

PIAC Working Group REPORT

Working Group	Annual Parent Conference (2018)
Date	May 31, 2018
Description/Objective	<p>PIAC hosts an annual Parents Make a Difference Conference each year in the fall. The goal of the conference is to promote and support parent engagement in their children’s education.</p> <p>The conference offers workshops, networking, and information from various educational organizations to all parents/guardians with children in the TDSB and community members.</p>
Update	<p>*This meeting took place on Thursday May 10, 2018 from 6:30pm-8:00 at 5050 Yonge Street, Committee Room C. Conference calling was available and members of the group attended in person and on the phone.</p> <p>Guests in attendance: Miriam Turcios (ward 6 representative) (present) Hafsa Esmail (ward 13 representative) (present)</p> <p><u>The date for the 2018 conference</u></p> <p>*After a continued discussion on the date for the conference the new first choice date we are working towards is now November 17th, with December 1st being a possible back-up date.</p> <p><u>Venue</u></p> <p>The locations that are currently being taken into consideration for the conference are: *York Mills C.I. *John Polyani C.I. *Georges Vanier C.I. *Central Technical C.I. *York Memorial</p> <p><u>Physical space requirements that we will be looking for in the area of logistics for the conference:</u></p> <p>*Childminding--What will be the space options, where is the gymnasium located in relation to washrooms, the outdoors, the elevators</p> <p>*Foyer--space for registration</p> <p>*Hallways--are they too narrow?</p> <p>*Marketplace--how would the site work to facilitate a larger number of vendors with visibility and walk around traffic</p> <p><u>The questions I will be asking when speaking with the principal and facility staff are:</u></p>

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- *Capacity--of the cafeteria, classrooms, auditorium
- *Parking spaces--how many, how many accessible spaces
- *Loading area--are there any restrictions to vehicles and accessibility
- *Elevators--where are they located, how are they accessed
- *Driveway--what is the capacity and accessibility for school buses to drop off and pick up

Budget

We are going to be using the spend from the 2016 conference as a guide and still try and keep the costs below those numbers if possible and still make sure to have a dynamic, engaging and inspiring conference.

Some ideas and suggestions brought were:

*Look to the list of approved vendors to explore more catering options, this will include but are not limited to quotes and options from Subway, Pizza Pizza, Aramak Catering(sp?), Just Catering, Food for Tots, FoodShare, Starbucks.

* Additional vendors that may not be vendors at this time can be brought to Latha to then be brought to business services to start the process of a possible contract with the TDSB.

*Looking into a model used at the April Parents as Partners Conference of having companies that provide active programming for children within the TDSB schools to run a programme for the children in childminding in lieu of paying for a table in the marketplace, this would bring down the cost of supplies for childminding and keep all the children and staff engaged during the conference

*Members of the working group, PIAC, and additional parent volunteers to contact those who have requested an interpreter for the conference to confirm that they will be in attendance and will still require an interpreter. Interpreters are an important part of what allows the conference to remain accessible to parents only the cost of the service is high and in 2017 there were interpreters present for parents that had not attended the conference. Having a volunteer reach out before the conference will provide an accurate idea of how many interpreters will be needed and will also allow the parent attendee to feel welcome at the conference prior to arriving on the day of the event and not as overwhelmed by the experience.

*Continue the model from last year to charge a fee for the for-profit vendors to be charged a fee to have a table in the marketplace or a small fee to have their "swag" in the delegate bags if they do not want to have a table but want to have their information distributed. This would be organized through business services at the TDSB.

*Look into what sponsorship may look like for the conference, this would be requested through business services at the TDSB.

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	<p><u>Workshops</u></p> <p>*We are looking at the workshops offered last year and will be looking at the feedback from both last year's fall conference and this year's April conference to see which workshops were well attended and what parents were asking for in future conferences.</p> <p>*The group is going to come back with ideas for this year's conference at the next meeting.</p> <p><u>Theme</u></p> <p>*One idea was shared for a starting off point of Ready! Set! Engage! The group will continue to think about themes email them to the group and continue the discussion at the next meeting.</p>
Motion(s)	None
Question(s)	<p>What workshops would you like to see at the conference?</p> <p>Are there any particular keynote speakers the group should look into?</p>
Next Steps and Action items	<p>*Have more catering quotes and options to consider and narrow down or decide on a catering choice.</p> <p>*Decide on the venue for the conference.</p> <p>*Continue to think of creative ways to keep costs down for the conference and to generate revenue that will offset the cost of the event</p> <p>*Discuss and decide which workshops will be presented at the conference.</p> <p>*Bring ideas of what we will want to use as a theme for the conference.</p>
Co-lead(s) (Name and Email Addresses)	Zena Shereck (W5 Rep) zs.piac@gmail.com
Working Group Members (Name and Email Addresses)	<p>Trixie Doyle (present)</p> <p>Heather Vickers (present)</p> <p>Shafoli Kapur shfoli.kapur@gmail.com (present on the phone)</p> <p>Trevor Burnett trevor.h.burnett@gmail.com</p> <p>Cori MacFarlane cori.macfarlane@tdsb.on.ca</p> <p>Christopher Levien christopher.levien@gmail.com (present) (on the phone)</p> <p>Amanda Cain amanda@amandacain.ca</p> <p>Jennifer Sparks sparkz@hotmail.com</p> <p>Towhid Noman torontobpac@gmail.com</p> <p>Nazerah Shaikh</p> <p>Sima Komeilinejad (Community) (present-on the phone)</p> <p>Maritza Guzman Mmarti@scottmission.com (present)</p> <p>Wilmar Kortleever wilmar@kortleever.com</p>

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