**STATUTORY ADVISORY COMMITTEE - MINUTES
*PARENT INVOLVEMENT ADVISORY COMMITTEE (PIAC)***

To: Members of Parent Involvement Advisory Committee (PIAC)

Date/Time: Monday, April 25, 2016, 7:00 pm – 9:30 pm

Location: Boardroom, 5050 Yonge Street, 1st Floor

Committee Co-Chairs: Wilmar Kortleever, D. Williams

Designated Trustee: Trustee Shelley Laskin

Present: Ali Mohamed (W1); Heather Vickers (W2); Tina Chan Kim (W3); Michelle Minott (W4); Mirian Turcios (W6); Jess Hungate (W8); Sanaa Homsi (W11); Nazerah Shaikh (W13); Gazi Rahman (W13); Michelle Aarts (W16); Trixie Doyle (W17); Susan Morgan (W16); Aretha Phillip (W17);Jason Irving (W18); Pargat Mudher (W19); Sandip Vora (W19); Kabirul Mollah (W21); Co-chairs D. Williams and Wilmar Kortleever., Trustee Shelley Laskin

Teleconference: Stephen Thiele (W6); Sophia Ruddock (W9); Rania Saleh (W11); Eva Rosenstock (W12);

Regrets: Michelle Munroe, Central Coordinator, Parent & Community Engagement Office (PCEO); Loen Hansford (W7);

Absent: Erin Goto (W1); Asha Mohamed (W2); Christine Heath (W3); Suban Abdulahi (W4); Devon Forbes (W5); Haniya Sheikh (W12); Kate Sanagan (W15); Katia Berdichevsky (W15); Sara-Jane Johnson (W15); Alex Levato (W5); Julie Fortin (W7); Jacqueline Mackenzie (W9); Ipek Kabatas-Wellington (W10); Everton Collington (W18); Bola Otaraki (W20);

Towhid Noman (Toronto Bangladeshi CLG);

Staff: Jim Spyropoulos (Executive Superintendent, Equity and Inclusive Schools);

Recorder: John Manalo (Committee Assistant, PCEO)

**MINUTES**

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| **#** | **Item** | **Lead** | **Recommendation/Action** |
|  | Welcome & Introductions* Declarations of Membership
* Code of Conduct
 | Co-Chairs* Co-Chairs D. Williams, Wilmar Kortleever commenced 7:10pm with Welcome & Introductions.
* Co-Chairs reminded the members of the code of conduct.
* Co-Chairs reminded members of the declaration sheet and it is also the sign-in sheet. Verbal declaration of parent status and employee status was done. Declaration sheet was signed by members.
 | No |
|  | Declaration of Actual, Perceived, or Potential Conflict of interest | Co-Chairs- No Actual, Perceived, or Potential Conflict of Interest declared. |  |
|  | Approval of Quorum | Co-Chairs, Tina C approved quorum of 10 with 14 members present. |  |
|  | Approval of Agenda | Co-ChairsItem 11.c deferred.Agenda is approved,(F: Jess S:Trixie; Favour: all Objection: 0 Abstain: 0) | Agenda is approved. |
|  | Approval of Minutes * March 31, 2016
 | Co-Chairs Minutes are approved .(F: Nazerah S:Trixie; Favour: 12 Objection: 0 Abstain: 2) | Minutes are approved. |
|  | Co-Chairs Update* Pre-meeting
* PIC Symposium
* Planning Meeting in June
* PRO Grant
 | Co-Chairs D. Williams, Wilmar K. gave verbal update, included:* Director of Ed. designated staff met with co-chairs on Learning centres and Policy review process.
* PIC Symposium on April 16, 2016 was successful with both co-chairs and 6 PIAC members attended.
* Planning/Strategy Meeting (to be held Saturday, June 18, 2016 or an alternative date may be chosen); Members volunteered: Jess, Mirian, Trixie. Others are welcome to join.
* PRO Grant is due May 29, 2016-. A PRO ad hoc working group was started to determine what to apply for: Members volunteered: Mirian, Michelle, Jason and others may join.
 | No |
|  | Policy Consultation Requirements | Trustee Laskin provideda Flow Chart of the TDSB Policy Review Process.* The Board, through the Policy Review Committee has approved a process (shared with PIAC) that identifies the key milestones for policy review - Planning and Obtaining
* Trustees’ Directions; Revision; Internal Reviews and Sign-offs; External Consultations; Committee/Board Approvals; and Implementation.
* All the board policies will be reviewed on a 4-year cycle except those that require annual review.
* Trustee Laskin spent time going through the flow chart with PIAC members to identify the places for consultation and input; she also noted that the board website would be revised to highlight how the public can provide input to the Policy Review – the site will also include a link to all policies – this should alleviate the difficulty in finding policies and procedures on the board website
* PO78 on **Community Engagement Policy** is being noted in the Policy Consultation process.
* Any trustee can bring a motion to review a policy outside of the regular policy review.

Questions & Answers followed:Q1: Could the draft policies be posted on the website and be given in other ways to parents, principals?A1: The Board will consider how to do this.Q2: What is the timeline for a policy review?A2: On average, minimum 3 months, but some may require more time.Q3: How do parents co-construct a policy?A3: The template for the consultation on review of existing policies is provided. Co-construction may apply to new policy, depending on the subject matter. policy co-construction would need to be included next.Time: 20:00 hours | ACTION ITEMS: Trustee Laskin to provide a list of policy and review schedule, and the evaluation steps in the review policy. |
|  | Trustee Report | Trustee Laskin submitted a written report,and highlighted the following:* By-Election: Ward 5 by-election is on July 25; Ward 14 by-election is on June. 20. ).

Community Advisory Committee: Trustees have also voted to establish a Black Student Achievement Advisory Committee. The committee will examine and make recommendations on strategies to create more equitable outcomes, raise achievement levels and create safe spaces for Black students.* • There is a Board committee that works to find a permanent director for the TDSB.
 | No  |
|  | Executive Superintendent Report | Exec.Superintendent Jim Spyropoulos gave a verbal report, that included:* **Learning Centres**: There is board reorganization of senior staff to improve student achievement and be more responsive to schools and communities. Thirteen guiding principles are being used to start learning centres; each learning centre has a set of supports (eg. Facilities, technology, etc.); superintendents are being asked to give the director the areas of function within the TDSB that they are interested in, the geography of interest. On May 3, 2016 (8pm-9pm), there will be webcast for parents with the director and Chair. Survey to follow. Communication to parents will be done through ParentConnects, Facebook, School Councils, schools principals.
* **PIAC staff support**: Supports for advisory committees will look differently in 2016-2017 school year. PIAC will have a full-time committee assistant.
 | No |
|  | PCEO Update  | Michelle Munroe (PCEO) -Item deferred due to her absence. | Deferred. |
|  | Working Group Updates: |  |  |
| a. Budget | Tina C\*\*Motion to approve March 2016 budget report.Motion Carried. (First:Tina, Second: Jess, Favour: 11, Against: 0, Abstain: 3) PIAC March 2016 balance sheet approved. | Budget report is approved. |
| b. Consultation | Co-ChairsConsultation Working group members volunteered: Jess, Nazareh, Jason. Others may join. |  |
| c. PIAC Conference | Rania S, Mirian T. | Deferred. |
| d. Spec.Ed. / Parents as Partners Conference | Mirian T, D. Williams- The Parents as Partners Conference was successful: registration was very high with 800-1000 registrants, 80 venders, 22 buses, near 300 children, 27 workshops. Thanks was expressed to the many people involved, volunteers (e.g. D Williams, and Mirian Turcios), as well as staff (e.g. Superintendent Branco) | No |
| e. Communication | Trixie.- Working on the newsletter and redoing the website. Facebook.com/PIACToronto, Twitter handle: @torontopiac Time: 21:00 hours. | No |
|  | Ward Updates | Co-ChairsWARD 1:-School Councils are very active in elementary/middle schools, but need more participation in secondary schools.-April 27, 2016 there is a Science and Art Nights at the Boys Initiative Academy.WARD 2:-wrapping up all ward meetings and will be done for the summer, but parents are giving feedback that schools do not have enough textbooks. Trustee mentioned that parents school principals, or superintendents are the best to go to with that concern.WARD 3:Ward council meeting on May 10 focussing on student transportation.WARD 4:-Ward council meetings are beginning since the new Trustee came. Looking at community spaces.-May 14, 2016 is the STEM conference at Richview CI: There is a good lineup of speakers and demonstrations. Flyers are available. Transportation and child-minding is available for free.WARD 8:Ward Council is developing the communication strategy within the ward.WARD 9:There are only half of the schools coming out to the ward meetings.WARD 12:There is a Ward Forum at the end of April.WARD 13:The PIAC rep has been asked about conflict resolution on school council issues and is looking for support from those who have dealt with this before.WARD 17:Director Malloy came to speak at the ward meeting on the learning centres.WARD 21: It was mentioned that Ward 21 is one of the biggest wards: Kabirul is getting school councils involved in ward meetings. |
|  | New Business  | Co-Chairs Ward 11 had concerns about teacher absences and teacher hirings. Superintendent Spyropoulos mentioned that the principal is responsible for looking for another teacher when there are absences.Parent Portal proof of concept demonstration was on April 8. It is with the Budget committee for review that is costing 1.4 Million dollars. |
|  | Adjournment  | Co-ChairsMeeting adjourned at 9:25pm.(F: Jess S:Jason, favour: all, objection: none) | Yes  |

**Next meetings:** May 19, 2016 | June 14, 2016