



# Statutory Committee

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

**Meeting Date:** 20, November, 2018

A meeting of the Parent Involvement Advisory Committee convened on 20, November, 2018 from 7:09 p.m. to 9:51 p.m. in the Board Room at 5050 Yonge Street, with Trixie Doyle followed by Zena Shereck presiding.

**Attendance:** Michelle Aarts (W16), John Bakous (W8), Lia Christensen (W4), Hafsa Esmail (W13), Erin Goto (W1), Sharon Grant (W4), Echo Han (W20), Dean Gray (W6), Loen Hansford (W7), Jess Hungate (W8), Shafoli Kapur (W2), Felicia Lau (W3), Kate Leuschen Millar (W15), Christopher Levien (W20), Cori MacFarlane (W15), Aretha Phillip (W17), Vivek Rao (W2), Eva Rosenstock (W12), Nazerah Shaikh (W13), Zena Shereck (W5), Saira Somani (W3), Jennifer Sparks (W22), D. Williams (W10)

Also present were: Roula Anastasakos (Executive Superintendent), Jennifer Arp (Trustee), Sharon Beason (Parent Representative), Trixie Doyle (PIAC Co-Chair), Margaret Horvath (Office Administrator, PCEO), Michelle Munroe (Central Coordinator, PCEO), Heather Vickers (PIAC Co-Chair)

The following participated by electronic means: John Bakous (W8), Erin Goto (W1), Saira Somani (W3), Jennifer Sparks (W22)

**Regrets:** Ali Mohamed (W1) ; Kabirul Mollah (W21); Mirian Turcios (W6)

**Absent:** Catherine Ford (W9), Jason Irving (W18), Arif Karedia (W17), Haniyah Sheikh (W12), Christiana Shinohoritis (W22), Rachel Silber (W11)

ITEM	DISCUSSION	RECOMMENDATION / MOTION
Welcome & Introductions • Acknowledgement of Traditional	<ul style="list-style-type: none"> <li>7:09</li> </ul>	

ITEM	DISCUSSION	RECOMMENDATION / MOTION
Lands • Declarations of Membership (please see sign-in and declaration sheet at the front of the boardroom) Code of Conduct	<ul style="list-style-type: none"> <li>• Cori MacFarlane</li> </ul>	
Declaration of Actual, Perceived, or Potential Conflict of interest	<ul style="list-style-type: none"> <li>• Trixie Doyle &amp; Michelle Aarts – Trustee Elects</li> </ul>	
Approval of Quorum	<ul style="list-style-type: none"> <li>• Quorum achieved</li> </ul>	
Approval of Agenda	<ul style="list-style-type: none"> <li>• Motion for approval by D. Williams, 2<sup>nd</sup> by Zena S. Motion carried</li> </ul>	
Approval of Minutes October 16, 2018	<ul style="list-style-type: none"> <li>• Motion for approval by D. Williams, 2<sup>nd</sup> by Zena S. Motion Carried.</li> </ul>	<ul style="list-style-type: none"> <li>• Google documents name needs adjusted – Kate to send to Latha</li> <li>• guests need to be added to minutes</li> </ul>
PIAC Co-Chair Election	<ul style="list-style-type: none"> <li>• Zena S. was acclaimed as the PIAC Co-chair.</li> </ul>	
Co-Chairs Update	<ul style="list-style-type: none"> <li>• No updates made at PSSC update</li> <li>• Items left on co-chairs' update until resolved</li> <li>• Trixie Doyle (co-chair) has resigned from PIAC to take on Trustee role. She was acknowledges by the Committee and the Board for her service to PIAC.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion put forth by Aretha to move election for Heather's replacement to the January meeting due to typically low attendance at December meetings; 2<sup>nd</sup> by Zena S.; motion carried.</li> </ul>

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<ul style="list-style-type: none"> <li>Heather Vickers was welcomed back to the co-chair leave after leave of absence. She informed the committee that she will be leaving PIAC effective December 18, 2018.</li> </ul>	
<p>Working Group (WG) Reports</p> <ul style="list-style-type: none"> <li>Budget</li> </ul>	<ul style="list-style-type: none"> <li>There is a budget shortfall of at least \$3000; therefore the committee must review its priorities and determine where to cut back and think about future fundraising opportunities;</li> <li>The annual conference is the usual area for over expenditure due to areas such as childminding, bussing, catering and interpretation and translation.</li> <li>In the past some costs were absorbed (childminding) by PCEO and the Board (catering) but that is no longer feasible</li> <li>The committee agreed that access, equity and inclusion are essential so interpreters, bussing and child minding are fixed costs</li> <li>No line item for contingency, strategic planning group to look at this</li> </ul> <p>PIAC Planning Meeting Can a school permit be explored to avoid cost?</p>	<p>It was recommended that the Executive explore the feasibility of the TDSBs continued support of catering costs.</p> <p>Aretha motioned that</p> <ol style="list-style-type: none"> <li>the school council appreciation event moves forward in February 2019; and that the ;</li> <li>strategic planning working group report back to the January meeting with options for effectively managing PIACs events and budget. 2<sup>nd</sup> by Jess; motion carried; 2 abstain</li> </ol> <p>Loen motioned to extend meeting by 15 minutes, Chris 2nd; motion carried</p>
<ul style="list-style-type: none"> <li>Membership WG</li> </ul>	<p>PCEO provided an update on PIACs membership following the ward boundary changes. The update outlined existing vacancies; wards impacted by the change and the implication for PIACs eligibility criteria.</p>	<ul style="list-style-type: none"> <li>Michelle A. motioned that on December 3 PIAC will send letters to all of the Trustees indicating existing vacancies imploring them to hold elections as soon as possible and offering support to coordinate elections; co-chairs will work in conjunction with Membership Working Group to</li> </ul>

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<p>The information used to determine eligibility was collected from PIAC members and the Board.</p> <p>The following corrections were made to the handout: page 3, 1 should be 18 and 2 should be 20</p> <p>There are two wards (new ward 13 &amp; 17) and three membership eligibility impacted by the ward boundary changes. The committee discussed the following options:</p> <ol style="list-style-type: none"> <li>i. Members impacted by the ward change whose terms have not ended will be appointed to the new ward as determined by PIAC bylaws (3.1.8) to complete their term OR</li> <li>ii. All wards/members, regardless of term, impacted by the ward change will be required to run for elections in the new ward as determined by PIAC eligibility</li> </ol> <p>Following a lively conversation three motions were tabled:</p>	<p>draft letter; Jess 2<sup>nd</sup>; abstain – 0; motion carried</p> <ul style="list-style-type: none"> <li>• Aretha motioned that wards that have been impacted by significant boundary changes, be declared vacant so that elections can be held, to allow full participation; Sharon 2<sup>nd</sup>; abstain – 1; motion Not Carried</li> <li>• Eva Rosenstock motioned that “any new ward where existing representatives and alternates are no longer eligible due to ward boundary changes that these reps and alts are grandfathered in as per eligibility criterion for the completion of their term; Jess 2<sup>nd</sup>; abstain – 1; motion carried</li> </ul>
<p>•PIAC Annual Parent Conference WG</p>	<ul style="list-style-type: none"> <li>• Approximately \$75/person</li> <li>• Very successful conference, waiting for feedback summary</li> <li>• There were a number of paid vendors</li> <li>• Busses were canceled this year because they didn't hit critical number</li> <li>• Interpreters were paid but some were not used</li> </ul>	

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<ul style="list-style-type: none"> <li>• Very few volunteers, a lot of the work had to be done by staff</li> <li>• Is the conference our best way to be spending our resources?</li> <li>• Board runs a conference in April (Parents as Partners) with the same target group, should we work together with them</li> </ul>	
<ul style="list-style-type: none"> <li>• PIAC Appreciation Event</li> </ul>	<ul style="list-style-type: none"> <li>• Approximately \$25/person</li> <li>• Montecassino is already 12% higher than last year, won't be able to invite as many people due to increased costs</li> <li>• Vendor tables not appropriate; perhaps sponsorship with logo on screen but not tables – less intrusive</li> </ul>	
<ul style="list-style-type: none"> <li>• Communications and Outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Communications working group is in need of resources to secure promotional tools to reach out to schools. The committee can't fulfill duties without added budget for items such as translations, Budget Working Group to work on it</li> <li>• It was requested that communications and outreach be put onto the next agenda.</li> </ul> <p>Ontario's PRO grants were designed to:</p> <ul style="list-style-type: none"> <li>• Support parents in identifying barriers to parent engagement in their local communities to find local solutions to engage more parents;</li> <li>• <i>The Education Act Reg 612</i> mandates that both PICs and school councils must support, encourage and enhance parent engagement to improve student</li> </ul>	<p>Loen motioned that 1. PIAC shows support for the PRO grant program by writing to the Minister of Education and the Premier to request that the Province reinstate 2018 PRO grant funding as soon as possible so that existing applicants can engage their parent community as planned; and that the Ministry of Education continue to fund PRO grants in 2019 and beyond.</p> <ul style="list-style-type: none"> <li>• 2. PIAC provides template letters and Provincial and Ministry mailing information for TDSB parents/guardians and school councils to write letters to support reinstating the PRO grant program.;</li> </ul>

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<p>achievement and well-being</p> <ul style="list-style-type: none"> <li>• PRO grants ensure all schools can hold events to engage their local communities regardless of their ability to fundraise;</li> <li>• PIAC and other CACs had applied to fund their annual parent conference because we had been successful with past applications;</li> <li>• PIAC, other parent engagement groups, and school councils have spent hours researching and writing grant proposals for the 2018-2019 PRO grants;</li> <li>• The Provincial Government have paused the PRO grant program for the foreseeable future, putting on hold these local and board-wide initiatives;</li> <li>• PRO grants fund the many of parent engagement events for many TDSB schools;</li> <li>• School Councils and Parents are more likely to engage in actions such as letter writing and advocacy if provided with resources for engagement such as template letters.</li> </ul>	<p>Chris 2<sup>nd</sup>; 1 abstain; motion carried</p>
Trustee Report	<ul style="list-style-type: none"> <li>• Trustee informed committee that will be the last official PIAC meeting and last responsibility as Trustee</li> <li>• Trustees will be discussing student parent census report. It is posted on TDSB website. Schools received report in spring.</li> <li>• There is a motion coming to PSSC requesting that the director report back to Board on enhancement of school statement of needs. Parents and PIAC need</li> </ul>	

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<p>to be involved in process</p> <ul style="list-style-type: none"> <li>• The new Board will be sworn in on December 3. There are 12 new Trustees; Trustee not returning;</li> <li>• The trustee was thanked for her support and commitment to PIAC and parent engagement</li> </ul>	
Director of Education Report	<ul style="list-style-type: none"> <li>• Executive officer expressed thank you to Trustee Arp for leadership</li> <li>• The Parent Census results; TDSB collects data; largest collection and quality of data; schools need to work with their individual results. It will be different from school to school, organic;</li> <li>• Staff are committed to attending the Dec or Jan PIAC meeting to discuss the parent census</li> </ul>	
PCEO Update	<ul style="list-style-type: none"> <li>• P/VP process was successful. Planning for the spring session will start next week with the expression of interest going out in December and again in January. Training will be held in February</li> <li>• New dates need to be put onto website, if interested contact Latha</li> <li>• Dress code policy is at phase 2 of the policy review process; next phase is larger community consultation</li> <li>• 7 school council finance workshops are happening in November for co-chairs and treasurers. Visit the website for further information</li> </ul>	
New Business	<ul style="list-style-type: none"> <li>• Concerns were raised that PR 558 and PR558C updated without consultation. The document</li> </ul>	

ITEM	DISCUSSION	RECOMMENDATION / MOTION
	<p>added had many spelling mistakes and incorrect reference to P0323. Michelle will follow up and report back at the December meeting</p> <ul style="list-style-type: none"> <li>• Use of cash online – some schools saying that they no longer accept cash. Michelle can put a request through to the Assistant Comptroller of Finance, to present at the December meeting.</li> <li>• Members expressed interest in accessing the technology of the Boardroom for its meeting once it's up and fully operating.</li> <li>• Principals need to be reminded that school council funds belong to school councils and that school councils are responsible for them &amp; where Principals find the funds in their budget</li> </ul>	
Next Meeting Date	<ul style="list-style-type: none"> <li>• Tuesday, December 18, 2018</li> </ul>	
Adjournment	<ul style="list-style-type: none"> <li>• Motion to adjourn at 9:51 pm by Jess; 2<sup>nd</sup> by Cori</li> </ul>	