



Name of Committee: Parent Involvement Advisory Committee

Meeting Date: June 19, 2023

A Parent Involvement Advisory Committee meeting convened at 5050 Yonge Street in the Board Room and via Zoom on May 30, 2023, from 7:05 p.m. to 9:55 p.m. with PIAC Co-Chairs Andrew Waters & Sharon Grant.

Attendance:	Sarah Ali (W2), Tamasha Grant (W4), Zena Shereck (W5), Kaydeen Bankasingh (W8), Karin Trajcevski (W9), Bruce Oyelowo (W10), Jenny Zeng (W13), Jenny Gannon (W14), Bahira Abdulsalam (W14), Jennifer Volk (W15), Seema Mitchell (W18), Chris Levien (W20), Abdul Azeem Mohammed (W21), Nadia Judunath (W22), Sharon Grant (PIAC Co-Chair), Andrew Waters (PIAC Co-Chair), Felicia Lau (PIAC Liaison), Trustee Debbie King
Staff:	Exec Superintendent Shirley Chan, Exec Superintendent Uton Robinson, Central Coordinator, PCEO Michelle Munroe, Office Administrator, PCEO Margaret Horvath
Regrets:	Jessica Ruiz (W4), Ayan Kaillie (W7), Alice Romo (W7), Janice Barnett (W11), Nicole Williams (W17)
Absent:	Erin Clarke (W1), Frances Shawera (W2), Saira Somani (W3), Sandreen Porter (W5), Crystal Stewart (W6), Anshu Grover (W8), Melanie Medeiros-Sims (W9), Manna Begum (W10), Charles Zhu (W11), Liesha Earle (W12), Susan Lee (W12), Jenny Zheng (W13), Mohammad Yousuf (W15), Nicole Williams (W17), Tanya Ono (W17), Shanti Chand (W19), Zuojun Han (W20), Nicole Marshall (W22), Towhid Noman (Community Liaison Group (CLG))

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<ul style="list-style-type: none"> • Welcome & Introductions • Acknowledgement of Traditional Lands • Code of Conduct 	<p>Acknowledgement of Traditional Lands was done by Co-Chair Sharon Grant.</p> <p>Members were reminded of the</p>		

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<ul style="list-style-type: none"> Approval of Quorum 	<p>code of conduct.</p> <p>Quorum achieved.</p>		
<ul style="list-style-type: none"> Change in Membership Status Declaration of Actual, Perceived, or Potential Conflict of interest 	<p>No change in membership status was declared at the meeting.</p> <p>None</p>		
<p>Approval of Consent Agenda and May 30, Minutes</p>	<p>Andrew Waters – 2 amendments</p> <ul style="list-style-type: none"> i. Motion to School Council Working Group (WG) ii. Motion to Co-Chairs’ report 		<p>Motion to approve the agenda and the May 30, 2023, minutes by Jennifer V, (W15) and seconded by Jenny Z. (W13)</p> <p>The motion was unanimous.</p>

ITEM	DISCUSSION	MOTION	RECOMMENDATION
Co-Chairs Update	<p>PIAC Co-Chairs presented the following:</p> <ul style="list-style-type: none"> • Acknowledged trustees, for supporting PIAC elections • thanked graduating members • reviewed WG member requirements per PIAC By-Laws • presented PIAC 23/24 meetings as a 5-week rotation with the following dates: Oct 3, Nov 7, Dec 12, Jan 16, Mar 26, Apr 30, June 4 • PIAC will explore adding caregiver to its name happen in the new school year 		
<p>Trustee Update</p> <ul style="list-style-type: none"> • Pride Update • Budget Update • Centralized Admissions Process 	<p>Trustee King presented the following:</p> <p>Written report to follow.</p> <ul style="list-style-type: none"> • Report will include National Indigenous History Month, Pride Month, Italian Month, and Portuguese Speaking Heritage Month; 		<p>PIAC Co-Chair Waters recommended that Staff report on comparative data of June 1st attendance at Pride celebrations.</p>

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	<ul style="list-style-type: none"> • Reminder of the Student Census is open until June • Pride update: • May 31 – annual flag raising; • All TDSB sites participate in raising the Pride Flag; • Some parents/caregivers concerned about Drag Queen story times hence permission forms have been sent out with an opt-in/opt-out. Some have concerns that this is feeding the hate. The issue is being discussed with the Trustees and Staff • No attendance data comparing attendance from one year to the next. <p>Budget Update</p> <ul style="list-style-type: none"> • \$19 M deficit from \$52 M – difficult process, • In year 2 of a 3-year deficit plan; • Added back some Vice Principals, • Some areas have received extra funding – Spec Ed and virtual tools/resources; <p>Centralized Admissions Process</p> <ul style="list-style-type: none"> • Those who were accepted will start in Sept 2023; 		

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	<ul style="list-style-type: none"> • Parents/Caregivers concerned about the perceived removal of merit; • 7000 applications; • 800 were from under-served groups; • All of the programs that used random selection were able to fill their 20 seats for under-served communities; • In Math/Science/Technology programs, targeted 50% female applications and were able to achieve this; • Staff continue to put resources into the implementation to meet needs; • Will be evaluating data along the way and Staff will be reporting in Fall and Spring. 		
<p>Senior Staff Update</p> <ul style="list-style-type: none"> • School Traffic Management Program • A/C School Cooling 	<p>Executive Superintendent Robinson presented the following:</p> <p>School Traffic Management</p> <ul style="list-style-type: none"> • Consulted with Kristen Evers, Green Projects Team Leader, Sustainability Office, and Sam Perry, Area Supervisor, Student (Active Transportation) Toronto Student Transportation Group (TSTG); • Toronto District School Board (TDSB) has invested in school travel planning since 2014; • Traffic Safety Program (TSP) is how TDSB has referred to the 		

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	<p>school travel planning (STP) since 2017;</p> <ul style="list-style-type: none"> • TSP identifies barriers to school travel, and develop workplace solutions in collaboration with the school community, Staff, and city partners; • TSP will provide active and sustainable transportation options; • Participating schools receive support from a facilitator over a school year to develop an action plan to help encourage active, safe, and sustainable school travel; • TDSB received funding from the City to support the expansion of school planning travel programs; • Past spring, TDSB issued a request for proposals on behalf of the Toronto Catholic District School Board (TCDSB) and the TSTG for the provision of school travel planning programs facilitation, and a single bid was received from Green Communities Canada • At the June 1, 2023, Finance, Budget & Enrolment Committee (FBEC) meeting, it was recommended that the TDSB, TCDSB, and the TSTG enter into an agreement with Green Communities Canada to 		

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	<p>provide facilitation support for the STP to commence in September 2023;</p> <ul style="list-style-type: none"> • STP will be offered to an expanded number of schools; • A new area supervisor has been established within the TSTG – Sam.Perry@tdsb.on.ca; • A combination of quantitative and qualitative data is used to determine which schools are prioritized for STP and an effort is being made to evenly distribute programs across the system; • Some of the criteria used are Learning Opportunity Index (LOI), school enrollment, City of Toronto school safety zone prioritization, schools that are part of a major capital project ie., new schools built or an addition, proximity to major road reconstruction projects and active transportation infrastructure installation, the occurrence of a major traffic incident at or near a particular school; • Criteria are weighed to create a short list of schools which are then reviewed by Staff; • Invitations are sent to Principals; • Schools that accept the invitation must commit to 		

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	<p>leading the promotion of active, safe, and sustainable transportation and establish a team to support the efforts of the facilitator;</p> <ul style="list-style-type: none"> • Schools can nominate themselves and an expression of interest is tracked and taken into consideration when prioritizing schools considering the criteria; • Sam.Perry@tdsb.on.ca is the best contact moving forward; • Research on effectiveness of STP is limited but some additional information can be found at Ontario Active Schools Travel – Making the Case for Travel Fact Sheet and Reference List • Opportunity to have a more active community; <p>Being a part of this program is a healthy coming to and leaving schools daily.</p> <p>Executive Superintendent Chan presented the following:</p> <p>A/C School Cooling</p> <ul style="list-style-type: none"> • Short-term strategies to reduce heat – using fans, hydration, cooling stations, and open windows during cool cooler parts of the day where possible; 		

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	<ul style="list-style-type: none"> • Long-term strategies to reduce heat – TDSB has a wide range of buildings in terms of design and age along with mechanical ventilation throughout the buildings, some have partial mechanical ventilation in newer sections or additions and in buildings with limited mechanical (passive) ventilation where a motor-driven exhaust fan is used to draw fresh air into the building • further information is available at https://www.tdsb.on.ca/School-Year-2022-2023/Health-and-Safety/Ventilation; • Many schools that do not have mechanical ventilation or partial ventilation have cooling stations typically found in the library and/or the gym that can be used by students or Staff; • Limited funding available to school boards to add new cooling centres to schools; • School Condition Improvement Grant (SCI) can only be used for renewing existing building components or systems i.e., a new roof, windows, or boiler replacement; • No other funding available to TDSB; 		

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	<ul style="list-style-type: none"> • No requirement under the Ontario Building Code to upgrade buildings that do not have mechanical ventilation unless there is a major renovation or addition planned for the building; • Optimizing the performance and operation of existing mechanical systems is an important strategy for TDSB to address better ventilation and temperature control and to reduce energy costs through management of operation schedules such as running systems at low occupancy mode i.e....., when the building is closed, after hours or Statutory Holidays; • Timely repair and regular preventative maintenance work including filter changes and other aspects is key; • American Society of Heating, Refrigeration, and Air-Conditioning Engineers are taken into consideration, not only for new construction but also when replacing existing mechanicals; • Executive Superintendents Robinson and Chan expressed appreciation to PIAC for all the work done and the passion to help families. 		

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	<p>Q&A</p> <p>Q What will the program offer to the school, and will School Councils have access to the resources?</p> <p>A Program will focus on ensuring that the criteria previously outlined, LOI, school environment, etc., share the question with the individual's Sam Parry (TDSB staff) – Toronto Student Transportation Group will be able to give a better answer</p>		
<p>PCEO Update</p> <ul style="list-style-type: none"> School Council 2023-2024 Priorities 	<p>Central Coordinator Munroe presented the following:</p> <p>The following items were highlighted with a written report:</p> <p>School Council 23/24 Priorities</p> <ul style="list-style-type: none"> Work with schools and Superintendents to get schools across the District to have effective operating School Councils; <p>TDSB Council Bylaws Template</p> <p>In year two (2) of this effort, there are almost 300 collected; this will be continued next school year, committed to having all active School Councils have By-Laws;</p>		

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	<ul style="list-style-type: none"> • School Council Training will continue, with intentional training for School Council leadership to help them maneuver, navigate, and manage their School Councils; • School Council Chair Contacts is a way of encouraging schools and Principals to ensure that we have School Councils in place and able to collect that information for PIAC in November, allowing School Councils the appropriate time to hold elections and to get their Executives elected. • Training for Principals throughout the new school year on School Councils to help them understand how School Councils work and understand some of the guidelines around it; • Bringing back Community of Practice (COP) for Administrators – an optional PD of a series of sessions to try to build the capacity of administrators around leading parent/caregiver engagement at the school level, the goal is that all departments are embedding parent/caregiver engagement in their work ie., Literacy and Math Leads. 		

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	<ul style="list-style-type: none"> The goal is to ensure that all 150 Model Schools have effective operating School Councils – is a partnership with Community Support Workers (CSWs), Principals, and parents/caregivers; CSWs will do some more intentional work to ensure this happens starting early in the Fall. Commitment of messaging of parent/caregiver engagement PD sessions can be communicated from PCEO to Executive Superintendents, to Superintendents, and then to Principals. Will share with Administrators previous documents regarding School Council roles and responsibilities. 		
Q & A	Feedback		
Working Group (WG) Reports			
Consultation WG	No discussion		
Event Planning WG	<ul style="list-style-type: none"> Unable to prepare a written report; Previous budget – missing interpreter fees (being processed). 	Be it resolved that the Special Event Working Group is requesting a \$30,000 budget to help support the Ready, Set Engage event in the school year 2023 – 2024 year.	<p>First – Nadia Judunath (W22)</p> <p>Second – Abdul Azeen Mohammed W21 (phone)</p>

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		A roll call voting was done, and the motion was carried.	
Operational Effectiveness WG	Deferred based on time.		
Consultation WG	A written report was distributed to the committee.		
School Councils Support WG	A written report was distributed to the committee.	<p>Motion put forward.</p> <p>...therefore, be it resolved that PIAC recommend the following in addition to the recommendation from January 2022,</p> <p>1)</p> <ul style="list-style-type: none"> The TDSB and the Director of Education renew their commitment to equitable providing School Council and Advisory Committees with reliable communication tools to fulfill their roles by having in place a fulsome strategy to start the 2023 – 2024 school year with a 	Motion passes, no vote required.

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		<p>proactive communication and outreach campaign to School Council;</p> <ul style="list-style-type: none"> • Capacity for prompt response to all IT support requests and follow-up with account users and Principals to ensure schools are successful in using the TDSB communication tools provided to School Councils; • This strategy should coincide with the October School Council election cycle. <p>2)</p> <ul style="list-style-type: none"> • The Director of Education be accountable for their commitment by sharing their comprehensive plan to change the culture of this use among TDSB School Councils with PIAC and PIAC's School 	

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		<p>Council Support Working Group.</p> <p>3)</p> <ul style="list-style-type: none"> • The TDSB and the Director of Education plan to regularly evaluate the effectiveness and equity of their current Ward, SAC, and School Council email system to assess its true efficiency; • This evaluation will be supplied to PIAC's School Council Support Working Group in the Fall of 2023, thereafter within the regular evaluation schedule. 	
Communication WG	Nothing to report.		
Membership WG	Election in Ward 16, waiting for verification		
Ward & CLG update	Nothing to report		
New Business	<ul style="list-style-type: none"> • WG leads need to put documents into Google Drive; • WG leads need to have a September meeting; 		

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	<ul style="list-style-type: none"> • Work is taking place to replace Latha; • Send all communications to PCEO@tdsb.on.ca in Latha's absence; • Cc the Chairs on all communications. 		
Adjournment		Motion to adjourn the meeting at 9:55 pm by Felica Seto-Lau (PIAC Liaison) and seconded by Jenny Gannon (W14).	