



**Parent Involvement Advisory Committee
Minutes**

November 07, 2012
Time: 7:00 p.m. – 9:00 p.m.

Present:
Vivek Rao (ward 1); Virginia Ludy (ward 2); Laurie Green (ward 3); Tina Chan Kim (ward 3); Norman Perry (ward 4); Ricardo Francis (ward 6); Dagmar Grasser (ward 8); Jerako Biaje (ward 10, co-chair); Allen Schacht (ward 11); Eva Rosenstock (ward 12, co-chair); Diane Enhorning (ward 13); Kainani Dana (ward 14); John Trafananko (ward 15); Gary Lochhead (ward 17); Steve Chatzibasile (ward 18); Sudershan Singh (ward 20); Sharon Kerr (ward 21); Saida Sabrie (SPLC); Mirian Turcios (SSEN); Samy Ramachandran (TPA)

Chris Glover (Trustee Co-Chair)
Jim Spyropoulos (TDSB, Coordinating Superintendent); Michelle Munroe (TDSB, PCIO Central Coordinator); Cathy McCulloch (PIAC Coordinator)

Presenters, Guests and Observers:
Craig Snider (TDSB, Comptroller Budget, Revenue and Financial Planning); Kouros Houshmand (Student Trustee); Said Ali

Regrets:

Recorder: John Manalo (Committee Assistant)

Item	Information/Discussion	Action/Recommendation
1. Welcome	Meeting called to order @ 7:00 PM. All members and guests were welcomed.	
2. Approval of Quorum	Vivek Rao confirmed quorum for the Chair. Approved by consensus.	
3. Approval of Agenda	The agenda was approved with the following amendments: <ul style="list-style-type: none"> Add new items of Technology Committee (John T), selection of group leaders as part of item 13. Moved by Gary L, Second by John; Motion carried.	
4. Approval of September/October minutes	The minutes of September and October 2012 was approved with the following	

Item	Information/Discussion	Action/Recommendation
	<p>amendments:</p> <ul style="list-style-type: none"> • Declare Ward 15 alternate as absent from the minutes of September and October 2012. Motion by Gary L. 2nd by Sude S. Motion carried. • A motion was tabled to “allocate \$12,000 for the Annual School Council Event. Moved by Virginia L; Second by Sude S. Motion Carried. 	
<p>5. Budget Presentation Craig Snider, Comptroller</p>	<ul style="list-style-type: none"> • PIAC was informed administration had determined that PIAC would not be allowed to carry forward their 2011/2012 unspent allocation. Funds were to be used for that year only: Unused funds were put to the general balancing of the TDSB budget as a stated in the Grants for Student Needs (GSN) Terms and Conditions. • Members expressed concerned around the late notification and the communication break down between TDS and PIAC. Members expressed that the funds have been clearly allocated for events in the fall and winter, particularly to support the annual parent conference, special education conference and the school council chair annual event. <p>Motion: Any carry-over funds (\$67, 847.00) should be immediately reinstated to PIAC along with the 2012/2013 allocation of \$45,000.TDSB should respond promptly with a decision to Eva Rosenstock, Co-chair by Nov 16, 2012. If the TDSB wishes, in the future to not permit PIAC to carry funds forward, PIAC must be notified in writing prior to the end of the fiscal year.</p> <p>Moved by Virginia; Seconded by Gary L; Motion carried unanimously by PIAC members.</p> <p>Members were informed that if the response from the TDSB is unsatisfactory, PIAC can appeal the motion to the Trustees.</p> <p>Motion to close the discussion was unanimously accepted by PIAC members.</p>	<p>Craig will work with a member of the budget subcommittee (Eva R.) to work out the details</p> <p>Eva R will contact the Ministry of Education to find out if there are any guidelines for reallocating surplus funds.</p>
<p>6. Superintendent’s Report</p>		

Item	Information/Discussion	Action/Recommendation
	Item deferred.	
7. Parent & Community Involvement Office Report Michelle Munroe	<p><u>Purchasing and Distribution Department Request</u></p> <ul style="list-style-type: none"> The Purchasing and Distribution department is seeking 2-4 volunteers from PIAC to participate on an ad hoc working to assist in reviewing the draft Request For Proposal for the school calendar . The process will entail a mandatory kick-off meeting to discuss the process, goals, guidelines & rules, and get input on what is liked and not liked currently, new ideas/features etc. to start building into the <p><u>Former TDSB Advertising Working Group Request</u></p> <ul style="list-style-type: none"> Former advertising working group of the board would like to be on PIAC’s December agenda. 	<p>Sharron K. and John T. will represent PIAC on the purchasing work group.</p> <p>PIAC Co-Chairs will follow up Susan Wakutz as to the feasibility of presenting at the Decembers meeting.</p>
8. School Council Chair Event Update	Item deferred.	Education to continue at the next meeting
9. Principal/Vice-Principal Promotion, Transfer & Placement Update	Item deferred.	Education to continue at the next meeting
10. Special Education Working Group Update	Item deferred.	Education to continue at the next meeting
11. Outreach / School Council 411	Item deferred.	Education to continue at the next meeting
12. Coordinator Position (in-camera)	Members met in-camera	
13. PIAC 2012/2013 Work Plan	<p>A motion was tabled to approve the 2012/2012 work plan. Moved by John T.; Second by Gary L. No discussion. All in favour; Motion carried.</p> <p>Motion was tabled to “add a Technology work group to the PIAC work groups plan. Moved by John T; Second by: all in favour;</p>	<p>Sign up for working groups should be sent to Eva R.</p> <p>The groups will decide who the executive leads are by email.</p>

Item	Information/Discussion	Action/Recommendation
	<p>Motion carried.</p> <ul style="list-style-type: none"> • Co-chair informed all members that the work group list is still being circulated and encouraged all members to sign up for a working group. • It was recommended that all working groups meet outside of the PIAC meeting to identify their leads/co-leads and report names to the PIAC Co-chairs. 	
14. Annual Report	<p>Eva Rosenstock:</p> <p>A motion was tabled to accept the annual 2011/2012 report. The report will be forwarded to Trustees and made available to school councils and the public via TDSB and PIAC website. It will also be circulated to the school councils via Superintendents and PCIO.</p> <p>Moved by Virginia, Second by John T. all in favour; Motion carried.</p>	
15. Adjournment	<p>A motion was tabled to “move the rest of the items to the next meeting agenda. Moved by John T. ; seconded by Virginia L. all in favour; Motion carried.</p> <p>A motion was tabled to “adjourn meeting at 9:10 PM ; Moved by Virginia L; Seconded by John T; all in favour; Motion carried.</p>	

**Parent Involvement Advisory Committee
Draft Minutes
In-Camera Discussion**

**November 07, 2012
Time: 7:00 p.m. – 9:00 p.m. PIAC Meeting**

Agenda item #12. PIAC Coordinator Position (in-camera)

NOTE: Steve is present at the meeting through phone to ensure quorum.

The co-chairs provided the following update on the PIAC Coordinators position:

- The coordinator is paid from the PIAC budget. Prior to August 2012, the position was paid through the PCIO budget, but the budget was cut and is no longer available to pay for the contract fee. PIAC is now covering the cost at 2500\$ per month total annual salary of \$17500
- At the last PIAC meeting members agreed to extend her contract to November 2012.
- Contractual agreement activities/projects is available in the package for review
- The contract will end in November 2012 and PIAC needs to determine whether to:
 - a) extend her contract until June 2012,
 - b) look for another coordinator through RFQ (request for quote) or
 - c) choose not to have a coordinator where the job will be carried over to another member.

Motion:

A motion was tabled to “extend the coordinator contract until June 30, 2012 subject to funding.

Moved by Virginia; seconded by Allan; One abstention.

Motion carried.