

PIAC Working Group REPORT

Working Group	Event- Navigating Through the School Year – Ready, Set, Engage!
Date	
Description/Objective	<p>Online Virtual Conference through Zoom platform. Two days of workshops for parents to engage in and learn from. Online registration was through EventBrite</p> <p>Event date: Saturday, November 21 & Sunday November 23, 2020. Program Time: Saturday 10:30am – 2:30pm, Sunday 10:30am – 3:45pm</p>
Update from Wrap Up Meeting	<p>Registration/Timing</p> <ul style="list-style-type: none"> • 440 registered in one week. In the past years, there would be about 650 registered in person. • Timing worked well for all • The virtual attracted a different crowd this time <p>Online Set-up:</p> <ul style="list-style-type: none"> • Need a paid acct for listing all 600 schools <p>Participants/Volunteers:</p> <ul style="list-style-type: none"> • Improve the timeline /deadline for the workshop cut-off. No less than 10 days before the conf date start. Preferably 2 weeks. • Allow only 10 workshops per session. The forms must set up only allow the 10 workshops. Can we provide the presenters template earlier? • The opening ran well • Michelle Munroe – Keynote speaker should be mandatory school councils talk. We should have her record and we share it with all the school councils. Her talk needs a more succinct title? Maybe she can address school council concerns more specifically. Maybe we can ask Michelle to have a Q&A wrap up? • Wish Mante Molepo used School Council instead of Student council and parent council. • Consider having a male speak if a female speaker is on the other day. Have the balance of representation. • PIAC alumni as keynote speakers? • Especially useful to have backup people check into workshops • Need to make sure to ask presenters to keep their presentation to 45 minutes and have 15 minutes of Q&A. Also need to make sure they start in their correct workshop time slot and inform them of any translators from beforehand. Perhaps see if translators can set to another channel for audience in need. • Need to check all tech of presenters for quality • Able to provide more volunteer hours for the high school

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	<p>students.</p> <p>Workshop:</p> <ul style="list-style-type: none"> • Theme mostly geared to school council, however, there were other workshops for parents. Can we present more workshops on basic parenting besides the school council and parent engagement? • CSW’s partnership and can we learn from each other? Really enjoyed the CSW presentations. Is there a way for a PIAC Rep to partner with a CSW and do presentations together in the future? (Nazerah) <p>Ward Breakout:</p> <ul style="list-style-type: none"> • Concept was very much loved and needed going forward. Going forward consider providing more time and better instructions of what is expected from the Trustee’s or reps, so they have a clear picture...perhaps provide some lead questions to get them started. • Some technical issues creating the breakout room due to the variations of Zoom being used by users. <p>Funds:</p> <ul style="list-style-type: none"> • Perhaps spend funds on funds on end user experience for the virtual conference? Would this be in the form of a survey? • Funds used out of a \$10,000 budget was \$2,371.48 <p>Attendees Troubleshooting:</p> <ul style="list-style-type: none"> • There was parent who had difficulty and may have not scrolled all the way down? <p>Event Troubleshooting:</p> <ul style="list-style-type: none"> • Link was incorrect for some of the workshops? We should make sure we have the right link. There was an issue in creation for the links. Each zoom account must create its own meeting. There could be confusion when creating these meetings. <p>Zoom Training:</p> <ul style="list-style-type: none"> • Was really appreciated!!! <p>Feedback:</p> <ul style="list-style-type: none"> • Feedback was that it was able to include more parents. Including PIAC members who were able to attend one and

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	<p style="text-align: center;">maybe not both days.</p> <p>Going forward:</p> <ul style="list-style-type: none"> • Need to start looking at if we can manage other conference in the spring? • Post COVID-19, what will we do? Virtual, in person, hybrid? • Improved and clear marketing. Need to start immediately after PasP • Be mindful when setting dates to be inclusive of everyone • Need to make a list of all the communications that we use for events...make a timeline list. E.g., 6 weeks before. <p>*Note that you can use your students’ TDSB device for this conference.</p>
Motion(s)	None
Next Steps and Action items	<ul style="list-style-type: none"> • Look into a paid Eventbrite account. • Mention that each participant should have the latest version of Zoom downloaded for the best experience and add it to the presenter package. • We should have the workshop presenters make sure they click on the correct workshop time OR we make each presenter use a different log in -instead of the same login) Should we use military time? • The translator was doubled the time of the presentation as everyone could hear the translator. It is not supposed to work this way. The translator is supposed to be using a different channel. • Get a screen shot training for presenters? • Need to make a list of all the communications that we use for events...make a timeline list. E.g., 6 weeks before. • Need to make use of our mailing list and what is our permissions to contact them again?
Co-lead(s) <i>(Name and Email Addresses)</i>	Felicia Seto-Lau mamafaves@hotmail.com Nadia Judunath njudunath@gmail.com

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Working Group Members <i>(Name and Email Addresses)</i>	Sharon Grant Chris Levein Mark Ramcharan Seema Mitchell Sylvester Witter John Bakous Wilmar Kortleever Shanti Chand Nazerah Andrew W Jess Hungate Zena Shereck Latha John