



**Parent Involvement Advisory Committee (PIAC)
Minutes**

February 12, 2013
Time: 7:00 p.m. – 9:00 p.m.

Present: Eva Rosenstock (Co-Chair, Ward 12); Jerako Biaje-Wendt (Co-Chair, Ward 10); Vivek Rao (Ward 1); Virginia Ludy (Ward 2); Laurie Green(Ward 3); Tina Chan Kim (Ward 3); Norman Perry (Ward 4); Devon Forbes (Ward 5); Suban Abdullahi (Ward 5; Ricardo Francis(Ward 6); Jane Withey (Ward 7);Dagmar Grasser(Ward 8); Allen Schacht (Ward 11); Diane Enhorning (Ward 13); John Trafananko(Ward 15); Gary Lochhead (Ward 17); James Rycman (Ward 19); Sudershan Singh (Ward 20); Hilary Wollis (Ward 22); Saida Sabrie (SPLC); Samy Ramachandran (Canada Tamil Parents Association); Mirian Turcios (SSEN); Jim Spyropoulos (TDSB, Coordinating Superintendent); Trustee Chris Glover; Michelle Munroe (TDSB, PCIO Central Coordinator); Cathy McCulloch (PIAC Co-ordinator); Trustee Sam Sotiropoulos (Ward 20)

Regrets: Trustee Howard Kaplan

Tele-conference: Kainani Dana (Ward 14)

Observers: Peter Holleley(Parent)

Presenters: Nada Silva (Sr. Security Analyst, TDSB); Ted Libera (TDSB Staff – Security)

Recorder: Linda Mendonca (Committee Assistant)

Item	Information/Discussion	Action/Recommendation
1. Welcome & Introductions (Co-Chairs)	Jerako called the meeting to order @ 7:13 PM. All members and guests were welcomed. Suban Abdullahi (Ward 5) and Devon Forbes (Ward 5) were welcomed to the meeting. Ted Libera (Security, TDSB), and Nada Silva (Sr. Security Analyst, TDSB) were welcomed to the meeting as presenters. Jerako congratulated Trustee Glover, for his assignment as Trustee Representative to PIAC again.	
2. Approval of Quorum(Co-Chairs)	Vivek confirmed quorum for the Committee. Approved by consensus.	
3. Approval of Agenda (Co-Chairs)	The agenda was reviewed and approved, with the following amendments: <ul style="list-style-type: none"> ▪ Add: Ted Libera as Item #5, shift other items down ▪ Add: Under Item #8: “TDSB Committee Report” – TDSB School Year Calendar (Diane Enhorning) 	<ul style="list-style-type: none"> ▪ Linda will revise the agenda and post it on the website.

Item	Information/Discussion	Action/Recommendation
	<ul style="list-style-type: none"> ▪ Add: Under Item #12: “Co-Chair Report” <p>*Motion to approve the agenda with the above amendments moved by Gary, seconded by John, all in favor, motion carried.</p>	
<p>4. Approval of December 6th & January 16th Minutes (Co-Chairs)</p>	<p>The following minutes were approved by consensus with the following amendments and clarifications as requested.</p> <p>December 6th Minutes:</p> <ul style="list-style-type: none"> ▪ Item #4 – change wording of action item, to read as follows: “<i>Michelle to forward “outcome of in-camera minutes”.</i>” ▪ Item #9 - as per Hilary’s comment and request for changes regarding the motion to have a PIAC representative participate on the Facilities Standing Committee: 4 members voted against this motion, motion carried. <p>January 16th Minutes:</p> <ul style="list-style-type: none"> ▪ Item #10 – Hilary requested that the wording under “New Business” be changed to reflect that she was only making a comment, and not a request regarding Trustees speaking at PIAC meetings. 	<ul style="list-style-type: none"> ▪ Linda will revise the minutes and post them on the website.
<p>5. TDSB Security Presentation(Ted Libera, Central Co-ordinating Principal, Caring and Safe Schools)</p>	<p>Ted Libera, shared that his professional background was as a school principal, presented to PIAC regarding security measures in place in schools, and spoke about the ministry funding that was provided for the Safe Welcome Program, which will provide Secure Front Door Access Systems for schools that do not have a security system in place. Approximately 70% of Elementary Schools have secure front door access. The remaining 135 schools were asked to make an application to this program, no later than February 12, 2013, and return it to Ted, with a copy to their Superintendent. The ministry will provide \$3100 per elementary school that makes an application. Ted shared that the following 3 options for Secure Front Door Access are available for schools. Funding request for approximately 130 schools.</p> <p>Option A – Speak & Release (includes buzzer and intercom only) – most simple system – allows schools to lock their doors during the day, and to speak with the person at the front door prior to allowing them access approximate cost is \$3100.</p> <p>Option B – Speak, View, & Release (includes buzzer, intercom, camera & monitor) – allows office staff to view and speak with the person before letting them in. Approximate cost TBC, approximately \$5,000.00.</p> <p>Option C – Speak, View, Record, and Release (buzzer, intercom, camera, and monitor) – this system is connected to a Central Network Video Recorder, footage from the front door camera can be stored and viewed. Approximate cost is \$10,000.</p>	<ul style="list-style-type: none"> ▪ Members to send Cathy questions regarding presentation. ▪ Cathy to compile list and send to Ted.

Item	Information/Discussion	Action/Recommendation
	<p>Ministry funding will cover Option A. If schools choose in consultation with their communities to opt for Option B, or C, they must look for alternative funding resources.</p> <p>Members asked the following questions: <i>Q: What happens at schools where security systems are at the back, not accessible to the street. Changing entrance doors can be problematic.</i></p> <p><i>A: Through funding, only one system can be installed. Schools will have to decide which door is used most.</i></p> <p><i>Q: Some elementary schools is there a word missing here?), the requires a person to attend to the front door, this system requires a staff person which these days we don't have due to lack of staffing, how do we provide someone to monitor the doors?</i></p> <p><i>A: Older systems won't have this access. Newer systems have one-touch systems.</i></p> <p><i>Q: The MVR system can take photographs. Will the system be able to delete photos that will not be used?</i></p> <p><i>A: The system does not allow for deletion of photos.</i></p> <p>Ted also said that the Caring and Safe Schools are measuring up the options which best meet the needs of the school. Making recommendations is another aspect to his job. Ted also educates staff on lock down procedures; he also meets regularly with the police.</p> <p>If members have further questions, they have been asked to forward all questions to Cathy McCulloch at info@torontopiac.com. Cathy will compile a list and send to Ted for responses.</p>	
<p>6. Budget Update (Tina Chan Kim)</p>	<p>Tina provided a comparison of last year's budget and reminded everyone that they must submit their budget requests in order to use up the funding allocated to PIAC for 2012/2013 by August. If the funds are not used, PIAC will be in the position of a surplus, and TDSB will claw back any unused funds. With the previous year's carryover, and this year's allocation, PIAC had a total of \$113,000. Michelle confirmed that the Parent Conference total to date is \$11,225. \$20,000 was projected for the conference, however, not all journal entries have been posted for all expenses.</p> <p>After covering costs for the following items, Eva estimated that there is approximately \$13,000 in unused funds some of which would be used for general costs such as catering, printing etc.</p>	<ul style="list-style-type: none"> ▪ Michelle will make a request for a monthly statement for PIAC.

Item	Information/Discussion	Action/Recommendation
	<p>Tina requested a monthly statement of the budget to reflect income and expenditures, so that the committee can make budget decisions appropriately. Tina made two attempts to contact Craig Snider, he responded to Michelle on the day of the meeting. Tina has received three budget requests, 2 from Saida and 1 from Mirian.</p>	
<p>7. PIAC & School Council E-mail Account(Nada Silva, Senior. Security Analyst, TDSB)</p>	<p>Nada provided a tutorial on the Process for PIAC members to get access to TDSB resources. She provided everyone with the instructions required to do the following:</p> <ol style="list-style-type: none"> 1. Email Access TDSB PIAC Shared Mailbox from Home <ul style="list-style-type: none"> ▪ Shared e-mail box per Ward, will only have access to your Ward account (i.e. PIAC Ward 1) ▪ Each School Council will have an account. ▪ Must accept Password Policy ▪ PCIO or School will send temporary password; have to change password first, expires every 42 days ▪ Mytdsb.on.ca. 2. Connecting to the TDSB WiFi Network <ul style="list-style-type: none"> ▪ members will be able to bring their own devices and connect. 3. Accessing the Parent & Community Involvement Collaboration Site <ul style="list-style-type: none"> ▪ members will be to share info, features, calendars, document libraries, chat, etc. <p>Jerako asked for a motion to accept this report. Motion made by John, seconded by James. Motion carried.</p>	
<p>8. PCIO Update</p> <ul style="list-style-type: none"> ▪ Community Advisory Review (PCIO) ▪ Community Engagement Procedure Update (PCIO) ▪ TDSB Committee Report – TDSB School Year Calendar (Diane Enhorning) 	<p>PCIO Update</p> <p>Michelle provided some housekeeping updates as follows:</p> <ol style="list-style-type: none"> 1.) Parking – is reserved underground at Beecroft. Custodians have been asked to put the gates up at 5pm. 2.) Mileage –No PIAC member should have to pay for mileage out-of-pocket. Mileage comes out of PIAC budget. There is a mileage form that must be completed, and members can request a copy from the PCIO office. 3.) PIAC Orientation (2nd Phase) – focuses on TDSB structures and decision-making. Michelle asked whether it would be useful to have Board staff to present to PIAC or as part of the Phase 2 PIAC Orientation. 4 members voted to have the second phase of the 	<ul style="list-style-type: none"> ▪ Michelle will invite Board Staff to present on TDSB structures and decision-making at a separate meeting.

Item	Information/Discussion	Action/Recommendation
	<p>orientation in a PIAC meeting, while the majority requested to have a separate meeting. Eva also reminded everyone that the CAC Handbook is on-line which outlines the policies and procedures.</p> <p>Community Advisory Committee Review (CAC Review)</p> <p>Hilary reported that the CAC Review meeting was held in January. The draft of the survey will be ready end of February. The survey will be sent to committee members. Eva announced that the Parent Engagement Policy Review needs parent input.</p> <p>Community Engagement Procedure Update</p> <p>The draft procedures have been reviewed. The next item up for review is the Parent Engagement Policy.</p> <p>TDSB School Year Calendar</p> <p>Diane reported on the School Year Calendar, and made a recommendation to move the last P.A. day for Elementary School from Fri, Jun 27 to a date in November. She has to consult with the committee. Diane gave her recommendation. Dagmar was not confident about voting without speaking to her Ward because many parents do not have daycare yet for their students with an additional PA day. It was pointed out there is not an additional P.A. Day, just a movement of days</p> <p>***Motion: A motion to accept the recommendation of the second June P.A. day for Elementary students being moved to November to facilitate parent teacher interviews Moved by Diane: 11 approved. 6 abstentions. Motion carried.</p>	
<p>9. Working Group Updates</p> <p>Advocacy</p> <ul style="list-style-type: none"> ▪ Bill 115 Update (Kate W./Laurie G.) ▪ Severance Letter(James Rycman) ▪ Pools Update(John Tranfananko) <p>Outreach</p> <ul style="list-style-type: none"> ▪ Orientation Update (Mirian T.) ▪ PIAC Website Oversight (Mirian T.) <p>Special Events</p>	<p>Bill 115 Update (Kate W./Laurie G.)</p> <p>Trustee Glover and Gough hosted a Ward 2/3 combined meeting. The meeting was an hour and 15 minutes long. Tina attended. 20 chairs from Ward 3 attended. The Advocacy Group drafted a letter to send to the Premier, the MOE, OSSTF, and ETFO regarding Bill 115.</p> <p>***Motion: A motion to give the chairs of the advocacy group a mandate to circulate the letters to the Ministry of Education (MOE), the Premier, Ontario Secondary Schools Teachers Federation(OSSTF), and Elementary Teachers Federation of Ontario (ETFO) moved by Laurie, Seconded by Virginia 1 abstention. Motion carried.</p> <p>Severance Letter</p> <p>As a result of two motions that were put forward at the December 6th meeting, members drafted a letter addressed to the Chair of the Board, Trustee Chris Bolton, recommendations to clarify paragraph 2 of the letter then circulate for a vote at the next PIAC meeting. Trustee Glover confirmed that there have been no consultations to date on the issue. Members will review and</p>	<ul style="list-style-type: none"> ▪ Chairs to circulate the letters to the MOE, the Premier, OSSTF, and ETFO.

Item	Information/Discussion	Action/Recommendation
<ul style="list-style-type: none"> ▪ School Council Appreciation Dinner (Gary L./Eva R.) ▪ Special Education Forum(Gary L./Virginia/Ricardo) 	<p>edit the letter (the second paragraph) before it goes to Facilities & Maintenance (F& M) Committee.</p> <p>Pools Update John reported that of the 13 pools that are at-risk of closure, 5 of them still without parent reps. They are follows: Ward 5-Downsview Secondary, Ward 6 - George Harvey, (Ward 10 – Kensington Community, Ward 4-Westview Centennial, Ward 16 – GA Brown). The City Pool Community Recreation Programmer will fill out template to share the information with the Pool Rep.</p> <p>Orientation Update</p> <p>Outreach will facilitate another Orientation session in the Spring of 2013. One of the members commented that she did not benefit from the first session. Jerako responded that she appreciated the feedback but that was an overview which perhaps an experienced member would not benefit from as much as a new member, also there were challenges that the facilitators faced with respect to the space provided as well as their request for further professional development has not been approved.</p> <p>PIAC Website Oversight Miriam reported that we need more volunteers to oversee the website, and encouraged anyone interested in volunteering to come forward.</p> <p>Peter Holleley informed members of the Teen Event to be held on March 27th. Members are asked to e-mail Cathy McCulloch if they are interested in volunteering or attending, please share this information with your Ward members. Jerako has a copy of the flyer.</p> <p>School Council Appreciation Dinner \$11,000 update for the cost of the dinner. Eva informed the members that the programme includes Lloyd McKell as the keynote speaker; Engage Literacy will conduct a demonstration and share information, and some round table discussions. Some members came in early today to help stuff 300 bags. 353 people have registered. 59 are children. 15 PIAC reps need to RSVP. Registration is open until Thursday. Final numbers will go in on Friday. 2 PIAC reps are needed at bus locations, 1 for 5:30 pm, and one for 7:30pm. Must be 2 adults. Members were asked to let Cathy McCulloch know if interested in helping out by e-mailing info@torontopiac.com .</p> <p>Special Education Forum SEAC met last night (Feb 11/13) and confirmed that PIAC/SEAC can work on the Terms of Reference for the Special Education Forum.</p>	<p>Jerako to circulate a copy of the flyer.</p>

Item	Information/Discussion	Action/Recommendation
	<p>***Motion: A motion to accept the terms of reference with SEAC, moved by Allen, seconded by Gary, all in favor.</p>	
<p>10. Superintendent's Report (Jim Spyropoulos)</p>	<p>Superintendent Spyropoulos reported that the previous weeks have been difficult for the Board. Staff are doing their best to move forward. The Board appointed Donna Quan as new Interim Director. Acting Deputy Director is Lou Vavougiros from Durham. Regarding the role that parents want to have in the selection of the new Director, Superintendent Spyropoulos' best advice to PIAC is to make their intent known through the body, specifically Trustee Chris Glover, and to make a formal request to be involved. Trustee Glover will be around the table for the appointment of the new Director.</p> <p>The big issue continues to be the budget. The Board is working closely with Price Waterhouse Cooper (PWC) and the recommendations they made. The board is getting support from the Special Assistance Committee headed by Bill Hogart. The recommendations fell under 3 categories: leadership, accountability, and controls.</p> <p>One of the motions to the Board involves permits, that parent groups who need permits for extra-curricular activities should not have a fee attached to it, for after 6pm use. These would be for programs that would have been provided by teachers. While some schools stopped after school activities, others are continuing on with extra-curricular activities. Superintendent Spyropoulos met with some principals recently. 98% of highschools are moving forward with proms. Teachers are slowly coming back.</p> <p>As regards the participatory budget process, 11 dates are blocked for Ward Forums. 2-3 wards/forum. Advisory Committees can connect through PCIO. Suggested that PIAC invite Chief Financial Advisory (CFO) to present to PIAC. We continue to play a role in the Participatory Budget process.</p> <p>TDSB released its largest student census conducted last November, on students from grades 7-12. Surveys completed on 103,000 students. Baseline data shows that certain "things" Jim used the word "things" so can we quote that word because it sounds better to say criteria otherwise are getting better. One of the areas of concern, however, is in area of Mental Health & Well-Being. 1/3 of students feel like they want to cry all the time, and experience tremendous anxiety, uncertainty and pain. Many of the members reacted with concern to this news. Laurie expressed her opinion on the negative impact of cutting EAs has on student achievement, she also urged a need for more parent accessible budget presentation, Saida commented on the seriousness of the results, further stating that there needs to be more surveys and investigations, Suban echoed Saida's sentiments in detail, Virginia made final comments about going beyond fact finding.</p>	

Item	Information/Discussion	Action/Recommendation
11. Trustee Report - Update on TDSB Budget Consultation Process & Capital Gain (Trustee Chris Glover)	<p>Trustee Glover recommended writing a letter of congratulations to Donna Quan. Her focus is on building stability within the Board. The report on the shortfall is between \$40-100M, maybe at minimum \$40M. Staffing decisions will be made in March. Asked for a participatory budget process. March 1st is the only date available for the Participatory Budget Process. March 5th will likely be the first date. This year there isn't a choice about the cuts. We either have to cut or give the budget to province to manage. The province keeps increasing the funding cuts year after year. Trustee Glover encouraged members to watch the podcast. Comments from PIAC included a suggested that the the process for a Director search could be similar to that of the Principal/Vice-Principal selection.</p>	
13. Other Business/Chair Report	<p>Jerako reminded everyone about e-mail etiquette, as there was some concern about an e-mail that had been circulated recently. She cautioned members to be careful about what they communicate via e-mail as members of PIAC, that it could be harmful to PIAC's reputation. She informed members that we are open to having conversations, and if they have any concerns about PIAC's direction, that they could bring any issues forward. Recently it has been reported that a Trustee has communicated or passed on comments by a PIAC rep that reflected poorly on PIAC. Perhaps it was not intentional however Eva stressed that emails can easily be forwarded.</p> <p>Saida S (SPLC) noted that two events offered by SPLC; International Women's Day on March 8th and a community event on May 17th. Details to follow.</p>	
14. Adjournment (Co-Chair)	<p>Meeting adjourned at 10:00pm. Motion to adjourn the meeting was moved by Virginia, seconded by Kate, all in favor.</p>	