in all aspects of PIAC. |  |
|  | PIAC Roles/  Responsibilities | Chair reported that an email was shared with all members clarifying the roles/responsibilities of ward representatives as working to advance mandate of committee by:   * Attending ward council meetings and reporting back to PIAC. * Ensuring PIAC meeting items/issues are shared at ward meetings. * Participating on a minimum of one working group of PIAC. * Supporting PIAC events (e.g. planning; implementation). * Bringing forward ward issues/concerns/ recommendations to PIAC that could be relayed to the Board or the Director. |  |
|  | Conflict of Interest Declaration & Certification of Eligibility Motion | Stephen Thiele Motion (see handout)  Seconder: Saida S.  Stephen S. clarified that the intent of the motion is to put into effect PIAC by-law membership criteria. Particular as it relates to pecuniary interest.   * Section 4.1 of PIAC by-laws states members’ maybe employees, but must notify members of employment status. It is not unusual a request to have members sign off on membership status to clarify all membership status.   The following clarification was sought on the motion:   * Member expressed concern regarding the motion as it should have been processed via working group. Motion is very legal, therefore member require a legal interpretation of the motion. * A provincial guideline speaks of employee’s status…however motion speaks to all members. Motion is vague, illegal. * The declaration appears to be going beyond the regulations and PIAC by-laws as it is seeking information on compensation * Paragraph 2 requires a declaration to be made. Thus the document requests this information. It is a standard statutory procedure for a public committee. * Who would police this process? * Regulation states that the disclosure is at the discretion of member. * A friendly amendment that employee hour is identified. * Options: Friendly amendment to the declaration and Certification of Eligibility form that point 3(I receive compensation directly and indirectly from the TDSB and following be removed).   It was clarified that the motion does explore pecuniary compensation…however it can be amended if members are concerned. It was raised simply for transparency.  Staffs were asked for their view on the motion. Staffs supported the clarification of a tool/template for documenting and tracking the membership process  Following discussion members agreed to refer the motion to the By-laws and Membership Working Group for review and report back to PIAC. |  |
|  | Cultural Sensitivity/PIAC Assistant Election Motion | Saida S. clarified that Cultural Sensitivity Motion and PIAC Election Assistance is not a motion just an update from the Curriculum and Library Working group.   * Members requested clarification on the suggestion that they are not motions as both documents speak clearly to action items to be addressed/implemented by PIAC. It was clarified and confirmed that any initiative outlined in both documents cannot be acted upon without prior approval of PIAC. Working group lead was advised no item in either document should be acted upon without approval of PIAC. * It was clarified by the Membership Working group that there is no working group called Culture Sensitivity or PIAC Election Assistance therefore, name of motion should be changed to Curriculum. Member suggested that no motion was moved at the working group level thus not a valid motion for PIAC. Working group lead questioned the determination of the above committees and request that PIAC supports the events proposed. * Member sought clarification as to which members were present at the February curriculum meeting when information outlined was discussed/approved. No member responded. * The validity of the Culture sensitivity information piece was identified as important and relevant to the work/mandates of PIAC particularly as it relates to the Somali community. Therefore it was suggested that PIAC works with the Curriculum Working Group to apply for a PROG to address issue of cultural sensitivity and other areas identified by the WG. WG is to report to PIAC with recommendations for the PROG.   **\*\*\*Motion**: Steve C.; to strike the PROG committee;  Seconded Stephen T.  Motion Carried (In favour 11; Against: 0; Abstain:4)  Members of the PROG Working Group are Steve C, Saida S., D. W. and Sharon K. All members are welcomed.  **\*\*\*Motion**: Michelle M. that PIAC (communications WG) send out a welcome letter annually to all parents;  Seconded: Sharon K.  Discussion:   * A question was raised as to what is the budgetary impact? It was determined that there will be a budgetary impact thus a friendly amendment to the motion was proposed.   **Friendly amendment to the motion**: That a test e-communication run be sent out next year to school councils…and request that all school Principals receive an electronic version of the welcome for communication in August to share with all parents.   * It was recommended that a question be relayed to the Director at the next PIAC/Director meeting to how this communication can be supported by Director also that a costing be done. * Member questioned the PIAC poster and its distribution to schools to promote PIAC. Poster is a great tool all outreach will be helpful.   Friendly amendment to the Motion accepted  Motion carried (In favour 13; Opposed 0; abstain; 0)  Note: other three items deferred to the next meeting. |  |
|  | Membership Criteria Motion | Deferred to next meeting |  |
|  | Membership Process Motion | Deferred to By-laws Working Group. |  |
|  | Executive Superintendent Report | Procedure for the Election of Parent Representatives on the Parent Involvement Advisory Committee (PIAC)  The Board at its April meeting approved the following motion:   * “On motion of Trustee Laskin, as amended by Trustee Chen, the Planning and Priorities committee recommends that the PIAC propose a procedure for the election of parent representatives from each ward to the PIAC, that procedure to include the qualifications needed to stand for a position and the process by which representatives shall be elected or appointed, in accordance with the Ontario Regulation 612/00, School Councils and Parent Involvement Committees. * The former ward 19 member wanted in noted that the motion brought forth by the Trustee was beyond the scope of the trustees and not in the best interest of PIAC. Thus PIAC should bring a statement forward to the PSSC clarifying the statement. * Co- Chair D. Williams reported that she delegated to the Planning and Priorities Committee and got the motion re-worded. * It was noted that the present by-laws do not outline how Trustees elect PIAC members. Therefore the Working group should take this into consideration.   Governance Review   * Meetings are taking place across the city. Over 40 people at the first meeting. Same people are signed up for meetings. Update from Panel due in June/July.   Ward 19 Trustee Vacancy   * There is currently a Trustee vacancy due to failure of the Trustee to file account statements. The Board will determine steps for filling the vacancy, while trustee determines action plan. * The Trustee has filed intent. There has to be a fairly speedy process. The Board has 90 days to make a decision on appointment. If the Board determines a by-election the issue is turned over to the City. The cost of a by-election is $200,000. * The Trustee questioned whether PIAC members prefer a by-election or an appointment of by the Board? A preference for by-law elections was expressed due to the close vote during the elections.   **\*\*\*Motion**: James R. to extend meeting by 15 minutes.  Motion carried (all in favour).  Safe Schools Panel   * The 41 recommendations of the panel was received by the Board. Staff will take recommendations and develop action plan. Recommendations are available on the web site. |  |
|  | Trustee Report | No report |  |
|  | Working Group Update | Special Education   * Special thanks to the planning committee, all volunteers, Trustees. A special thanks to Margo Ratsep, Special Education, PCEO, the Ministry of Education and Director Quan for their support.   All working reports deferred to the next meeting. |  |
|  | Adjournment | \*\*\*Motion: Kate W. Meeting be adjourned  Second; Steve C.  Meeting adjourned at 10:15 p.m. |  |

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