



Name of Committee: Parent Involvement Advisory Committee

Meeting Date: October 19, 2021

A meeting of the Parent Involvement Advisory Committee convened on October 19, 2021 from 7: 00 p.m. to 10:17 p.m. via Zoom with PIAC Co-chairs D.Williams & Felicia Lau

Attendance: Pinar Ozyetis (W2 Alt), Sharon Grant (W4 Rep), Patricia Seedial (W4 Alt), Mirian Turcios (W6 Rep), Alice Romo (W7 Rep) Kaydeen Bankasingh (W8 Rep), Andrew Waters (W9 Rep), Cecile Farnum (W9 Alt), Janice Barnett(W11 Alt), Susan Lee(W12 Rep), Aretha Phillip (W13 Rep), Jenny Gannon (W14 Rep), Nazerah Shaikh (W14 Alt), Sharleen Ahmed (W15 Rep), Kate Leuschen Millar (W16 Rep), Madelaine Hamilton(W16 Alt), Seema Mitchell(W18 Rep), Shanti Chand (W19 Alt),Chris Levien(W20 Rep), Abdul Azeem Mohammed(W21 Rep), Nicole Marshall (W22 Rep), Towhid Noman(CLG), D.Williams (PIAC Co-Chair), Felicia Lau(PIAC Co-Chair), Trustee Trixie Doyle,

Staff: Exec Superintendent Shirley Chan, Michelle Munroe (Central Coordinator, PCEO), Exec Superintendent Uton Robinson, Director Russell -Rawlins

Regrets Nadia Judunath(W22 Alt),

Absent: Saira Somani (W3 Alt), Dean Gray (W6 Alt) , Denese Gascho (W10 Rep), Glenna Wellington (W17 Alt), John Bakos (W8 Alt), Syed Sumar Alam(W13 Alt), Mark Ramcharan (W18 Alt), Anees Munshi (W21 A), Zuojun Han(W 20 Alt)

ITEM	DISCUSSION	MOTION	RECOMMENDATION
Welcome & Introductions <ul style="list-style-type: none"> Acknowledgement of Traditional Lands 	Acknowledgement of Traditional Lands was done by Chair Felicia Lau. The committee was reminded of the code of conduct at meetings.		

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<ul style="list-style-type: none"> • Code of Conduct • Approval of Quorum 	<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>None</p>		
<p>Approval of Consent Agenda and September 21, 2021 Minutes</p>		<p>Motion to approve the consent agenda and Minutes by Janice B and 2nd by Abdul Azeem M. Motion was carried.</p>	
<p>Co-Chairs Update</p>	<p>A written report was distributed to the committee and the following were highlighted: PSSC Co-Chairs attended October 6 meeting and presented the June and September reports. PIAC Nominations WG Elections for the Co-Chair to held at the November PIAC meeting. PIAC's pilot voting procedure Members were reminded of the committee approved pilot voting procedure for PIAC meetings. ONTARIO PIC ASSOCIATION (OPICA)</p>		

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	<p>Ministry of Education continues to engage with PIC chairs and senior school Board staff across the province.</p> <p>The advocacy of the association has led to an increase of funds for the parent reaching out grant.</p> <p>The last meeting took place on June 8 and the next upcoming meeting is scheduled for October 26.</p> <p>PIAC Post</p> <p>The latest edition of PIAC Post is available on the PIAC website. Suggestions and ideas for PIAC Post are welcome and can be forwarded to PIAC Co-Chairs at info@torontopiac.com.</p> <p>PIAC Google drive</p> <p>The Google drive is available for all working groups to share and work collaboratively. Working groups to review the user agreement for the google drive.</p> <p>Parents and Caregivers as Partners Conference.</p> <p>The conference was a success, the event had great keynotes and workshop topics. There was lot of parent engagement and the resources from the event are available for parents who was not able to attend the event.</p> <p>PIAC conference Ready set Engage</p> <p>PIAC Fall conference is upcoming in November.</p> <p>Bridging the Gap is the theme of the conference for this year.</p>		
Trustee Update	A written report was distributed to the committee, the following were highlighted from the report:		

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	<ul style="list-style-type: none"> • The 2020-2021 annual integrity commission report link. • Budget schedule for 2022-2023 • Implementation of the mandatory vaccination procedure. • Board organization meeting is on November 15. • Committee Meetings- Update on specialized programs policy status and policy review schedule to be presented at the governance and policy committee on October 27 • Annual report on climate action • Voluntary student vaccination disclosure 		
Director of Education Report	<p>TPH Immunization Program</p> <p>Information on TPH vaccination clinics was communicated to all parents on September 27 through the Board communication” TDSB Connects”. PIAC’s concern and parent concerns were noted by staff and action was taken, all communications on vaccination clinics and location will go through local schools to all parents of students from grade 7 to grade 12.</p> <p>Enhancing Guidance support to high school graduating students</p> <ul style="list-style-type: none"> • Guidance staff posted grade 12 post secondary information sessions webinar on October 6th for all grade 12 families and the session was streamed on YouTube and well attended • At the parents and caregivers conference guidance hosted a session on grade 12 transition to post secondary schools and resources. 		

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	<ul style="list-style-type: none"> • Guidance is also promoting the Ontario universities fair to held on October 26. <p>Real Estate ranking of schools TDSB does not have anything to do with the ranking that is based on publicly available data on EQAO test results and grade 10 Ontario secondary school literacy tests.</p> <p>Extracurricular Activity</p> <ul style="list-style-type: none"> • Gradual return of extracurricular including virtual and indoor activities for both elementary and secondary. • Staff are working on excursions procedures. • Staff are looking at parent and community involvement for volunteers to support extracurricular activities and to ensure that volunteers have had their vaccinations. • Staff in consultations with TPH and as per the recommendations outlined for extra curricular activities in schools. <p>Lockers</p> <ul style="list-style-type: none"> • Staff are looking at guidelines for access to lockers for students. • The lockers cannot be cleaned once assigned to students. • The congregation of students around lockers is difficult to manage. • The lockers have not been in use for more than a year. 		
PCEO Update	<p>A written report was provided to the committee.</p> <p>Parents and Caregivers as Partners Conference.</p>		

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	<ul style="list-style-type: none"> • PCEO office thanked the committee for the support and participation at the conference. • Parents volunteers who were part of the planning committee were appreciated for their role by staff. <p>PVP</p> <ul style="list-style-type: none"> • The fall interview date for parent participation in Vice Principal interview is set for November 10, 2021 • Employee services have informed that additional training was not required for the fall due to significant number of existing parent volunteers who were trained in the spring 2021. • Eligible parents were notified by employee services. <p>PO23</p> <ul style="list-style-type: none"> • The status of policy consultation is currently at phase 2. • Staff are developing the consultation plan and PIAC’s consultation WG will be informed as the plan is developed. <p>Community Advisory Committee Review</p> <ul style="list-style-type: none"> • The review is ongoing the draft report will be vetted by staff before it is presented. <p>Fundraising</p> <ul style="list-style-type: none"> • Board opted to defer fundraising for school councils to ensure for school council process to organise virtual elections, meetings and to ensure a fundraising plan before starting fundraising. <p>School Messenger</p>		

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	<ul style="list-style-type: none"> School Messenger is ready for access for all schools 		
Q& A	<p>Enhancing Guidance support to high school graduating students What are extra mechanism that staff have set up for guidance? Has staff looked at the impact on the students or benchmarks for student especially for students whose first language is not English?</p> <p>Extra curricular activities Volunteers How can parent volunteer? Because of COVID guidelines non-essential visitors to school has not restarted.</p> <p>Report of school ranking impacts schools in neighbourhood. The board’s legal team should advocate for TDSB schools and the ranking so that potential parents moving into particular neighbourhood or not move into certain neighbourhood.</p> <p>Executive school councils School councils must be elected before Elections are to held and to be open to have a council and be open to all parents.</p> <p>School statement of Needs Since school council elections has been extended and the committee requested staff to extend the school statement needs.</p> <p>School Council allocation</p>		

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	<p>Over \$400000 funds were not spent by the schools. The committee requested for staff to report on the funds that was returned to the ministry.</p> <p>ESL students/Foreign student /Special education Students What kind of support will be given to student who require accommodation to transition to academic higher studies?</p> <p>There are staff who support the accommodation are made at the local schools and the local school will address the needs. After school remedial support-all the extra help before school, after school is being offered both in person and virtual manner.</p> <p>School Councils funds How are the communication on the available funds to councils and Administration? Each year administration are invited on budget. PD has been offered to Office administrator across the board. Staff to continue the communication on school council funds.</p> <p>Access to school yards Schools yards were found to be locked outside of school hours. There are for a variety of local reasons and those questions to be directed to the local school principals.</p>		

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Working Group (WG) Reports			
Nomination WG	<p>The nominations WG reported the following:</p> <ul style="list-style-type: none"> • All PIAC members were invited to self-nominate or nominate other PIAC members for the PIAC Co-Chair position. • The voting process will be done online via Election Buddy. • Nominated PIAC members must be present at the November 16th PIAC meeting • The voting period is from November 16th to Sunday November 21st. • The election package to be distributed to all PIAC members. • PIAC's former Co-Chair Wilmar Kortleever has offered to answer any questions regarding the PIAC Co-Chair position and responsibilities for those who are interested. • Members of the nominations working group cannot be nominated. 		
Budget WG	<p>The budget WG report was distributed to the committee.</p> <p>The following was highlighted</p> <p>2021-2022 PIAC budget is \$45,000</p> <p>\$10,000 has been allocated for PIAC's annual parent conference.</p> <p>An additional request of \$10000 is being requested from the Event WG.</p> <p>2020-2021 Budget</p> <p>\$12,900 was returned to the ministry</p> <p>The reasons include the return of funds of the school council grants.</p> <p>The board process for spending approval.</p>		

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	<p>Motion from Event WG</p> <p>Discussion: How is the additional \$10,000 be used for? The WG is looking to get an additional \$10,000 to cover the Keynote speaker fees, translation, and interpretation services for the fall event.</p> <p>Event Budget details</p> <ul style="list-style-type: none"> • Translation services- \$10,000 (\$5,000 each day) • The keynote speakers -\$2500-\$7000. • Incentive giveaways -\$500 and • Unforeseen costs \$2500. <p>What is the focus of the event and how is the content different from TDSB PCAP conference? The event theme is Bridging the Gap, the focus is to provide the support to school councils and the TDSB school communities.</p> <p>Staff urged the event WG to avoid duplication of TDSB's PCAP conference and the focus should be on all things school councils to support the work of PIAC.</p>	<p>Motion by Chris L "Be it resolved that the Fall Event Working Group is requesting an additional \$10,000 to help support the Ready Set Engaged - Bridging The Gaps event to be held on Saturday November 27, 2021 and Sunday November 28, 2021." 2nd by Janice</p> <p>Motion carried.</p>	
Virtual Engagement WG	The WG lead provided the following update:		

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	<ul style="list-style-type: none"> • The WG lead and PIAC Co-Chair met with the Superintendent of Virtual schools. • Around 30,000 families across the board have registered with virtual schools. • Majority of the teachers of virtual schools are running virtual classes from school buildings. • Communications gaps and opportunities for parent engagement with virtual families were discussed with staff. 		
Communications and Outreach WG	<p>The WG reported the following:</p> <p>Get to know PIAC A new feature -a Q& A with PIAC members highlighting their experiences to engage with parent community.</p>		
Membership WG	<p>A written report was submitted to the committee.</p> <p>Membership Update</p> <p>PIAC new member</p> <ul style="list-style-type: none"> ➤ Ward 2 Alternate Pinar Ozyetis was welcomed <p>Resignation</p> <ul style="list-style-type: none"> ➤ Ward 19 Rep ➤ Ward 5 Alt. <p>Upcoming Elections</p> <ul style="list-style-type: none"> ➤ Ward 3 election is on October 27, 2021 ➤ Ward 4 election is to be on 1st week of November. 		
By- Laws WG	<p>A written report was submitted to the committee.</p> <p>Working Group Structure Change</p> <p>Membership Rights</p>	<p>Motion #1 by Andrew W#1: The by-law WG</p>	

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	<p>Motion #1 was presented to the committee in June 2020 and due to lack of time it was tabled to be brought back for the school year 2021-2022.</p> <p>Discussion: As per PIAC By-laws, changes to the by-laws can be made only once per school year.</p> <p>Motion#2</p> <p>Discussion: What happens when two co-representatives of the same ward vote against one another? The practice has been that representatives gets to vote, it has been observed that representative and alternate members discuss and come to an agreement on the vote. It is hoped that the same practise will continue for voting.</p> <p>PIAC alternate member definition The definition of the alternate representative will be removed, and the</p>	<p>moves that PIAC adopt the by-law amendment proposal to replace representative and alternate per Ward with Co- Representatives as drafted in Appendix A: PIAC By-laws Proposed Changes – Draft – Oct 2021 of the By-laws Working Group Report and that the amendment come into effect November 1, 2021 2nd by Janice B.</p> <p>In favour:15 Abstain:1 Opposed :0</p> <p>Motion carried</p> <p>Motion#2 by Janice by-law WG moves that PIAC adopt the by-law amendment proposal that Co-Representatives and would have voting rights as drafted in Appendix B: PIAC By-laws Proposed Changes – Draft – Oct 2021 of the By-laws Working Group Report and that the amendment come into effect November 1, 2021. 2nd by Cecile F</p>	

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	changes will reflect in the updated By-laws.	In favour:14 Abstain:2 Motion carried.	
Consultations WG	<p>A written report was submitted to the committee.</p> <p>The WG is planning to have a regular meeting schedule, meetings to be held every 1st Tuesdays of the month.</p> <p>The co-leads are Kate and Cecile.</p> <p>Upcoming consultations of the Board</p> <ul style="list-style-type: none"> • Parent Engagement Policy • Specialised Schools and Program Policy 		
PIAC Event WG	<ul style="list-style-type: none"> • The theme of the conference this year is Bridging the Gap. • The event is looking for support from all PIAC Members to volunteer, to share ideas on workshops. 		
PVP Event WG	<ul style="list-style-type: none"> • Nothing to report from the WG. • November 10th is the date of Interviews date for the PVP process. 		
Strategic planning	<p>The working group structure was presented for review.</p> <p>Governance Working Groups (4)</p> <ol style="list-style-type: none"> 1. Executive 2. Operational Effectiveness 3. Membership 4. Strategic Planning <p>Non-Governance Working Groups (4)</p> <ol style="list-style-type: none"> 1. Communication 2. Consultations 3. Special Events 4. School Council Support 	<p>Motion</p> <p>That the PIAC by-laws are amended to reflect the changes to the working group structure;</p> <ul style="list-style-type: none"> • That the Strategic Planning working group in consultation with the PCEO office launch a pilot project to standardize the working group meeting schedule so that all working 	

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	<p>Standardize the meeting cycle as follows:</p> <ul style="list-style-type: none"> PIAC meeting - Tuesday, 3rd week of the month PIAC Executive – Tuesday, 2nd week of the month, 1 week prior to PIAC meeting All WG meetings - Tuesday, Wed, and Thursday, 1st week of the month , 2 weeks prior to PIAC meeting – no more than 3 per evening <p>Discussion</p> <ul style="list-style-type: none"> Members who understand and have the experience of working with PIAC should be allowed to lead more than one working groups. For all WG meetings to be held in the first two week of the month may not be feasible as it may conflict with school council meetings. The recommendations for the changes are based on feedback from PIAC members for participation. Streamlining the schedule of the WG meeting cycle is done as a pilot for more participation from PIAC members and equity in the workload for all PIAC members. Request for recommended guided practices and tools for working groups leads. Every parent who joins PIAC should be guided by the Co-Chairs to be able to lead the work of PIAC’s working groups. <p>Action</p>	<p>group meetings take place 2 weeks prior to the Committee meeting. The pilot will be reviewed with the PIAC membership at the January meeting;</p> <ul style="list-style-type: none"> That the Strategic Planning working group in consultation with the Membership WG develop standard terms of reference for PIAC working groups for presentation at the November PIAC meeting; and That the changes to the proposed working group structure and meeting cycle pilot take effect November 1, 2021; <p>**Motion was amended</p> <p>That the PIAC by-laws are amended to reflect the changes to the working group structure;</p> <ul style="list-style-type: none"> That the Strategic Planning working group in consultation with the PCEO office launch a pilot project to standardize the 	

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	<ul style="list-style-type: none"> Strategic work plan WG with Membership WG to draft some guidelines. 	<p>working group meeting schedule</p> <ul style="list-style-type: none"> That the Strategic Planning working group in consultation with the Membership WG and other relevant working groups develop standard terms of reference for PIAC working groups for presentation at the November PIAC meeting; and That the changes to the proposed working group structure and the pilot for the meeting cycle take effect November 1, 2021 <p>Motion moved by Shanti C and 2nd by Andrew W. In favour:15 Abstain:1 Opposed:0 Motion as amended was carried.</p>	
Ward update	<p>W 12 Trustee Brown is hosting a virtual ward forum on Special Education, all are welcome. Information is available on the Trustee webpage.</p> <p>W4 Ward election to be held on November 12, 2021.</p>		

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	<p>There was meet and greet event outreach in collaboration with Toronto Catholic School Board.</p> <p>W10 Ward Forum on October 21st at 6pm on School Improvement planning by Principals from Elementary and secondary panel.</p> <p>CLG- Reported on the work done in East York by the CLG, working with ESL students and with families of special need students, students and families who need translation on the vaccination information, after school remedial programs for students in community centers.</p>		
Adjournment	Meeting adjourned at 10:17 motion by Aretha and 2 nd by Azeem.		