



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

**Meeting Date:** February 16, 2021

A meeting of the Parent Involvement Advisory Committee convened on February 16, 2021 from 7: 00 p.m. to 9:57 p.m. via Zoom with PIAC Co-chairs D.Williams & Felicia Lau

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**Attendance:** Sharon Grant (W4 Rep), Patricia Seedial (W4 Alt), Jess Hungate(W5 Rep), Jaimala(W5 Alt), Mirian Turcios (W6 Rep), Dean Gray (W6 Alt) Alice Romo (W7 Rep), Kaydeen Bankasingh (W8 Rep), John Bakos (W8 Alt), Andrew Waters (W9 Rep), Cecile Farnum (W9 Alt), Denese Gascho (W10 Rep), Wilmar Kortleever(W11 Rep), Janice Barnett(W11 Alt), Aretha Phillip (W13 Rep), Syed Sumar Alam(W13 Alt), Nazerah Shaikh (W14 Rep) Jenny Gannon (W14 Alt), Sharleen Ahmed (W15 Rep), Kate Leuschen Millar (W16 Rep), Madelaine Hamilton(W 16 Alt), Abdullah Mamun (W19 Rep), Chris Levien(Ward 20 Rep), Nicole Marshall (W22 Rep), Nadia Judunath(W22 Alt), Towhid Noman(CLG), D.Williams (PIAC Co-Chair), Felicia Lau (PIAC Co-Chair), Trustee Trixie Doyle,

**Staff:** Superintendent Ian Allison, Associate Director Curtis Ennis, Latha John (Committee Assistant); Michelle Munroe (Central Coordinator, PCEO), Exec Superintendent Uton Robinson

**Regrets:** Glenna Wellington (W17 Alt)

**Absent:** Shafoli Kapur (W2 Rep), Vivek Rao (W2 Alt), Sarira Somani (W3 Alt), Charlotte Schwartz (W 10 Alt), Hanniya Sheikh (W12 Rep), Neil Faba (W15 Alt); Pargat Mudher (W17 Rep), Seema Mitchell(W18 Rep), Mark Ramcharan (W18 Alt),Shanti Chand (W19 Alt) Zuojun Han(W 20 Alt)

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ITEM	DISCUSSION	MOTION	RECOMMENDATION
Welcome & Introductions Approval of Quorum	Acknowledgement of Traditional Lands was done by Chair Williams. The committee was reminded of the code of conduct at meetings.		

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<ul style="list-style-type: none"> <li>• Acknowledgement of Traditional Lands</li> <li>• Declarations of Membership</li> <li>• Code of Conduct</li> </ul>		Quorum was achieved.	
Declarations of Membership			
Declaration of Actual Perceived, or Potential Conflict of interest	<p>Wilmar K (W 11 Rep) declared that in addition to being a parent &amp; PIAC member is also an employee of the Board (as Shared Services Liaison) occasionally support Board Trustees. Will refrain from participating &amp; voting on matters that materialize as an actual conflict.</p>		
Approval of Agenda		<p>Motion to approve the consent agenda to approve February Agenda and January minutes. All in Favour, Motion carried</p>	
PIAC Co-Chair's Update	<p><b>PIC</b></p> <p>PIAC Chairs reported on the Ontario PIC Connection- PIC chairs of Ontario to form a collaborative body with objectives and to do more outreach.</p> <p><b>PSSC</b></p>		

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	<p>PIAC Co-Chairs to attend PSSC meeting on February 17 and provide update.</p> <p><b>New Members</b></p> <p>PIAC Chairs welcomed the following new and returning members in the committee.</p> <ul style="list-style-type: none"> <li>• Dean Gray (W6 Alt)</li> <li>• Denese Gascho (W10 Rep)</li> <li>• Charlotte Schwartz (W10 Alt)</li> <li>• Kate Leuschen Millar (W16 Rep),</li> <li>• Madelaine Hamilton (W 16 Alt)</li> </ul>		
Trustee Update report	<p><b>Board meeting February 3</b></p> <p>Policy review schedule is now official.</p> <p>Advertising policy – the decision was made to refer the policy back to staff and staff brought back to the governance and Policy Committee.</p> <p><b>Planning and Priorities meetings</b></p> <p>These meetings are operational and are requested by trustees, the content for these meetings is based on questions that trustees get from parents and members of their community. PIAC members can also ask questions through their trustees.</p> <p><b>Special COVID Planning and Priorities meeting - January 26</b></p> <p>The meeting covered the numbers on the switch between virtual school in bricks and mortar and vice versa for both secondary and elementary. Staff</p>		

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	<p>presented different models to try and meet as many switches as possible.</p> <p><b>Special COVID Planning and Priorities meeting - February 9</b></p> <p>Staff provided the update on the switching; lot of work was done by staff and the work was appreciated. September device distributions update- COVID federal funding- \$24.4 million given to TDSB to pay for technology, air quality, ventilation, health and safety and transportation.</p> <p><b>Preparing for 2021-2022</b></p> <p>Ministry to determine the model for school year 2021-2022, Staffing is done in March, the Board must go ahead with pre COVID budgeting. Contingency planning by staff for virtual schooling next fall if required, virtual remote learning delivered in the local homeschool at the elementary level. Different model for high school because of the course offerings and the teacher qualifications.</p> <p><b>Fundraising for HEPA filters.</b></p> <p>Federal funding to be used to purchase 10,200 additional HEPA units. The new HEPA units will be distributed to occupied classrooms based on the quintile model as identified by the Toronto Public Health.</p> <p>Schools that did not get the HEPA filters will be permitted to fundraise for the units or get funded through</p>		

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	the central equity funds and or donations.		
Director of Education Report	<p><b>Switching in Schools</b>  Staff operated by the Toronto Public Health guiding principles -quintile model five categories of schools identified in communities as impacted by COVID. 5 being the most impacted and 1 being the least impacted. The focus for staff has been to work with the principle of least disruption by creating local hubs or remote hubs for schools.</p> <p><b>Elementary (Jk-8) Switch</b></p> <ul style="list-style-type: none"> <li>• 2100 students transferred to bricks and mortar schools from virtual schools.</li> <li>• 2700 transfers into virtual school from bricks and mortar schools.</li> </ul> <p>Staff looked at multiple factors in placing students in the switching process and avoid any human errors as much as possible in the process.</p> <p><b>Supports to Families</b>  Staff provided Bright space training to support and engage families.</p> <p><b>Staffing Allocation</b>  The focus for the Board is stability in the system and to bring students as close as possible to the home schools and remain flexible for virtual learning.</p> <p>The Board must follow the advice of Ministry of Education as the funding source for staffing allocation. Staffing</p>		

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	<p>accounted for the excess of 80% of the total budget.</p> <p>All decisions will be based on consulting with trustees, staff, unions, federation reps and parents.</p> <p>Important dates for staffing allocation</p> <ul style="list-style-type: none"> <li>• March 2, 2021- Budget and Enrolment meeting</li> <li>• March 10, 2021- Board Meeting</li> <li>• Staffing rollout in late March.</li> </ul> <p><b>ESL Support for students</b></p> <p>Due to pandemic the number of International students has decreased also impacting staffing allocation.</p> <p><b>Virtual Parent Engagement</b></p> <p>Superintendent Vicky Branco is the staff leading parent engagement in the virtual setting.</p> <p>Staff in consultation with PIAC’s Virtual Engagement WG are looking at vetting the process for having parents to support student learning with the early reading programs and various class learning programs.</p> <p>Staff are working on the newsletters for parents of virtual school students to stay connected with the information regarding their home schools.</p> <p><b>Educational assessment</b></p> <p>Professional Services staff are currently collecting data and planning the supports and assessments for students and families. Staff to report back to the committee with updates.</p>		

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PCEO Report	<p>The following were highlighted</p> <p><b>Parent Survey</b></p> <p>Staff are working on tabulating the survey and will be presented to the Exec committee for review. Staff to report back.</p> <p><b>PIAC Orientation.</b></p> <p>The orientation is scheduled on March 2<sup>nd</sup> and is mandatory for new PIAC members.</p> <p><b>School council updates</b></p> <p>Staff are working on supporting school councils who are experiencing challenges with zoom, messenger or school council email accounts.</p> <p>John Manalo will continue to support PIAC members with the TDSB shared ward email.</p> <p><b>School messenger</b></p> <p>School messenger were rolled out, some school council members were able to get support from the school messenger helpline provided by the company which has identified glitches in the system. The issues have been resolved by IT.</p> <p><b>Zoom</b></p> <p>Some school councils are having challenges with zoom and TDSB's IT staff are working on resolving the issues for school councils.</p> <p><b>Parent participation in Vice principal Interview Process</b></p> <p>Over 100 parents and caregivers submitted their expression of interest in the process.</p>		

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	<p>The training took place virtually on February 9,2021 and 50 parents/ caregivers got trained in the session.</p> <p>Employee Services have confirmed that they are equipped with the number of trained parents/caregivers for the February/ March round of interview panels. All interviews will be held virtually.</p> <p><b>Parent Reaching Out Grant</b></p> <p>52,000 of the grants will be allocated to supporting school councils on grant initiatives for anti- oppression, anti-bias anti- indigeneity issues.</p> <p>20 applications were received and the deadline for application is March 1, 2021.</p>		
Q & A	<p><b>Fundraising Policy</b></p> <p>The delay in the Fundraising Policy Review rescheduled to next year.</p> <p>Response</p> <p><i>Staff to report back, many of the policy reviews have been suspended or deferred. staff are currently developing a virtual consultation process.</i></p> <p><b>Advertising Policy</b></p> <p>The proposed changes to the advertising policy and the impact on the use of school messenger by school councils.</p> <p><i>Central approval is required for messaging on fundraising. The actual procedure will be developed by staff after the review of the policy and will</i></p>		



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	<p><i>apply to emails, social media posts and other forms of communication.</i></p> <p><b>Review of PRO Grant proposals</b></p> <p>Parent be part of that panel that does the evaluation of the program</p> <p><i>PIAC Reps who are interested to be part of the review proposals can reach out to staff.</i></p> <p><b>Federal funding amount to TDSB to restart schools for COVID.</b></p> <p><i>Trustee Doyle to follow with PIAC on the funding amount to TDSB.</i></p> <p><b>PRO Grant application</b></p> <p><i>Staff are reviewing the applications as they come in and the allocation of the grant will be communicated as soon as the review process is completed.</i></p> <p><b>PO23 -Parent Engagement Policy update.</b></p> <p><i>Staff are working on the report with the key pieces with the addition of the virtual piece and the proposed timeframe for the roll out of the policy to the Governance and Policy committee in March.</i></p> <p><b>Communication Strategy of the Board</b></p> <p>The timelines on the communication of contingency plans to parents for next September.</p> <p><i>The Board decisions are dependent on the ministry and the health authorities. Staff are looking at late spring on the communication path with parents.</i></p> <p><b>Federal government for individuals and parents/ caregivers.</b></p>		

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	<p><i>That is from the federal government ongoing financial support for parents/caregiver claim who may not be working or not returned to work.</i></p> <p><b>Update on the Board’s consultancy timelines for Parent Engagement Policy, Fundraising policy and Specialized Schools and Programs Policy consultation</b></p> <p><i>Staff are working on the revising the policy review plan and the processes with the virtual consultation process.</i></p> <p><i>PCEO report to have PO23 consultations update as a standard item for PIAC.</i></p> <p><b>Timelines for fundraising and staff approval and supports on fundraising.</b></p> <p><b>Funding for Zoom accounts for parent engagement school councils for 2021-2022</b></p> <p><i>The school council zoom account was supported by PRO Grant; the school council licenses is available till August 2022. The Board is looking at possible extensions and on the budget availability.</i></p> <p><i>Advocating for parent engagement funding, to advocate to Board and Ministry of Education, for PRO Grant and Board Budget process.</i></p> <p><b>Supports for all students on mental well being, extra curricular activities and graduations</b></p> <p><b>Inequities among schools and students on graduations and celebrations.</b></p>		

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	<p><i>Staff are working on safety protocols with consultations and following parameters set by Toronto Public Health, and the larger public health units.</i></p> <p><b>Class list for virtual schools</b></p> <p><i>Staff are working on the class list and report back to PIAC in March.</i></p> <p><b>Allocation of staff for students with IEPs</b></p> <p><i>Staff to provide an update on special education in March</i></p>		
Working Group (WG) Reports			
Budget WG	<p>The WG report was distributed and presented by the budget WG lead.</p> <p><b>Discussion</b></p> <p>The committee discussed using funds to supplement school council programs.</p>		
PIAC Event WG		<p>Motion by Nadia J that PIAC strike a spring event working group to investigate and work with the PCEO towards the virtual spring parent engagement education event with a budget of up to \$10,000. Motion was seconded by Jess H.</p>	

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		<p>In favour: 14 Abstain :1</p> <p>Opposed: 0</p> <p>Motion carried.</p>	
Consultations WG	The WG report was distributed and presented by the WG lead.		
Virtual Engagement WG	<p>A verbal update was provided: Superintendent Branco to lead and support virtual parent engagement. CSW Ian McPherson also supporting the work.</p> <p>Staff are working on the following</p> <ul style="list-style-type: none"> <li>• Parent to parent contact</li> <li>• Parent volunteering in the classroom.</li> <li>• Newsletters in Virtual school</li> <li>• Public meetings - biweekly meetings</li> </ul> <p><b>Thought Exchange</b></p> <p>Request to staff on the timeline for the results of the parent survey. The WG would like to send a Thought Exchange around a parent engagement to parents.</p> <p><b>Discussion</b></p> <p>The works is in process for staff in research to provide a report on the results of the parent survey.</p>		
Communications and Outreach WG	<p>The WG is working on:</p> <ul style="list-style-type: none"> <li>• PIAC website</li> <li>• PIAC google drive organizing</li> </ul>		

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	<ul style="list-style-type: none"> <li>• PIAC toolkits -monthly checklist</li> <li>• Updated Election document</li> <li>• Updated School Councils document</li> </ul> <p><b>Resources</b></p> <p>Community Support Workers who support 150 model schools. The website has a lot of resources, information and list of events/virtual workshops.</p> <p><a href="https://sites.google.com/tdsb.on.ca/cs/ws/home">https://sites.google.com/tdsb.on.ca/cs/ws/home</a></p> <p>Model schools parent engagement site <a href="https://www.tdsb.on.ca/Community/Model-Schools-for-Inner-Cities/Parent-Engagement">https://www.tdsb.on.ca/Community/Model-Schools-for-Inner-Cities/Parent-Engagement</a></p> <p>Parent academies <a href="https://sites.google.com/tdsb.on.ca/cs/ws/parent-academy?authuser=0">https://sites.google.com/tdsb.on.ca/cs/ws/parent-academy?authuser=0</a></p> <p>Workshops are virtual open to any parents.</p>		
By-Laws WG	<ul style="list-style-type: none"> <li>• The WG has presented a workplan timeline</li> <li>• The WG to develop a goggle form to for feedback on governance from members of PIAC.</li> <li>• The WG will present the feedback for further discussion with the Committee and PIAC’s WGs.</li> <li>• Survey to be done in April</li> <li>• A draft By-laws to presented in May.</li> </ul>		

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	<p>Discussion/ suggestion</p> <ul style="list-style-type: none"> <li>Request to WG on the interpretation of quorum in By-laws.</li> <li>The Google Form to include the By-Law numbers for tracking the amendments/revisions will take place.</li> </ul>		
Membership WG	<p>The WG welcomed the following new members and re-elected members to PIAC</p> <p><b>New PIAC Members</b></p> <ol style="list-style-type: none"> <li>Denese Gashco (W10 Rep)</li> <li>Charlotte Schwartz (W10 Alt)</li> <li>Madelaine Hamilton (W16 Alt)</li> </ol> <p><b>Returning PIAC members</b></p> <ol style="list-style-type: none"> <li>Dean Gray (W6 Alt)</li> <li>Kate Leuschen-Millar (W16 Rep)</li> </ol> <p><b>Motion Discussion</b></p> <p>The committee discussed in length on the communication process, the best practices on declaring the vacancies.</p> <p><b>Virtual Elections</b></p> <ul style="list-style-type: none"> <li>For virtual elections that was held the voter registration form was not being used by the trustees or the parents.</li> <li>Issues with getting nominations from the floor and vetting them.</li> <li>The existing election guide is from December 2018.</li> <li>The committee needs to discuss this further with PCEO &amp; PIAC members to determine the</li> </ul>	<p>Motion by Janice to declare the following vacancies, due to absences, effective immediately:</p> <ul style="list-style-type: none"> <li>Ward 2 Rep</li> <li>Ward 17 Rep</li> </ul> <p>Motion seconded by Andrew W.</p> <p>In favor 12, Abstain:1 Opposed:1 Motion carried.</p> <p>Motion to extend the meeting by 20 minutes by Sharon G, the motion seconded by Dean G. All in favor.</p>	

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	<p>process for virtual elections in wards.</p>		
Strategic Work plan WG	<p>The WG acknowledged the work of all the WG with the Strategic Plan.</p> <p>The WG are looking into leveraging the Google documents, template for all WGs to capture the strategic plan objectives be updated and captured on to the Google Doc document.</p> <p>The proposed date for the next strategic planning committee meeting Saturday May the 15, 2021 between 9-3pm.</p>		
Ward update	<p><b>Ward 16-</b> Learning Centre 4 Model schools to run a By-Laws workshops.</p> <p><b>Ward 14 &amp;11</b> Zoom event with 136 attendees regarding scholarships and apprenticeships was held and was a successful event.</p> <p><b>Ward 22</b> Student mental health and well being during COVID forum, and that will be on Thursday, February 25, at 7pm. TDSB system leader of mental health and professional support services- Shameen Sandhu to present the student mental health aspects.</p>		
New Business	<p><b>School Year Calendar 2021-2022</b></p> <p>PIAC Member Andrew W is part of TDSB calendar committee representing PIAC and is seeking feedback from the committee.</p>		

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	<p>School Year 2021 to 2022 Christmas and New Year’s Day falls on a Saturday, the winter break would be two weeks and one day.</p> <p>All school dates must be set in 194 days out of which 187 must be instructional days for students.</p> <p>School may be required to start at least one day prior to Labor Day and there would be no instructional days prior to Labor Day,</p>		
Adjournment	Meeting adjourned at 9:57 pm		