



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

**Meeting Date:** February 15, 2022

A meeting of the Parent Involvement Advisory Committee convened on February 15, 2022 from 7:00 p.m. to 9:41 p.m. via Zoom with PIAC Co-chairs Felicia Lau & Andrew Waters

<b>Attendance:</b>	Erin Clarke (W1), Saira Somani (W3), Sharon Grant (W4), Jessica Ruiz(W4), Crystal Stewart (W6), Kaydeen Bankasingh (W8 ), Anshu Grover (W8), Cecile Farnum (W9), Janice Barnett(W11), Susan Lee(W12), Liesha Earle(W12), Aretha Phillip (W13 ), Jenny Gannon (W14), Nazerah Shaikh (W14), Kate Leuschen Millar (W16 ), Madelaine Hamilton(W16), Seema Mitchell(W18), Shanti Chand ( W19), Chris Levien(W20), Zuojun Han(W20),Abdul Azeem Mohammed(W21), Nadia Judunath (W22) Towhid Noman(CLG), D.Williams (PIAC Co-Chair), Felicia Lau(PIAC Co-Chair), Andrew Waters (PIAC Co-Chair ), PIAC OPICA Liaison D.Williams, Trustee Trixie Doyle
<b>Staff:</b>	Exec Superintendent Shirley Chan, Marisa Chiu (Exec Officer TDSB), Associate Director Linda Curtis, Associate Director Andrew Gold, Michelle Munroe (Central Coordinator, PCEO), Peter Singh Exec Officer, Tony Rossi (Manager, TDSB)
<b>Regrets:</b>	Alice Romo (W7), Nicole Marshall (W22), Trustee Christopher Mammoliti
<b>Absent:</b>	Frances Shawera (W2), Sarah Ali (W2), Lauren Tedesco (W3), Lenni Jabour (W7), Denese Gascho (W10), Charles Zhu(W11), Sharleen Ahmed (W15), Mark Ramcharan (W18), Anees Munshi(W21)

ITEM	DISCUSSION	MOTION	RECOMMENDATION
Welcome & Introductions  <ul style="list-style-type: none"> <li>Acknowledgment of Traditional Lands</li> <li>Code of Conduct</li> </ul>	Acknowledgement of Traditional Lands was done by Chair Felicia Lau.  Members was reminded of the code of conduct.		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<ul style="list-style-type: none"> <li>Approval of Quorum</li> </ul>	<p>Quorum was achieved as confirmed by Membership WG lead.</p>		
<p>Declarations of Membership</p>	<p>Members declared membership via online form</p>		
<p>Change in Membership Status Declaration of Actual, Perceived, or Potential Conflict of interest</p>	<p>Jessica W 4 declared that she was an employee of the board.</p>		
<p>Approval of Consent Agenda and January 18, 2022 Minutes</p>		<p>Motion to approve the Agenda and January 18 Minutes was carried.</p>	
<p>Co-Chairs Update</p>	<p>A written report was distributed, and the following were highlighted:</p> <p><b>Programs and School Services Committee (PSSC)</b> PIAC Chairs attended the January 19 PSSC meeting and presented PIAC's recommendations on anti – racism and fundraising review policy.</p> <p><b>PIAC Orientation date</b> The orientation by PCEO to be done on March 2, 2021.</p> <p><b>OPICA (Ontario Parent Involvement Committee Association)</b> Ministry consultation with OPICA on February 8, 2022 for input and discussion of the following:</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<ul style="list-style-type: none"> <li>• Graduation Requirements-secondary school diploma requirements</li> <li>• Modernization learning opportunities</li> <li>• Entrepreneurial role, Secondary pathways and Course types and pathways</li> <li>• Curriculum review cycle, revision of curriculum documents and implementation of curriculum</li> </ul> <p>Request for another session prior to April 1 on best practices to the ministry was done by OPICA.</p> <p><b>PIAC google drive</b></p> <p>Community and Communications WG members Nicole Herbert is available to support PIAC members on accessing PIAC's google drive. Members should submit the user agreement document to access google drive.</p> <p><b>PIAC Post</b></p> <p>January PIAC Post to be available and posted on PIAC website. February POST to be posted soon on PIAC website.</p>		
Trustee Update	<p><b>By-Laws Template</b></p> <p>PIAC's Motion on the By-laws will be presented on February 23, 2022 PSSC meeting.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p><b>PIAC’s motion on Anti- racism</b></p> <p>January board meeting approved the motion, staff to report back to PIAC:</p> <p>To provide information on the policy PR728- Reporting and responding to racism and hate incident involving or impacting students in schools</p> <p>To provide information on the Ontario College of Teachers Professional Advisory on Anti-black racism.</p> <p>Recent amendment to the Ontario college of teachers asked to provide information on the collective bargaining processes.</p> <p>To provide information on the work done at Parkdale community.</p> <p><b>Motion for an advocacy letter</b></p> <p>An advocacy letter to the Minister of Education from the Chair of the board for resource supports and financial support:</p> <p>To meet the changing and dynamic student needs,</p> <p>For best practices for effective remote learning and for mental health.</p> <p>Request to respond by February for planning and implementing all the actions in the multi -year</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>strategic plan and pandemic recovery plan.</p> <p><b>Motion on medical masks</b></p> <p>Request to the Director to purchase level 3 medical grade masks for all students one mask per day.</p> <p><b>Motion to approve the calendar year</b></p> <p>The calendar year is scheduled to be approved with an amendment on the special board meeting on February 17, 2022.</p> <p><b>Vaccine Clinics</b></p> <p>Boosters to be available on February 18, 2022</p>		
<p>Director of Education Report</p>	<p>Staff update on PIAC Recommendation on Emails for school councils and IT support</p> <p>PIAC shared the following concerns on school council emails</p> <ul style="list-style-type: none"> <li>• The email accounts for School councils and advisory committee are not fully functional.</li> <li>• Email structure for councils are long and not user friendly.</li> <li>• The email structure of PIAC emails is published incorrectly.</li> <li>• Regular updates on changes to the status in school</li> </ul>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>council and PIAC members on school webpages.</p> <ul style="list-style-type: none"> <li>• Access to emails for parents</li> <li>• IT supports for email issues not adequate tech support for parents.</li> </ul> <p><b>PCEO update</b> PIAC members and email is uploaded as per the status and are published in school webpages.</p> <p><b>Google ID</b> Google ID are licensed to TDSB has educational institute, the licensing model in place does not extend to councils.</p> <p><b>Outlook</b> The outlook configuration in TDSB is by employee Id and required to be on payroll. For non-employees a generic Id is issued that can be transferrable.</p> <p><b>IT/Tech support</b> Existing supports from the PCEO will be augmented by the PCEO team, for unresolved issues to be escalated to issue a ticket. IT staff are looking at the possibility of the following options. School staff to direct the issue to ticketing. Additional tech support and IT support required for evenings.</p> <p><b>Discussion</b></p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Why can't TDSB give a Gmail ID or Google ID or TDSB ID to parents? TDSB does not pay licensing cost as per the educational model and parents fall outside the educational model.</p> <p>The service that is available to school councils have never worked for parents. TDSB IT should work with PIAC's School Council Support working group and PCEO to solve the issues.</p> <p>The sustainability of the service and the supports that is available is not sufficient.</p> <p><b>By-law template</b></p> <p>Staff presented the challenges of the board, only a small number of TDSB's schools have by-laws due to operating challenges, and in some cases, issues have escalated to human rights issues and legal actions.</p> <p>The revised by-laws template is centered on equity and human rights policy, adhering to the 612 regulation directives, and all school councils have by-laws, adhere to board policy and procedures.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Template that can be easily accessible and usable by councils.</p> <p>All school Councils are required to have bylaws that address elections, filling vacancies, conflict of interest, conflict resolution and other areas.</p> <p>Regulation 612 also requires councils to adhere to all TDSB policy and procedures.</p> <p>Concerns on the mandatory nature of the template were received from school councils, to address the concerns the by-laws were revised. A separation of mandatory versus non mandatory was done, under REG 612 school councils may use the conflict resolution language outlined in the template, or they may write their own. Timelines will be extended. FAQ form is being developed and will be posted on the By-laws page.</p> <p><b>French immersion</b></p> <p>Application deadline for French Immersion is in November and the deadline date for the current school year was November 26, 2021. The early years department aligned the information and application process and was publicized in a variety of ways to reach both TDSB and non TDSB parents:</p>		



ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<ul style="list-style-type: none"> <li>• Banners were posted at all TDSB elementary schools in August.</li> <li>• The information was shared repeatedly in November on all social media accounts.</li> <li>• Paid advertising was purchased and posted.</li> <li>• TDSB website had the information from the last week of October.</li> <li>• The information was shared with TDSB childcare services to distribute to TDSB affiliated childcare.</li> <li>• Three information webinars were held in November.</li> <li>• The French section of the TDSB website contained application and deadline information for September 2022.</li> <li>• As of June 2021, the information was included in the early years landing page and the welcome to kindergarten page.</li> <li>• TDSB families were sent a direct email via school messenger in early November.</li> <li>• All schools and trustees were provided with information to be include in their newsletters and communications.</li> <li>• A total of 5772 on time applications were received in 2021 which meets the parameters of a typical application year for TDSB.</li> </ul>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p><b>COVID Cases</b>  As per ministry's directions school boards are no longer required to submit COVID cases numbers. TDSB has made the decision to continue to inform directly impacted positive cases as confirmed by the PCR tests. No longer reporting COVID cases on website.  The Ministry of Education requires all schools to submit absences for students and staff each day. For over 30% absence in school and if related to COVID a communication to families will be sent.</p> <p><b>Profiles of school council on school websites</b>  The update of the school council on the school webpage is under the purview of the school administrator. Staff is working on setting up reminders and instructions for administrators who may be new to the system.</p> <p><b>Communication presentation</b>  Staff can present either in March, to PIAC or PIAC's working group of all the resources and information that are available for parents.</p> <p><b>TDSB Library and learning resources</b>  Staff Suzan Joueid CAP has offered to present on the resources available to PIAC's school councils support working group.</p> <p><b>Virtual Learning</b></p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>Students in virtual learning are connecting with their home school and receiving communications from their home school.</p> <p><b>Graduation ceremonies</b> Staff are working on the ceremonies for participation for students in virtual learning to be part of the home school.</p>		
PCEO Update	<p>A written report from PCEO was distributed to the committee.</p> <p><b>School Council Insurance Program</b> Staff presented that school councils insurance is now covered under TDSB’s existing general liability coverage as of January 1, 2022 at no extra cost. The school Council insurance coverage is limited two TDSB sanctioned activities, school council members and volunteers are also covered under this new plan. For permit purposes, if a school Council requires a certificate of insurance a new form is to be used and signed off by the principal and submitted to our risk management department. The insurance coverage will cover any events aligned with TDSB policies that take place on TDSB property, as well as off property.</p>		
Q& A	<p><b>Bylaw template</b> Concerns on staff accountability and the time frame.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>How the board interacts with school council operations written policies and procedures? How will staff present accountability in a formal manner?</p> <p>Staff is reviewing the PO23 policy and looking at the following: the boards responsibilities around school councils and or further procedural development of the policy. Staff to look at developing school council procedural pieces for the district in the PO23 policy review.</p> <p><b>COVID Tracker</b> Has TDSB looked at how COVID is being tracked at other school boards? Can principals share communication broadly to the whole school community than just the class or cohort about the COVID case? The board follows the direction from Toronto Public Health on COVID case reporting process. Staff to report back at the next PIAC meeting.</p> <p><b>School Councils By-laws</b> Concerns for schools that are not operating within regulation 612 and issues with parents due to no by- laws. There is need for the roll -out of by-laws in schools.</p> <p>By-laws were live in January and paused due to concerns flagged by PIAC.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>There has been significant number of responses and feedback were received from councils. Staff will be working with the PIAC recommendation on the by-laws.</p> <p>Staff were requested to share the changes and tweaks to the by-laws template with PIAC.</p> <p><b>School Council List</b> Accuracy of the school council list in the PCEO report to PIAC. Each year information is requested of the principal on the status of school council status. The list was generated based on responses received from staff in schools.</p>		
Working Group (WG) Reports			
Operational effectiveness WG	<p>A written report was distributed. The WG is looking for a co-lead.</p> <p><b>Discussion</b> Feedback was shared that the Google drive is not equitable for all PIAC member to access and will be discussed at the next WG meeting.</p>		
Strategic planning WG	<p>The working group to present the following at the next meeting: The terms of reference for working groups The ideas and themes for strategic planning, looking at series of two-hour sessions.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
Membership WG	<p>A written report was distributed.</p> <p><b>New Member</b> Crystal Stewart from Ward 6 was welcomed.</p> <p>Have the PIAC By-Laws been updated to reflect the new changes? The updated by-laws were circulated with buy-laws group and will be forwarded to the Operational Effectiveness WG</p> <p>Which PIAC members are retiring/graduating from PIAC this school year?</p> <p>Looking for suggestions for facilitators and/or speakers for PIAC Member Professional Development session. Tentative date: Saturday, June 11, 2022</p> <p>PIAC should connect with PCEO office for facilitators for speakers.</p>		
Consultation WG	<p>A written report was distributed to the committee.</p> <p>The working group is working on how PIAC receives regular requests for policy consultations and tracking the consultations. More PIAC members be informed to participate in upcoming policy consultations.</p>		
School Councils Support WG	<p>A written report was distributed.</p>		
Event WG	<p>A written report was distributed.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>The Event is being planned for Saturday November 19 and Sunday November 27, 2022.</p>		
<p>Communication and Outreach WG</p>	<p><b>PIAC Spotlight</b> The WG looking to feature PIAC member for PIAC Spotlight.</p> <p><b>Discussion</b> Zoom license is for two years. The budget request also includes the reimbursement of previous expenses incurred by former PIAC members D- Williams and Wilmar Kortlever.</p>	<p>Motion by Seema (W18) The communication Working Group would like to have an approval of \$6,000 of PIAC budget for the communication expenses for Zoom MailChimp, website and three Google workspace licenses.</p> <p>Motion seconded by Janice (W11).</p> <p>In favor: 19, Abstain: 0, Opposed: 0</p> <p>Motion caried</p>	
<p>Ward update</p>	<p>Ward 4- A student advisory committee for ward 4 for student voice.</p> <p>Ward 11- Northern Secondary school hosting on March 1<sup>st</sup> at 7 pm speakers on learning and types of learning. Psychology <a href="https://www.nsscouncil.com/whatson.html">https://www.nsscouncil.com/whatson.html</a> For a link to join, email <a href="mailto:nss.school.council@gmail.com">nss.school.council@gmail.com</a> with "Help" in the subject line.</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p><b>Remembering Trustee Sheila Cary-Meagher</b></p> <p>The committee remembered in respect of the Late Trustee Sheila Cary- Meagher.</p> <p><b>Vaccination Clinics</b></p> <p>How can vaccination clinics be set up in schools?  Clinics are run by Health partners and in consultation with senior staff and facility staff, staff look at the layout of the schools for appropriate spacing and entrances and exits to run the vaccination clinics.</p>		
New Business	<p><b>School Shooting in David and Mary Collegiate.</b></p> <p>PIAC members discussed the tragedy that occurred at the David and Mary Collegiate in Ward 17. It was noted that there is no Ward 17 PIAC Rep or parent school council for the school.</p> <p>How can PIAC support the school and families in ward 17?  Staff reported that the director, executive superintendents for the school have been all day providing support for the communities specifically staff and students and the impacted families.</p> <p>Local in- person supports are being provided at the local community center as well as virtual supports being provided to the community.</p>		



ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>External school website shows a school council and community meetings were held at the school.</p> <p><b>Neighborhood Watch</b>  Can the Board involve Community Liaison group in the Neighborhood Watch during crisis?  City of Toronto’s community crisis response unit team in collaboration with groups is sent to providing immediate supports to the families during crisis. Several agencies and partners are doing outstanding work in communities.</p> <p><b>PIAC Engagement</b>  PIAC needs to advocate and outreach for membership. Support the Trustee at events to engage with the community and to recruit PIAC Reps for the ward.</p> <p>Reminders need to go out to councils and to administrators that parents need to be involved in committees such as safe and caring schools, SIP, Staffing and Budget committees.</p> <p>Staff needs to look at the supports requested by community and report on how the community was supported.</p> <p><b>Islamophobic Comments</b>  Ward 21 reported case of Islamophobic comments at schools and urged the board to have a strategic plan to handle</p>		

ITEM	DISCUSSION	MOTION	RECOMMENDATION
	<p>situations that are harmful for students.</p> <p>The board is working on hate, bias, and discrimination incidents the work is ongoing and the board continues to educate interrupt repair heal and educate.</p>		
Adjournment	Meeting adjourned at 9: 39 pm by Andrew W 2 <sup>nd</sup> by Abdul Azeem M		