



**Name of Committee:** Parent Involvement Advisory Committee

**Meeting Date:** February 28, 2023

A meeting of the Parent Involvement Advisory Committee convened on February 28, 2023, from 7:02 p.m. to 9:45 p. m. via Zoom with PIAC Co-Chairs Andrew Waters & Sharon Grant

<b>Attendance:</b>	Sarah Ali (W2), Tamasha Grant (W4), Jessica Ruiz(W4), Zena Shereck (W5), Sandreen Porter (W5), Crystal Stewart (W6), Alice Romo (W7), Ayan Kaillie (W7), Kaydeen Bankasingh (W8), Melanie Medeiros-Sims (W9), Karin Trajcevski (W9), Bruce Oyelowo (W10), Manna Begum(W10), Janice Barnett(W11), Charles Zhu(W11), Liesha Earle(W12), Susan Lee(W12), Jenny Zeng(W13), Janet Zheng(W13), Nazerah Shaikh (W14), Jenny Gannon (W14), Jennifer Volk(W15), Mohammad Yousuf(W15), Madelaine Hamilton(W16), Nicole Williams (W17), Tanya Ono (W17), Seema Mitchell(W18), Shanti Chand (W19), Chris Levien(W20), Zuojun Han(W20), Abdul Azeem Mohammed(W21), Nadia Judunath (W22), Nicole Marshall (W22), Sharon Grant (PIAC Co-Chair), Andrew Waters (PIAC Co-Chair), Felicia Lau(PIAC Liaison ), Trustee Debbie King
<b>Staff:</b>	Exec Superintendent Shirley Chan, Chris Ferris Snr Manager, Garry Green Snr Manager, Latha John (Committee Assistant), Lisa Nantais (Policy Officer), Michelle Munroe (Central Coordinator, PCEO), Associate Director Audley Salmon,
<b>Regrets:</b>	Exec Superintendent Uton Robinson, Towhid Noman (CLG)
<b>Absent:</b>	Erin Clarke (W1), Frances Shawera (W2), Saira Somani (W3), Anshu Grover (W8)

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<ul style="list-style-type: none"> <li>• Welcome &amp; Introductions</li> <li>• Acknowledgement of Traditional Lands</li> <li>• Code of Conduct</li> <li>• Approval of Quorum</li> </ul>	<p>Acknowledgement of Traditional Lands was done by Co-Chair Sharon Grant.</p> <p>Members were reminded of the code of conduct.</p> <p>Quorum was achieved.</p>		
<ul style="list-style-type: none"> <li>• Change in Membership Status</li> </ul>	<p>No change in membership status was declared at the meeting.</p> <p>New members to PIAC were welcomed by Chair Waters</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<ul style="list-style-type: none"> <li>• Declaration of Actual, Perceived, or Potential Conflict of interest</li> </ul>			
Approval of Consent Agenda and January 24, Minutes		<p>Motion to approve the agenda and January 24 minutes by Janice B (W11) and seconded by Nazerah S (W14). Motion was carried unanimously.</p>	
Co-Chairs Update	<ul style="list-style-type: none"> <li>• The Expert Reference Panel on School Safety and Student Well-Being, the panel includes participation from PIAC Co-Chairs, Trustees, staff, and community experts. Co-Chair Grant attended the meeting and will provide further updates at the next monthly meeting.</li> <li>• An online orientation for new PIAC Members will be held on March 21, 2023.</li> <li>• The PIAC Conference will take place on May 6, 2023, providing an opportunity for PIAC members to network with parents from their wards.</li> <li>• PIAC Members were reminded to sign up for working groups: All PIAC members are encouraged to either to lead or participate by signing up to Working Groups.</li> <li>• New PIAC members were welcomed to the committee.</li> </ul>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<ul style="list-style-type: none"> <li>• February is black history month and to acknowledge the month the African ancestral land statement was read by Co-Chair Andrew- “PIAC recognizes and honors all individuals impacted by treaties, including those who migrated here, whether recently or in the past. We also acknowledge the involuntary arrival of many individuals, especially those brought to these lands through the transatlantic slave trade and pay tribute to their ancestors and their diverse origins and decent.”</li> <li>• Chair Andrew shared a personal reflection and expressed his commitment to support PIAC’s ongoing work towards creating a more equitable society.</li> </ul>		
Trustee Update	<p>Addressing concerns from parents when a trustee is on a pregnancy or parental leave.</p> <p>The TDSB has an established protocol for addressing parent concerns. Trustees on leave are expected to provide an approximate return date and an indication of how their responsibilities will be managed in their absence. There is a need for a more defined procedure in this area, which could be a recommendation from this</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>committee. Currently, one trustee is on leave, and other trustees are providing support.</p> <p>The Trustee services office has a system called TIMS in place to handle calls when a trustee is absent. The calls are logged and the appropriate person, which could be a rotating group of trustees or a superintendent, is then referred to handle the call.</p> <p>Trustee Services. 5050 Yonge Street Toronto, Ontario M2N 5N8 Phone: 416 395 8787. Email: trusteeservices@tdsb.on.ca</p>		
Senior Staff Update	<p><b>Fundraising policy</b></p> <p>Staff presented an overview of the policy consultation process. A Google form has been developed and shared with PIAC to gather input and for a pre-consultation. The input will be used to draft a decision-making document that will be presented to the Governance and Policy Committee (GPC) in May. The new policy will be sent out for consultation to all committees and stakeholders, including PIAC. After the consultation phase, the policy will be brought back to GPC with</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>stakeholder input and then to the board for approval.</p> <p><b>Student Nutrition Programs</b></p> <p>The Toronto Foundation of Student Success (T.F.S.S.) distributes funds from the city of Toronto and the province of Ontario to schools for their student nutrition programs. For schools that do not have a committee, the program should be included on the agenda of the parent or school council at least once a year.</p> <p>The biggest challenge for school nutrition programs is funding, the provincial and municipal funding covers only one third of the cost. The programs are unique and community-run. Schools have access to Nutrition Liaison officers (NLO), Community Support Workers (CSW) who can offer support for the running of the program and for the funding and resources. Volunteers are crucial to the programs and for safe food handling. The programs must be universally accessible, promote ethnic and cultural sensitivity, and respect the faiths and cultures of all communities.</p> <p><a href="https://www.pcchildrenscharity.ca/program-overview/">https://www.pcchildrenscharity.ca/program-overview/</a></p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p data-bbox="407 283 919 367">Nutrition Liaison Officers Contact Info</p> <p data-bbox="407 409 919 577">Michelle Murdock - LC 1 michelle.murdock@tdsb.on.ca ph: 416-394-3324 , cel: 647-542-5550</p> <p data-bbox="407 588 919 756">Mary Molinaro - LC 2 mary.molinaro@tdsb.on.ca ph: 416-394-7436 , cel: 416-788-1520</p> <p data-bbox="407 766 919 934">Durward Anthony - LC 3 Durward.Anthony@tdsb.on.ca ph: 416-394-7303 , cel: 416-428-0504</p> <p data-bbox="407 987 919 1155">Lynne Martens - LC 4 lynne.Martens@tdsb.on.ca ph: 416-394-7159 , cel: 416-659-5633</p> <p data-bbox="407 1197 919 1239"><b>Update on the Indigenous course</b></p> <p data-bbox="407 1270 919 1885">The curriculum, called 'Understanding Contemporary First Nations, Métis, and Inuit Voices', has been successfully taught in TDSB for many years and is supported by various stakeholders, including the Elders Council, the Urban Indigenous Community Advisory Committee, and the Urban Indigenous Education Center. The curriculum is organized into five strands, four of which are same to the current grade 11 English course.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>TDSB staff at the Indigenous Education Center will prepare a report with additional details on the implementation of the course, including timelines for when students and staff can expect the course to be available system-wide, guided by the Elders Council.</p> <p>Grade 11 English Course - First Nations, Metis and Inuit Perspectives</p> <p>-</p> <p><a href="https://www.dcp.edu.gov.on.ca/en/curriculum/secondary-first-nations-metis-and-inuit-studies/courses/nbe3u">https://www.dcp.edu.gov.on.ca/en/curriculum/secondary-first-nations-metis-and-inuit-studies/courses/nbe3u</a></p> <p><b>Accessibility of TDSB schools.</b></p> <p>A report called 'Making the School Buildings More Accessible' was approved by the board of trustees in November 2021. TDSB staff are currently working on implementing the plan and will provide further updates at the April meeting.</p> <p><b>Procedure 542,</b></p> <p>The procedure pertains to alter a school calendar is currently under review.</p> <p>A temporary process has been created to streamline the procedures for the 2023-2024 school year, beginning in February.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>The current process requires the principal to keep the school council, trustee, and superintendent, informed. If a school staff and administrator decide to pursue an application a rationale must be provided to the superintendent at least 18 months in advance.</p> <p>Surveys may be used to collect input from school community members, and the process takes over 24 months.</p> <p>The rationale for semesters, as they align with other boards and provide consistency, allowing for student and staff movement between schools without disrupting student learning.</p> <p>Further updates and reports are expected to be presented in the coming months.</p> <p>PR542  <a href="https://www.tdsb.on.ca/About-Us/Policies-Procedures-Forms/Detail/docId/263">https://www.tdsb.on.ca/About-Us/Policies-Procedures-Forms/Detail/docId/263</a></p> <p><b>The Expert Reference Panel</b></p> <p>The student safety and wellbeing panel consists of representations from a diverse range of organizations. The first meeting was held on February 15th and focused</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>on protecting and supporting the safety, security, and wellbeing of all staff and students within the TDSB.</p> <p>First meeting of the panel included:</p> <ul style="list-style-type: none"> <li>• The 519</li> <li>• Canadian Safe Schools Network</li> <li>• CAMH: The Centre for Addiction and Mental Health</li> <li>• Confronting anti-Black Racism Unit, City of Toronto</li> <li>• Elders Council</li> <li>• Generation Chosen</li> <li>• Justice for Children and Youth</li> <li>• Naseeha</li> <li>• Parent Involvement Advisory Committee</li> <li>• Safe TO</li> <li>• City of Toronto Social Development</li> <li>• Finance &amp; Administration, City of Toronto</li> <li>• Student Trustees</li> <li>• Toronto Community Housing</li> <li>• Toronto Police Service</li> <li>• Toronto Public Health</li> <li>• Unity Health Network</li> <li>• Zero Gun Violence Movement</li> <li>• TDSB staff</li> </ul>		
PCEO Update	<p><b>PIAC orientation</b></p> <p>Orientation to be held for new PIAC members on March 21, 2023.</p> <p><b>School council carry over funds</b></p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Each school year, the School Council should work with the principal to create a financial plan and needs assessment. The carry over funds should be used within two years or designated for a long-term project. The plan to use the carry over funds should be included in their school generated funds plan.</p> <p><b>School Council Innovation, Grant.</b></p> <p>The school council innovation grant is a replacement for the parent reaching out grants. This grant allows school councils to apply for funding for local initiatives with a focus on equity, anti-oppression, anti-indigenous, and food sovereignty. There were 139 applications, out of which 45 were approved, and all 139 applications were from model schools.</p>		
Q & A	<p>How was Expert Reference Panel decided on? And what was the outreach strategy for the panel? Initially, the focus of the school safety coordination table was on community organizations, there are plans to create local tables in addition to the central table. The panel comprises individuals and representations from various organizations to ensure diversity. The composition of the panel representation may change depending on the need, timing, and circumstances.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Is TFSS providing gift cards that are limited to specific vendors or grocery stores where the nutrition staff must purchase materials from. There is a concern about obtaining culturally and faith appropriate nutrition items for students in schools.</p> <p>The TFSS gift card program, which provided gift cards to families during the pandemic, has ended and the TFSS is now reverting to the standard funding and sharing of funds with schools. The schools can procure and purchase their own food if it meets nutrition guidelines as approved by Toronto Public Health. TFSS provides resources such as assistance with menu planning and finding appropriate sources of food at a reasonable cost. Toronto Public Health inspects the programs to ensure they meet nutrition guidelines and provide nutritious food with the flexibility to purchase culturally appropriate food within their communities.</p> <p>Has there have been any initiatives or funding for schools to produce their own food through gardening as well as developing students' agriculture skills? Do schools with larger gardens share their produce with others?</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Schools are interested in growing their own produce and gardens, and it ties in nicely with the curriculum. There are challenges during the summer months due to no source of sponsorship or funding for these initiatives. Nutrition liaisons officers are a great source of support for finding funding and making connections with potential supporters and schools are finding ways to start small and receive peer support through mentorship and collaboration.</p> <p>How does the board ensure that all children have access to adequate nutrition in school, regardless of their families' financial resources or willingness to contribute financially, and how is it communicated effectively to parents and the community.</p> <p>The board plans to improve communication to ensure that every child has access and to the program. Staff can follow up on specific situations and Nutrition Liaison Officers can provide support. Staff acknowledges that there are different challenges in the system, and specific concerns will need to address by administrators or superintendents to provide appropriate support. The program aims to allow every child to</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>participate regardless of their family's ability to pay.</p> <p>Is safe schools panel part of the safe schools committee that schools already have or is this separate? How can parents access the findings and recommendations from the panel, can parents reach out to the panel to report on acts of violence?</p> <p>The panel is separate from caring and safe school's department, this panel was established to address concerns around school violence, it is a central table consisting of community agencies and organizations, that will meet 3-4 times a year, in addition to the central table there will be 3 to 4 local tables. These groups will work together to create programs, provide opportunities, and address concerns around school violence. The local principal is the best person for parents to talk to about local situations, and the expert reference panel will look at systemic challenges.</p> <p>What do parents do when there is lack of response from superintendents? Who is accountable at that point? Do parents go to the trustee?</p> <p>To address concerns from parents the parent concern protocol is in</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>place that starts at the school level with the teacher, then escalating to the administration and then finally the trustee. Most issues are resolved at the superintendent level or lower, and it is encouraged that parents seek solutions at local level.</p> <p>Are there documentation or analytics available regarding programs addressing food insecurity in schools available for parents to better understand and advocate?</p> <p>The number of food programs are in 418 schools out of 560 plus schools. Some schools have more than one program, such as breakfast and snack. The estimated number of students served daily is 146,913. More data can be found from TFSS.</p> <p>Fundraising capacity among TDSB schools, some schools raise less than \$100, and while some schools raise over \$100,000. The board should ensure equitable fundraising practices to ensure that the program has a fair and sustainable source of funding.</p> <p>Why are there students still going hungry despite the presence of a nutrition program in their school. Concerns about feeding athletic students who are participating in long days of competition and representing their schools, students</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>are not fed even when the sports event is hosted in a TDSB school that has a nutrition program.</p> <p>All students need to have access to proper nutrition, especially during school events and tournaments. The responsibility of knowing student’s dietary information, needs and allergies falls on coaches and staff who know the students well. The need to provide food that meets the individualized nutrition needs and with the appropriate COVID-19 safety measures is challenging for schools. Staff will continue to work to support and ensure all students have access to proper nutrition.</p>		
Working Group (WG) Reports			
Consultation WG	<p>The Consultation WG presented the motion due to concerns with Policy PR542 that the board's decision-making process lacks consultation with parents, students, staff, and the community, and that it is important to have their voices heard. The motion was discussed and amended.</p> <p>Staff clarified that policies go through trustees and include a consultation period for revisions, while procedures are operational and under the purview of staff, this procedure includes a component of consultation. The committee also has the option of writing a letter to the director through the designate for a response.</p>	Motion as amended by Susan L (W12) PIAC recommends that the board and the director provide PIAC with information on the consulting process as per PR542 on scheduling for the 2023/2024 year of all secondary schools PIAC community members and all stakeholders be consulted on the revision of PR542; and	

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>PIAC’s recommendation to be submitted to the board’s Governance and Policy Committee.</p>	<p>Decisions made to transition high schools to semester be reviewed following consultations The motion was seconded by Liesha E (W12). The motion was carried unanimously.</p>	
<p>Event planning WG</p>	<p>PIAC Conference to be in-person event at Earl Haig on May 6, 2023. All TDSB parents, caregivers, and PAC members are invited to attend and participate. Any questions regarding the event to be directed to event leads Zena S (W5)- <a href="mailto:zs.piac@gmail.com">zs.piac@gmail.com</a> and Nadia J ( W22)- <a href="mailto:njudunath@gmail.com">njudunath@gmail.com</a>. The working group meeting dates are listed on the PIAC website. This year the conference will have a theatrical production instead of a keynote speaker, more details to follow.</p>		
<p>School Councils Support WG Communication WG</p>	<ul style="list-style-type: none"> <li>• The Working group reported that it is reviewing the development of new tools by the PCEO to enhance engagement opportunities for parents in the school improvement planning process.</li> <li>• PIAC’s communication protocols as well the ward welcome letter template for school council chairs to use when reaching out to councils in their wards is available for PIAC members to use.</li> <li>• School council email status, the WG is requesting PCEO staff for more information regarding the number of tickets issued and resolved related to School Council email support.</li> </ul>		
<p>Communication WG</p>	<ul style="list-style-type: none"> <li>• A written working group report was distributed to the committee.</li> </ul>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<ul style="list-style-type: none"> <li>• The working group to send an invite request to new PIAC members to join Slack a communication tool.</li> <li>• The WG is planning to reach out to members about participating in the "Get to Know PIAC Spotlight" and encouraged more PIAC members to join the Communications WG.</li> </ul>		
Operational effectiveness WG	<ul style="list-style-type: none"> <li>• A written working group report was distributed to the committee.</li> <li>• The Operations Effectiveness working group is responsible for the operations, budget, and bylaws of PIAC. The Working group are looking for PIAC members to join the working group to contribute to the work.</li> <li>• G drive- The G drive is a Google Drive where all documentation, working group meetings, bylaws, and agendas are stored for all members to access and collaborate on. There has been a good response with 10 new members signing up to G-drive since September.</li> <li>• The WG is working on the recommendations as received on the Bylaws.</li> <li>• Budget will be reported at the next month when the WG receives the actual numbers on the expense from the board.</li> </ul> <p><b>Feedback /Discussion</b>  PIAC's By-Laws  The By-laws needs to be reviewed to ensure that the language regarding the timing of the PIAC election is accurate and up to date, given the upcoming school year and the new membership.</p>		
Membership WG	<ul style="list-style-type: none"> <li>• A written working group report was distributed to the committee.</li> <li>• Membership working group keeps track of membership, attendance, contact information, working groups sign up and membership, ward</li> </ul>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>elections that are scheduled to be held and membership two-year terms, expiry of terms and member eligibility terms.</p> <ul style="list-style-type: none"> <li>• PIAC Membership update new members welcomed to PIAC and there are six vacancies. The new members were warmly welcomed to the committee.               <ol style="list-style-type: none"> <li>1. Tamasha Grant</li> <li>2. Sandreen Porter</li> <li>3. Ayan Kaillie</li> <li>4. Melanie Medeiros-Sims</li> <li>5. Karin Trajcevski</li> <li>6. Bruce Oyelowo</li> <li>7. Manna Begum</li> <li>8. Jennifer Volk</li> <li>9. Mohammad Yousuf</li> <li>10. Nicole Williams</li> <li>11. Tanya Ono</li> </ol> </li> <li>• The new members were encouraged to take up leadership roles in working groups. Working groups require a time commitment of 1.5 to 2 hours, depending on the group's nature.</li> <li>• PIAC Members are encouraged to participate actively in at least one working group.</li> </ul>		
Strategic Planning WG	<ul style="list-style-type: none"> <li>• A written working group report was distributed to the committee.</li> <li>• The WG tracks and monitors the execution and implementation of the PIAC work plan.</li> </ul>		
Ward & CLG update	None		
New Business	<p>Ward 14 Co-Rep and Membership Lead Nazerah S</p> <p>Nazerah was thanked and appreciated for the work at PIAC by the Co-chairs at the meeting.</p>		
Adjournment	<p>Meeting adjourned at 9:48 pm by Janice B (W11) and 2<sup>nd</sup> by Jenny G (W14).</p>		