Toronto District School Board

Name of Committee: Parent Involvement Advisory Committee

Meeting Date: October 20, 2020

A meeting of the Parent Involvement Advisory Committee convened on October 20, 2020 from 7: 00 p.m. to10:05 p.m. via Zoom with PIAC Co-chairs D.Williams & Zena Shereck

Attendance:	Vivek Rao (W2 Alt), Felicia Lau (W3 Rep), Sarira Somani (W3 Alt), Sharon Grant (W4 Rep), Patricia Seedial (W4 Alt), Jess Hungate(W5 Rep), Alice Romo (W7 Rep), Kaydeen Bankasingh (W8 Rep), John Bakos (W8 Alt), Andrew Waters (W9 Rep), Cecile Farnum (W9 Alt), Sylvester Witter (W10 Rep), Wilmar Kortleever(W11 Rep); Janice Barnett(W11 Alt), Aretha Phillip (W13 Rep), Nazerah Shaikh (W14 Rep) Jenny Gannon (W14 Alt), Sharleen Ahmed (W15 Rep), Kate Leuschen Millar (W16 Rep), Seema Mitchell(W18 Rep), Mark Ramcharan (W18 Alt), Shanti Chand (W19 Alt),Chris Levien(Ward 20 Rep), Zuojun Han(W 20 Alt), Nicole Marshall (W22 Rep), Nadia Judunath(W22 Alt), Towhid Noman(CLG), D.Williams (PIAC Co-Chair), Zena Shereck (PIAC Co-Chair) Trustee Rachel Chernos Lin,
Staff:	Associate Director Karen Falconer, Latha John (Committee Assistant);Michelle Munroe (Central Coordinator, PCEO), Executive Oficer Ross Parry; Exec Superintendent Uton Robinson
Regrets:	Neil Faba (W15 Alt)
Absent:	Faduma Qalinle (Ward 1 Alt), Shafoli Kapur (W2 Rep), Jaimala(W5 Alt), Mirian Turcios (W6 Rep), Dean Gray (W6 Alt) Hanniya Sheikh (W12 Rep), Syed Sumar Alam(W13 Alt), Pargat Mudher (W17 Rep); Glenna Wellington (W17 Alt), Abdullah Mamun (W19 Rep),

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

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• Acknowledgement of Traditional Lands • Declarations of Membership • Code of Conduct		Quorum was achieved.	
Declaration of Actual, Perceived, or Potential Conflict of interest	Wilmar Kortleever W 11 Rep declared himself as a freelance TDSB Staff.		
Approval of Agenda	Agenda Item #13 Strategic planning deferred to the next meeting.	Motion to approve the agenda as amended by Kate LM 2nd by Nazerah S All in Favour. Motion carried	
Approval of Minutes September 22, 2020		Motion to approve the September 22, 2020 minutes by Wilmar K 2nd by Andrew W All in favour motion carried.	
Declarations of Membership	The rationale for the motion: The aim of this motion is to use best practices to streamline this administrative part of the online PIAC meetings. When in person general meetings were allowed, there was a physical sheet for sign in declaration of eligibility for members, guests and visitors. Only members who connected by phone dial-in were required to state	Motion by Sharleen A. Be it resolved that PIAC members will declare their membership eligibility using electronic means at least 48 hours prior to a PIAC Meeting. The motion	

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	their membership eligibility verbally. With the current and ongoing necessity to meet virtually, it is proposed that the sign in declaration is recreated virtually for all members. All members are encouraged to submit their declaration of eligibility at least 48 hours prior to each PIAC general meeting **Discussion** The submission requirement of 48 hours prior to the meeting was debated among members.	is seconded by Andrew W Motion was amended by Sharleen A. Be it resolved that PIAC members will declare their membership eligibility using electronic means at a reasonable time prior to a scheduled PIAC meeting. The motion as amended was seconded by Andrew W. All in favour, motion carried.	
Trustee Report	**Director's search committee** The job has been posted and the committee is awaiting applications. **Staffing and reorganization** • Many more families have moved from bricks and mortar to virtual school than anticipated by the Board. • The Board is understaffed in both French immersion as well in the English program. • The Board is working on virtual schools be staffed appropriately. • At the November Board meeting staff to report on the secondary review		

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Director of Education's Report	**Virtual school council meeting** Associate Director shared a happy story from Ward 13 school council chair regarding school council meeting. The meeting was well attended by 55 parents, positive feedback on the process and Don Valley middle school staff. Many caregivers and parents can access school council meetings virtually because of the pandemic. **Reorganisation** **Staff Leadership Updates** • Associate director Manon Gardner is leaving in November 26th. • Superintendents Jane Phillips-Long who leads virtual schools will retire in end of November. **Demographics of student representations in Virtual School.** • Black students are evenly divided between in person and virtual schools. • South Asian and East Asian communities are overwhelmingly represented in virtual schools. • Most students in virtual schools are from families whose second language is English or newcomer families and families with moderate income level. • Staffs are working to serve the best interest of all students by placing people with significant leadership abilities. **HEPA units** The Ministry of Education are providing monies for HEPA units. Staff will be		

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	receiving a list of the schools that are getting the heavy units and the Board is looking to purchase approximately 6000 units to support all classrooms with no operable windows. **Reorganization** • Two very large reorganizations took place both in the virtual schools as well as in the brick and mortar schools. • Students within brick and mortar schools are now able to see their timetables in a more organized way. • Teachers have settled with the classroom changes and way of learning. **Virtual schools.** • 66000 elementary school students are in virtual schools with 66 vice principals and administrators which equates to the ratio 1 to 955. • The Board is working on rightsizing to support virtual schools with additional superintendents and principles, additional resources and infrastructures, more ECE staff for kindergarten classes, additional office support staff for virtual schools. **School Newsletter** Newsletters system being developed by a home school for connectivity between the home schools and the virtual school students. **School Council Budget** No changes to the school council budget regardless of families who have gone virtual or have stayed in school.		

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Communications	**Communication Strategy of the Board** • This year with the reorganization the Board's communication strategy has been significant and challenging, the Board website was redesigned to direct and provide information regarding virtual school, in person school, French programs and other information. • Staff has worked tirelessly in setting up the virtual schools equivalent in size to some school boards in Ontario. • Communication with parents is done via central email list and also via phone calls to around 5000 parents who have not shared their emails with the Board. • Communications is working with IT service to provide for text capability options through school messenger to phone numbers identified as cell phones. • The Board is reaching out to parents to update the parent email list and is creating separate email base for virtual school and in person school parents. • TDSB's Communication in coordination with Toronto Public Health with timely communication to individual schools on COVID cases or outbreaks in schools following required confidentiality agreements. • Communications on health and safety procedures information across for all 180000 students who attend in person schools. • Communication department also provides supports to the government relations division for presentation to		

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	the ministry related to COVID. • Communication also works on direct presentation to the caucuses of Queens Park on topic such as racism and anti oppression.		
Q&A	➤ What channels are being used by the Board to communicate to parents other than social media, not all parents are on Twitter, and how are parents receiving communications in an effective manner? *The Board is looking at webinars using scribble live technology which allows for the combination of a direct presentation and live questions that can be answered on the spot.* *For parents who missed the presentation can be access the presentation for two weeks.* ➤ Parent concerns -Parents have felt there is a significant failure in communication. ➤ A platform to provide accountability in virtual school councils. ➤ Virtual ward forums for parents to be connected to each other, voice concerns and give feedback. ➤ Survey for virtual parents- Virtual parents wanted to be connected with each other and move forward through parent groups or class lists ➤ Best practices for virtual school parent and caregiver engagement *Staff were overwhelmed by the virtual*		

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	school enrollment and the staffing of virtual school was understaffed.
	
	Additional 40 vice principals and additional central staff are being allocated to the virtual school.
	
	Staff are developing the one to one communication strategy for the virtual school.
	
	➢ Outdoor learning-Consistent messaging on outdoor learning and consistent outdoor learning resources across all schools of the Board.
	
	Outdoor Education department has been running professional development and classroom learning support. Parents should communicate to their principals on the outdoor learning in their schools.
	
	   ➢ Secondary Reorganisation -What operational consideration and timelines are staff taking in the planning on the secondary reorganisation?
	   ➢ What are the new communication strategies tactics and a space for dialogue?
	   ➢ How can PIAC assist in this process?
	
	Secondary Reorganisation
	
	A letter will be sent to families explaining the local model.
	
	The Board is committed to address student program needs locally and don't intend to take anymore secondary teachers out of the school.		

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	The model has to be approved by the learning centre Exec Superintendent and compliant with collective agreements.		
	In the current model all secondary students are already in half day, every secondary teacher has been involved virtual teaching in the school and the model will be able to pivot to student needs more easily than elementary.		
	Students who wish to go virtual will be able to go virtual in a different format. ➢ Communication on Secondary Reorganisation.		
	The communications will be done internally first with principals, then teachers and then to students and families.		
	The communication strategy to be developed based on feedback and survey information received from families		
	The communication with the virtual school is different with bricks and mortar school parents. Virtual school families still want to be part of their school community.		
	Feedback on Board communication via phone		
	The 800 phone number used by the Board could be considered as spam by parents, the Board should consider that the number be identified as TDSB.		

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	Feedback on virtual high school and elementary school ➢ The process for virtual school needs to be differentiated for high school and elementary. ➢ The Board should look at the virtual school set up if it should continue in the next school year. Parents are disconnected and less informed regarding virtual schools set up. ➢ Virtual schools need to be staffed appropriately with teachers within the system, learning network or learning centres and not staffed with teachers from Ottawa or other provinces.The Board is catering to same number of students whether in person school or virtual. *The Board is working on staffing up the learning centres to have the local connection for all virtual school families.* *The Board is facing a great shortage along with all the GTA Boards for French language teachers in the FI program and out of province teachers may be required to be hired*. ➢ What are the demographics of virtual high school? *18,000 students are in virtual secondary school the demographic study shared by staff was for both elementary and secondary.* *Families who are more educated and had a post secondary education likely to choose in person schools. The largest*		

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	percentage of student in-person was the grade 9 cohort. The fewest number of students in person is JK and SK ➢ Devices-Information on devices for virtual learning and fundraising by school councils for devices. *The Board was able to distribute 60,000 between April to June. Around 10,381 devices were requested between September to October. Challenges of distribution ,Chrome books as preferred devices and in backorder.* *Funding from the Ministry for devices will be received by the Board.* ➢ What is the Board's plan for students who have no teachers yet? ➢ Many parents are outranged by the lack of teachers. ➢ Why can't Board have a Synchronous model for students who have no teachers? *The Board was able to assign a teacher for every single student.* *The synchronous model with collective agreements would be complicating.* *Some GTA boards that have tried model with challenges such as absenteeism among teachers.* ➢ Is there any change in the grade 8 applications for high school? Is there any communication on the application processes? *The delay is with the de-streaming and academic pathways. Programing expectations have changed for high*		

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	school and communication to follow. Secondary virtual school ➢ Will the current virtual secondary school students have the option to join the proposed new virtual model in their own home secondary school? *The Board to look at the student needs in school and current collective agreements. The options may be different from school to school factoring in the terms of volume and space.* ➢ Are there any parent engagement sessions planned by the Board? ➢ Communication process with parents-Is there an opportunity for a queue system in the Board's communication process with parents, can system generate a reference number regarding requests for information or feedback? Staff noted all suggestions and thanked PIAC for all their feedback.		
PCEO Report	**School Council Update** Staff provided school council operations update to all schools, school council chairs and PIAC. **Parents as Partners Conference** • Over 300 parents have registered for virtual event. • The event aims to provide parent caregivers information on a variety of areas • PIAC members who are available to		

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	moderate or introduce the facilitators monitor chat or session		
	Parent Reaching Out Grant		
	A proposal of amount allocation was presented to PIAC. Any recommendation or feedback on the allocation to be send to Michelle Munroe.		
	Consultation working group		
	Request to PCEO office about the Board's policy constitutions.		
	Staff to follow up and report back to PIAC's Consultation WG.		
	School Messenger		
	➢ Is there a timeline for school messenger rollout?		
	IT staff are occupied with supporting virtual schools causing the delay in the rollout.		
	➢ Can the language of the communication protocols be more accessible for parents?		
	Many levels of staff approval required for changing the document.		
	PIAC can create a preamble that could go with the documents.		
Co-Chairs Report	**Working Groups** Members require to sign up for the working groups. **PSSC** The Co-chair will be attending the next PSSC is on October 29th **PIAC Meeting Recordings** Requests from community for PIAC meeting recordings to be posted.		

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Working Group (WG) Reports			
Budget WG	• The budget working group met on October 15th. • Andrew Waters and John Bacchus were claimed as the leads of the Budget WG. • The allocation from the ministry for PIAC 2020-2021 is $45883. • The Budget WG presented an estimate of expense projection: • $10,000 for the November event • $10,000 for the PIAC strategic planning • $7000 for PIAC general meeting expenses • The WGs of the PIAC committee needs to identify the spending for the remaining budget of $18000 submit to the budget committee and for approval at PIAC.		
November Event WG	• The WG requested for availability of PIAC members who are available to moderate or facilitate for the event on November 21 & 22. • The WG request members to share topics of Interest from the parent community or present workshops and participate in the event. • The title for the event is Ready Set Engage Navigating e the school year together.		
Membership	The WG provided the following update • Seven vacancies currently • All PIAC to use the working group Google sign up form to join WGs. • The form can also be used by community members to join the WGs. • The current leads for membership WG is Nazerah S and Janice B		

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Communication and Outreach WG	The WG leads are Wilmar K and Seema M. The WG to meet and any suggestion from members to contact the leads.		
Consultation WG	The WG leads are Kate LM and Shanti C. WG discussed the following to engage: • Status of the secondary school review • Communications feedback for parents • PVP WG (Parent participation in the Vice Principal hiring) working group • School Statement of Needs (SSON)		
Nominations WG	• The nomination working group leads are Andrew W and Wilmar K • The election to be held at the next meeting which is November 17th. • The WG is investigating online platform to let the parent membership vote. • The PIAC voting structure one vote for each ward. Each ward to indicate if the REP or ALT would vote representing the ward. Each ward and the CLG will get the link to vote. • The WG was asked if nominations where taken from the floor or not? • The WG to look at the procedure and get back to the committee.		
Strategic Planning	Deferred		
Ward update	**Ward 4** Collaboration amongst the principals at the elementary school and the principal of the high school and the trustee. Ward 4 Elementary school is doing outdoor learning successfully. School council's elections are being held.		

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	Ward 7 Lots of parent engagement, Facebook groups and parent groups are virtually connected and outdoor learning. Frequent posts from Trustee Pilkey are well appreciated by the parent community, lot of information being shared. **Ward 13** Parent WhatsApp group with over 300 parents and growing. Lots of updates and effective way to engage parents. **Virtual WG** - Parent Engagement in the virtual school, the committee discussed the need for an ADHOC WG. - Consultation WG can Co-lead on the work of the WG. - As per PIAC's strategic plan and direction the work of the ADHOC WG should be implemented into the work plan of all the PIAC's WGs - The WG recommendations can be shared with the ministry.	Motion by Wilmar K to strike a Virtual School WG, seconded Jess H All in favor, motion carried.	
New Business			
Adjournment	Meeting adjourned at 10:05pm.		