

Name of Committee: Parent Involvement Advisory Committee

Meeting Date: Tuesday, January 21, 2025

A Parent Involvement Advisory Committee meeting convened via Zoom on Tuesday, January 21, 2025, from 7:10p.m. to 10:05 p.m. With Co-Chair Sarah Ali

Attendance:	Erin C. (W1), Nabil H(W1), Andrew W (W3), Johnson J (W4), Mercy C. (W6), Crystal S.(W6), Kaydeen Bankasingh (W8), Anshu G.(W8), Melanie Medeiros-Sims (W9), Janice Barnett (W11), Susan L. (W12), Nicole W(W12), Jenny G.(W14), M Saleem K (W14), Eden H. (W16), Tanya O. (W17), Seema M. (W18), Moosa A (W19), Prasanna J (W19) Chris L.(W20), Geetika B. (W20), Abdul A.(W21), Sarah A (PIAC Co-Chair)
Trustee:	Trustee Matias de DoVitiis,
Staff:	Elizabeth Addo, Exec Superintendent, Lisa Dilworth System Superintendent, Jack Nigro, Executive Superintendent Michelle Munroe, Central Coordinator, PCCEO
Guests	Trustee Hastings, Nicole Herbert
Regrets	Zena S (Co-Chair), Nadia J. (W22)
Absent:	Frances S. (W2), Gordon Harvey (W3), Tamasha G (W4), Alice R. (W7), Bruce Oyelowo (W10), Charles Z.(W11), Jun (Janet) Z. (W13), Shelley K(W16), Hasiba Anna E(W18), Towhid N. Toronto Bangladeshi CLG

ITEM	DISCUSSION	MOTION	RECOMMENDATION
Welcome & Introductions <ul style="list-style-type: none"> • Approval of Quorum • Land Acknowledgment Code of Conduct	<p>Quorum was confirmed by PIAC Membership WG. Janice B (W11) volunteered to co-chair the meeting alongside Chair Sarah A to assist in facilitating the meeting in the absence of Chair Zena S.</p> <p>The meeting began with the land acknowledgment and welcome</p> <p>Andrew W(W3) indicated that he is a candidate for the trustee vacancy in Ward 11.</p> <p>No other conflicts or changes in membership status were declared.</p> <p>Exec Superintendent Jack N indicated an item of new business in the agenda.</p> <p>The consent agenda and the December 17 minutes were approved.</p>	<p>Motion by Eden H(W16) to approve the Consent agenda and Minutes (December 17 PIAC General Meeting), seconded by Moosa A (W19). Motion was carried.</p>	
Meeting Administration <ul style="list-style-type: none"> • Conflict of interest • Change in Membership status. • Approval of Consent Agenda & Minutes - PIAC General Meeting December 17, 2024 			
Co-Chairs Update	<p>A written report was distributed to the committee and the following was highlighted:</p> <p>1. Meeting Participation and Code of Conduct PIAC members were reminded to adhere to the PIAC Code of Conduct, respectful communication and behavior during meetings.</p> <p>2. Engagement in PIAC Working Groups PIAC Members are encouraged to actively participate in working groups, as they are central to discussions and initiatives.</p> <p>3. PIAC Conference: "Ready. Set. Engage." The 18th Annual PIAC Conference, titled "Ready. Set. Engage: School Councils and Principals – Stronger Together," is scheduled for Saturday, February 1, 2025, from 1 PM to 5 PM at Woburn Collegiate Institute. This event aims to foster collaboration among school council members, TDSB staff, trustees, and PIAC members. Volunteers are</p>		

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	<p>essential to the conference's success; those interested in supporting the event are encouraged to contact the PIAC Special Events Working Group or the Co-Chairs.</p> <p>4. PIAC Post Newsletter PIAC Post Newsletter as distributed and PIAC members were encouraged to share the newsletter within their communities. For further details or assistance, contact info@torontopiac.com.</p> <p>5. Utilization of PIAC Google Drive All PIAC members are encouraged to use the PIAC Google Drive for accessing member resources and participating in working group activities.</p>		
<p>Trustee Report Trustee Matias deDovitiis</p>	<p>A written report was distributed to the committee and the following was highlighted:</p> <p>1. Appointment of New Director of Education The Board has appointed Clayton La Touche as the new Director of Education, effective February 10, 2025.</p> <p>2. TDSB Budget Process and Financial Challenges The Board is facing ongoing financial challenges due to decreased funding from the Ministry of Education, leading to structural deficits. The Board has been utilizing its reserves, which are now nearly depleted, necessitating difficult decisions to balance the budget. A dedicated webpage has been created to provide updates on the budget process and to encourage community participation.</p> <p>3. African Heritage Month Celebration The TDSB is celebrating African Heritage Month with a virtual lunch event scheduled for Tuesday, February 4th.</p>		
<p>Working Group (WG) Reports Operational Effectiveness Working Group</p>	<p>The Operational Effectiveness WG's subcommittee Bylaws subcommittee is actively engaged in a comprehensive review of the PIAC bylaws. Following an initial round of feedback, the focus is on revising specific articles to enhance clarity and</p>		

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	<p>support effective committee operations.</p> <p>Subcommittee meeting is scheduled for Thursday, January 23, at 7:30 PM. All members interested in contributing to the bylaw revisions are encouraged to participate.</p> <p>The five key areas for improvement:</p> <p>Onboarding and Training: Enhancing training on procedures and tools for new members.</p> <p>Collaboration: Fostering a respectful, team-oriented environment through effective conflict resolution strategies.</p> <p>Clear Communication: Improving clarity and transparency in emails and agendas.</p> <p>Process Refinement: Updating bylaws and procedures to ensure clarity and inclusivity.</p> <p>Leadership and Accountability: Ensuring fair decision-making processes and open feedback loops.</p> <p>PIAC Budget Budget discussions in March or April, post-event evaluations, to assess potential funding allocations for working group initiatives.</p>		
Strategic Planning WG	<p>On Saturday, January 18, 2025, the Strategic Planning Working Group (SPWG) held a session with active participation from representatives across 13 out of 22 wards, totaling 17 co-representatives, along with the two co-chairs and two PCCEO staff members</p> <p>The session concentrated on four strategic areas:</p> <ol style="list-style-type: none"> Establishing PIAC Representatives as Trusted Ward Sources Enhancing PIAC's System-Wide Visibility Supporting School Councils in Engagement and Advocacy 		

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	<p>4. Ensuring Clear Operational Effectiveness and Communication</p> <p>Key takeaways Identifying priorities, challenges, and solutions, as well as understanding major concerns affecting school councils and student success.</p> <p>Next steps Compiling the feedback into a strategic plan, selecting co-representative for the working group, and providing progress updates in upcoming PIAC meetings.</p> <p><i>PIAC participants expressed appreciation for the Strategic Planning session held on Saturday, January 18, 2025.</i></p>		
Membership WG	<p>A written report was distributed to the committee and the following was highlighted:</p> <p>The Membership WG is actively addressing the motion from the November 14, 2024, special meeting, which mandates the review and revision of election procedures for PIAC Co-representative positions. The goal is to ensure that elections are conducted in a manner consistent with Ontario Regulation 612, which governs Parent Involvement Committees and School Councils. This alignment aims to standardize election processes and enhance parent engagement.</p> <p>The following concerns regarding past election practices:</p> <ul style="list-style-type: none"> • Elections held on Professional Activity (PA) days, which may limit parent participation. • Short nomination periods, sometimes less than a week, restricting parents' ability to nominate themselves or participate in the election process. 		

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	<p>The WG plans to present a refined document outlining these procedures at an upcoming PIAC meeting for discussion and approval.</p> <p>Regarding current membership, PIAC comprises 34 of a possible 47 members. Efforts are ongoing to fill the remaining vacancies, with collaboration between the WG, PIAC co-chairs, and the Parent and Community Engagement Office (PCEO) to facilitate timely elections across all wards.</p>		
School Council Support WG	<p>A written report was distributed to the committee and the following was highlighted: PIAC Ont. budget feedback https://docs.google.com/document/d/10jrbx6DKNo_zHMLibJaA6PnkFE5nnb207hg_mq9VH4g/edit?tab=t.0</p> <p>The School Council Support Working Group has proposed that the Parent Involvement Advisory Committee (PIAC) provide feedback for the 2025-2026 Ontario Budget Consultation. The draft feedback emphasizes the critical importance of education funding, highlighting that Ontario ranks in the lower half of Canadian provinces in terms of per-student funding. It underscores the need to address current funding gaps that affect student achievement, mental health, and well-being. The submission references the 2017 recommendation by the Ontario Auditor General to revise the provincial funding formula to better meet student needs, accounting for real costs and inflation. Specific areas of concern include:</p> <ul style="list-style-type: none"> • Providing safe and modern learning environments. • Offering appropriate special education supports. • Ensuring access to up-to-date technology for all students. 	<p>The recommendation on behalf of PIAC by Melanie M (W9) seconded by Moosa A (W19) and the motion was carried without objections.</p>	

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	<ul style="list-style-type: none"> Increasing professional support services staff, such as psychologists, social workers, and child and youth workers, to reduce wait times and support marginalized communities and newcomers. <p>The feedback aligns with the Toronto District School Board (TDSB) Board of Trustees' submission, particularly emphasizing the necessity for mental health supports. The Working Group recommends that the PIAC co-chairs send this letter on behalf of the committee.</p> <p>Discussion This initiative reflects PIAC's commitment to advocating for adequate educational funding and underscores the importance of parent and caregiver involvement in shaping policies that impact student success.</p> <p>The committee agreed to revise the number of TDSB schools mentioned in their report from "nearly 600" to the accurate figure of 579, as clarified by the TDSB staff.</p> <p>Amendment of ward outreach funding parameters https://docs.google.com/document/d/12Gg9D8T_1l33XJlICU51FQ96xD_cb63Ky6Sba2CLDrE/edit?tab=t.0</p> <p>Discussion A motion was introduced to allocate \$500 per ward for outreach activities, with an amendment to include childcare expenses as eligible costs. This aims to make events more accessible to parents and caregivers. Reps must submit an expression of interest form by March 31, 2025, and hold events by May 15, 2025. Any unused funds will be reallocated by the Operational Effectiveness WG.</p>	<p>The amended motion was proposed by Melamie M(W9), seconded by Kaydeen B(W8). with no further amendments the motion was carried.</p>	

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	<p>The committee discussed an amendment to include childcare expenses in the \$500 ward outreach funding allocation.</p> <p>The funding procedures and reimbursements were still being finalized and that a session would be held to help members navigate these processes.</p> <p>Members to submit their expressions of interest and attend the upcoming information session to clarify event planning, budgeting, and reimbursement procedures.</p> <p>Partnering with trustees for outreach events.</p> <p>School Lunchbox https://docs.google.com/document/d/125wX5I6aUit2cBGwMTG9gmzGqexfn5UI/edit</p> <p><u>Motions to the TDSB</u></p> <ol style="list-style-type: none"> 1. TDSB direct the Director of Education to review LunchBox module provided by KEV Group and determine if there is good value for money when compared to providing payment for Lunch Program through SchoolCashOnline module also provide by KEV Group and report by back by providing a staff report to PIAC for consideration. 2. TDSB direct the Director of Education to ensure that School Councils are provided with clear information on the benefits and costs of using LunchBox module in comparison with SchoolCashOnline so that School Councils can make an informed decision about their Lunch Program payment method. 3. TDSB direct the Director of Education to ensure that where school staff have taken over the administration of a Lunch Program at a school and the corresponding fundraising, that the School Council determine what the fundraised funds will be spent on prior to the beginning of the Lunch Program and fundraising each year 	<p>The motion/recommendations to the Board was proposed by Melanie M(W9), seconded by Eden H (W16) and Andrew W(W3).The motion was carried.</p>	

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	<p>and that it be clearly communicated to parents and caregivers at the school.</p> <p><u>Recommendations to the Director of Education</u></p> <p>4. Director of Education review LunchBox module provided by KEV Group and determine if there is good value for money when compared to providing payment for Lunch Program through SchoolCashOnline module also provided by KEV Group and report by back by providing a staff report to PIAC for consideration.</p> <p>5. Director of Education to ensure that School Councils are provided with clear information on the benefits and costs of using LunchBox module in comparison with SchoolCashOnline so that School Councils can make an informed decision about their Lunch Program payment method.</p> <p>6. Director of Education to ensure that where school staff have taken over the administration of a Lunch Program at a school and the corresponding fundraising, that the School Council determine what the fundraised funds will be spent on prior to the</p> <p>Discussion</p> <p>It was noted that schools may experience fundraising losses when using Lunchbox instead of School Cash Online. This concern was discussed in the December Executive meeting and revisited at the last School Council Support Working Group meeting, where members agreed to bring it forward as a motion.</p> <p>Motion against board suspension of School Council operations</p> <p>Whereas, pursuant to the Education Act, Ontario Regulation 612/00 (O. Reg. 612/00), "The purpose of a parent involvement committee is to support,</p>	<p>The motion/recommendations to the</p>	

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	<p>encourage and enhance parent engagement at the board level in order to improve student achievement and well-being. O. Reg. 330/10, s. 6.” by supporting school councils of the schools of the board;</p> <p>Whereas the Ontario Education Act requires school boards to “establish a school council for each school operated by the board”;</p> <p>Whereas Ontario Regulation 612 states a purpose of School Councils is to “enhance the accountability of the education system to parents.” O. Reg. 612/00, s. 2 (1).;</p> <p>Whereas suspending a School Council is in conflict with its responsibility to hold the education system accountable.</p> <p>Whereas Ontario Regulation 612 does not describe a process for school boards to suspend School Council operations.</p> <p>Therefore, be it resolved that PIAC recommend the following:</p> <ol style="list-style-type: none"> 1. The Director of Education and Board of Trustees confirm that TDSB staff have no authority under Regulation 612 to disband or suspend School Council operations. 2. TDSB consults with the Ministry of Education on the appropriate process of if/when School Council operations may be suspended by a school board. 3. If the Ministry of Education indicates that a School Council can be disbanded or suspended by a school board, then the TDSB put in place a third-party arbitrator to make that recommendation to a committee of Trustees to approve such an action. 	<p>Board was proposed by Melanie M(W9), seconded by Andrew W(W3). The motion was carried.</p>	

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	<p>Discussion:</p> <p>The circumstances that might justify staff suspending a school council.</p> <p>TDSB staff clarified that while there is no formal language or policy for disbanding councils, there may be scenarios where councils face operational challenges, conflict resolution failures, or breaches of board policies that might require intervention. Staff emphasized that schools are encouraged to have bylaws outlining conflict resolution processes.</p> <p>The motion aims to prevent staff from unilaterally suspending councils, which could undermine accountability and discourage parent engagement. Advocated for a transparent process involving the Ministry of Education and trustee oversight. Concerns about equity and the risk of principals or superintendents acting as sole mediators in conflicts, especially when they might be part of the issue.</p> <p>The motion aimed to formalize procedures and ensure parent councils maintain their role in holding the education system accountable.</p>		
Special Events WG	<p>Special Events Working Group:</p> <p>The Special Events Working Group provided an update on their upcoming event scheduled for February 1st.</p> <p>Key Updates:</p> <ul style="list-style-type: none"> • Co-lead Nadia J(W22) is currently on temporary leave, leaving Tanya O(W17) to lead the event. • The RSVP deadline was extended to Friday at 5 PM, leading to an increase in responses. • Registration for child minding and transportation has closed for planning purposes. Event Timing 		

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	<p>Correction: The invitation originally listed a 1 PM start time, but registration opens at noon. This correction was communicated in the updated invitations.</p> <ul style="list-style-type: none"> • Attendance Numbers: Approximately 222 attendees have RSVP'd, with 25 children signed up for child minding and 14 transportation requests. • Catering: Approved but pending final decisions to accommodate dietary needs. The menu and vendor are not yet finalized. • Child Minding: A quotation has been received and is in the process of being finalized. • Workshops and Presenters: The event features three workshop options per session (two sessions total) and an open panel discussion at the end. However, the group is short by three principals needed to support the sessions. This shortage is attributed to the event coinciding with report card deadlines, which limits principals' availability. • Invitation Scope: Initially, invitations targeted school council chairs, but the scope was broadened to allow up to three guests per invitation, which could include co-chairs, treasurers, secretaries, or other engaged parents. Principals can invite parents from their school communities if no formal school council exists. • Budget: The event is well within budget. <p>The WG emphasized the importance of finding more presenters and encouraged PIAC reps to share the invitation widely to ensure strong attendance and participation.</p> <p>**Motion to extend the meeting by 20 minutes by Moosa A(W19) seconded by Anshu G (W8)</p>		

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Communication WG	<p>A written report was distributed to the committee and the following was highlighted:</p> <p>Board-Wide Communication Channels:</p> <ul style="list-style-type: none"> The WG inquired about additional board-wide platforms for PIAC to access to disseminate information beyond TDSB Connects and the Trustee Newsletter. Staff confirmed that TDSB Connects remains the primary platform for parent outreach. PIAC can submit content through the PIAC co-chairs for inclusion in these communications as a one-liner linking to the PIAC website. <p>Business Cards:</p> <ul style="list-style-type: none"> The group presented revisions to the PIAC business card design, including: The PIAC logo, rep's name, ward number, TDSB email address, and a QR code linking to the PIAC website on the front. The back of the card allows for customization of the email address—either a TDSB email, a PIAC-specific Gmail, or a personal email (with privacy risks acknowledged). <p>Discussion</p> <ul style="list-style-type: none"> Security concerns about sharing personal phone numbers, noting that this could pose risks and complicate the printing process. PIAC's communications are intended to go through centralized channels (general phone numbers/emails), rather than individual reps' contact information, as per PIAC policies. The discussion concluded with a plan to revisit this topic in the next Communications Working Group meeting. 		

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	<ul style="list-style-type: none"> Further discussions on best practices for PIAC communications are scheduled for the next working group meeting. 		
Consultations Working Group	<p>The Consultations Working Group presented two key recommendations to the Toronto District School Board (TDSB):</p> <p><u>Parents/Caregivers Being Able to Coach School Sport Teams Without Teacher Involvement Where No Teacher Has Expressed Interest</u></p> <p><u>Recommendation to TDSB</u></p> <p>1. Director of Education review policy, procedures and practices that are preventing parents/caregivers from engaging in coaching activities to support sports at their children's school. It is PIAC's understanding that current TDSB policy is that if a TDSB staff member does not agree to coach a particular sport at a school, even when students want to participate in that sport team then the sport team is cancelled. PIAC recommends given coaching is not part of teachers Collective Agreement requirements and that many other organizations across Toronto allow for opportunities for parents/caregivers to coach teams where appropriate vulnerable sector checks and coaching training occurs without the requirement of a teacher being involved coaching the sports team to ensure equitable and maximal access.</p> <p><u>Recommendations to Director of Education</u></p> <p>2. Director of Education review policy, procedures and practices that are preventing parents/caregivers from engaging in coaching activities to support sports at their children's school. It is PIAC's understanding that current TDSB policy is that if a teacher does not agree to</p>	<p>The recommendation to the Board was proposed by Susan L(W12), seconded by Andrew W(W3).</p>	

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	<p>coach a particular sport at a school, even when students want to participate in that sport team then the sport team is cancelled. PIAC recommends given coaching is not part of teachers Collective Agreement requirements and that many other organizations across Toronto allow for opportunities for parents/caregivers to coach teams where appropriate vulnerable sector checks and coaching training occurs without the requirement of a teacher being involved coaching the sports team to ensure equitable and maximal access.</p> <p>3. Director of Education to report back in writing on their position concerning recommendation 2, and any progress made at the last PIAC meeting prior to the end of April 2024.</p> <p>**Motion to extend the meeting by 10 minutes by Azeem M (W21) seconded by Johnson (W4).</p> <p>Discussion The recommendation was discussed in detail, with considerations about the implications for teachers' collective agreements, the necessity of having TDSB staff present during coaching activities, and the potential benefits of increased parental involvement in school sports.</p> <p>The motion was amended to clarify that the involvement of parents as coaches would be contingent upon appropriate training and background checks.</p> <p>The recommendation was amended as follows.</p> <p>1. Director of Education review policy, procedures and practices that are preventing parents/caregivers from engaging in coaching</p>	<p>The recommendation as amended to the Board was proposed by Susan L(W12), seconded by Andrew W(W3). The motion was carried.</p>	

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	<p>activities to support sports at their children's school. It is PIAC's understanding that current TDSB policy is that if a TDSB staff member does not agree to coach a particular sport at a school, even when students want to participate in that sport team then the sport team is cancelled. PIAC recommends given coaching is a volunteer position (and that many other organizations across Toronto allow for opportunities for parents/caregivers to coach teams) where appropriate receive vulnerable sector checks, coaching training and receiving TDESSA Certification be allowed to coach without the requirement of a TDSB staff being involved coaching the sports team to ensure equitable and maximal access.</p> <p>2. Director of Education to report back in writing on their position concerning recommendation 1, and any progress made at the last PIAC meeting prior to the end of April 2024.</p> <p><u>TDSB Supporting Parent Engagement and Democracy</u></p> <p><u>Recommendation to TDSB</u></p> <p>1. TDSB direct the Director of Education to communicate with parents/caregivers of the TDSB who are a resident in TDSB Ward 11 that there is a by-election for the Ward 11 Trustee:</p> <ul style="list-style-type: none"> Reminders (minimum of 4 separate emails including a reminder on election day) of the election including information on who can vote, how to vote including mail-in option, advance polling days and voting day, and who are the candidates (link to 2025 TDSB Ward 11 By-Election: Voter Information – City of Toronto). In the event that it is not technically possible to filter for parents/caregiver that live in the Ward 11, that the communication go out to all 		

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	<p>parents/caregivers of the TDSB with clear language providing geography of Ward 11 and where to confirm if they are eligible to vote with the information request in Recommendation 5 (link to 2025 TDSB Ward 11 By-Election: Voter Information – City of Toronto).</p> <p><u>Recommendations to Director of Education</u></p> <ol style="list-style-type: none"> 2. Director of Education to communicates with parents/caregivers of the TDSB who are a resident in TDSB Ward 11 that there is a by-election for the Ward 11 Trustee: <ul style="list-style-type: none"> . Reminders (minimum of 4 separate emails including a reminder on election day) of the election including information on who can vote, how to vote including mail-in option, advance polling days and voting day, and who are the candidates (link to 2025 TDSB Ward 11 By-Election: Voter Information – City of Toronto). . In the event that it is not technically possible to filter for parents/caregivers that live in the Ward 11, that the communication go out to all parents/caregivers of the TDSB with clear language providing geography of Ward 11 and where to confirm if they are eligible to vote with the information request in Recommendation 5 (link to 2025 TDSB Ward 11 By-Election: Voter Information – City of Toronto). 3. Director of Education to report back in writing on their position concerning recommendation 5, and any progress made at the last PIAC meeting prior to the end of February 2025. <p>Discussion</p> <p>The committee discussed a recommendation to enhance parent engagement by informing the community about the upcoming Ward 11 by-election. The proposal suggested that the Toronto District School Board (TDSB) utilize its</p>		

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	<p>communication channels to notify parents of the by-election and provide a link to the City of Toronto's website listing all candidates. The intent was to raise awareness about trustee elections and encourage greater parent participation in the voting process.</p> <p>Concerns were raised regarding a potential conflict of interest, as PIAC member Andrew W is a candidate in the Ward 11 by-election. Questions emerged about his involvement in drafting the motion and whether this could be perceived as PIAC endorsing his candidacy.</p> <p>Andrew clarified that while he assisted with the wording of the motion, the idea originated from the Consultations WG and was not intended to favor any specific candidate.</p> <p>TDSB had already been communicating information about the by-election to parents. Some members suggested that formalizing this communication through a PIAC motion might create a perception of bias, especially given Andrew's candidacy. It was proposed that PIAC could informally request TDSB staff to continue their efforts without passing an official motion, thereby avoiding any potential conflicts of interest.</p> <p>Ward 1, 8 & 9 requested for a roll call vote to determine whether to proceed with the motion.</p> <p>However, due to a lack of quorum, voting was not completed.</p> <p>The meeting was adjourned due to a lack of quorum.</p>		

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Staff Report			
PCCEO Update PR 505 (Parent Concern Protocol)	The slides will be shared with the committee.		
Ward Updates			
New Business			
Adjournment	The meeting was adjourned at 10: 05 pm due to a lack of quorum.		