



**Parent Involvement Advisory Committee (PIAC)
Minutes**

December 6, 2012
Time: 7:00 p.m. – 9:00 p.m.

Present: Eva Rosenstock (Co-Chair, Ward 12); Jerako Biaje-Wendt (Co-Chair, Ward 10); Vivek Rao (Ward 1); Virginia Ludy (Ward 2); Laurie Green (Ward 3); Tina Chan Kim (Ward 3); Norman Perry (Ward 4); Allen Schacht (Ward 11); Gary Lochhead (Ward 17); John Trafananko (Ward 17); Steve Chatzibasile (Ward 18); James Rycman (Ward 19); Sudershan Singh (Ward 20); Sharon Kerr (Ward 21); Hilary Wollis (Ward 22); Saida Sabrie (SPLC); Trustee Chris Glover (Co-Chair); Samy Ramachandran (Canada Tamil Parents Association); Trustee Sam Sotiropoulos; Jim Spyropoulos (TDSB, Coordinating Superintendent); Michelle Munroe (TDSB, PCIO Central Coordinator); Cathy McCulloch (PIAC Coordinator).

Tele-Conference: Jane Withey (Ward 7); Mirian Turcios (SSEN)

Presenters, Guests and Observers: Susan Wakutz (TDSB, Advertising Department); Peter Holleley (Parent); Rob Janes (French, Parent); Janet Dabrus (ex-PIAC member)

Regrets: Dagmar Grasser (Ward 8), John Trafananko (Ward 17); Allan Schacht (Ward 11)

Recorder: Linda Mendonca (Committee Assistant)

Item	Information/Discussion	Action/Recommendation
1. Welcome and Appreciation of Past Members (Co-Chairs)	Meeting called to order @ 7:40 PM. All members and guests were welcomed.	
2. Approval of Quorum(Co-Chairs)	Vivek Rao confirmed quorum for the Chair. Approved by consensus.	
3. Approval of Agenda (Co-Chairs)	The agenda was reviewed and approved. * Motion to approve the agenda moved by Gary, seconded Norman, motion carried.	
4. Approval of November 7 minutes (Co-Chairs)	Amendments to the November 7, 2012 minutes included: ▪ Adding the in-camera portion of the meeting. Michelle will send this via e-mail to be added to the minutes. * Motion to approve the minutes with the above amendments moved by Virginia, seconded by Sharon, motion carried.	▪ Michelle will forward the outcome of the in-camera meeting to be added to the minutes.

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<p>5. Advertising Presentation (Susan Wakutz)</p>	<p>Susan Wakutz, from the TDSB Advertising department delivered a presentation on the Review of the TDSB’s Advertising Policy. The Advertising Policy Review Working Group, initiated in Nov 2012 will be conducting a review of several different documents and consolidating it into one Advertising policy. The group will be evaluating the benefits of Advertising to students from external organizations to ensure that advertising is provided by reputable organizations, and that it aligns with the Board’s policies and procedures. The group will also look into ways of building awareness of the policy and procedures.</p> <p>A survey was conducted in March 2012 for all stakeholders to provide feedback on the impact of advertising. When asked about the survey results Susan did not identify which of those results were from parents. Susan stated that 2000 surveys were completed but failed to distinguish which of those were parents, staff, teachers, principals, superintendents, and trustees. The options for feedback were one concern. Jerako raised another concern which was that the survey was not distributed and promoted well. Thousands of parents did not know about this survey. When Jerako requested an opportunity to re-issue the survey, Susan said “no”. Jerako requested the survey be resent out for parents who did not get an opportunity to complete it to have an opportunity before the advertising committee makes any final decisions. Susan confirmed, however, that she would provide Jerako with the draft advertising policy.</p> <p>Members raised some concerns regarding the survey questions, and recommended that responses to survey questions should have included “<i>I disagree</i>”, or “<i>I do not support this</i>”, or “<i>yes</i>” or “<i>no</i>” responses versus “somewhat disagree” to give parents the option of saying they “completely disagree” with some of the topics/questions presented.</p> <p>Gary raised a question about sourcing external advertising, and the policies around doing so. Susan informed Gary that, although departmental logos (i.e. PIAC) are not are not as tight, the use of the TDSB requires central approval.</p> <p>Susan informed PIAC members that if they had any further questions that they can e-mail Michelle. Susan will also be happy to return to a meeting if further info is required.</p>	<ul style="list-style-type: none"> ▪ Susan will forward a copy of the draft Advertising Policy to Jerako.
<p>6. Budget Update (Eva R./Jim Spyropoulos)</p>	<p>The co-chair reported that the Board re-instated the 2011/2012 unspent allocation back to PIAC. Therefore, the total funds available for 2013 are \$108,000 (\$67, 847 (from 2011) + \$45,000 (2012/2013 allocation).</p> <p>The Coordinating Superintendent informed PIAC that the funds must be spent within the year and may not be carried forward to 2014. Any unused funds will be sent back to the Ministry of Education. Members were advised that this will also result in a reduction of the grant provided in the following year. The Board reserves the right to take back any surplus or to give it back to the ministry. Trustee Sotiropoulos also advised members that PIAC is funded according to enrolment and not entitled to carryover funds and that the Director made, this one-time gesture to show his support for parent involvement. To set the record straight for Trustee Sitorpoulos, Laurie Green stated that PIAC was not operating on feeling entitled as much as they know the</p>	<ul style="list-style-type: none"> ▪ All Working Groups to forward budget templates to Eva Rosenstock prior to next meeting.

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	<p>importance, first hand, of parent involvement. Laurie expressed gratitude for the kind gesture made by the Director on behalf of PIAC.</p> <p>*Motion to pay for the total 2012 Parent Conference budget through the PIAC budget of \$108,000 was moved by Laurie, seconded by Virginia, 1 objection, one abstention, motion carried.</p> <p>Eva confirmed that \$12000 was approved for the Co-Chair dinner. She also reminded everyone that all working groups need to forward their budget templates to her before the next meeting.</p> <p>*Motion to defer the budget back to the co-chairs for preparation of full budget presentation at the next meeting was moved by Mirian, seconded by Gary, all in favor.</p>	<ul style="list-style-type: none"> ▪ Order pizza for next meeting
<p>7. Superintendent's Report (Jim Spyropoulos)</p>	<p>The Coordinating Superintendent reported that TDSB has been of much interest in the last few weeks. There are some issues of concern, as Bill 115 is causing some concerns in the province. High School Teachers are in strike position. A resolution does not appear imminent. Students are extremely upset and feel caught in the middle. Elementary School Teachers are also ramping up their position with the outlook not more promising than with OSTTF.</p> <p>TDSB is in a very difficult budget situation, facing further cuts after \$110M in cuts last year. A team from Price Waterhouse Cooper, on request by the ministry did a capital review of TDSB and made a series of recommendations (i.e. order paper centrally, change payroll system, more management, etc.) to cut costs.</p> <p>Trustee Sitoropoulos shared that the ministry projected 49.6M dollar in savings by end of 2014. Some of the recommendations include bringing in security, grounds keeping, and electronics repair from third-party groups to save 5.5M to 8M, and use of modular construction to build schools. As the recommendations just came out and were just recently posted on the website, members had not had the opportunity to see these yet and to comment. Eva recommended that everyone have a look at the recommendations, and then send in their questions via e-mail or bring them to the next meeting.</p>	
<p>8. Parent & Community Involvement Office Report (Michelle Munroe)</p>	<p>Michelle reported that PIAC needs to set a date for the Orientation of new PIAC members, and proposed the 1st, 2nd, 3rd week of January. Jerako confirmed that she will be leading the PIAC Orientation. Eva, Mirian, and Saida will provide an Overview on PIAC.</p> <p>Michelle informed everyone that she would not be at the next meeting on January 16th due to vacation.</p> <p>Michelle informed members that conversations are happening currently with the tech dept and staff can be at the January meeting to present different forums for school council e-mails and for creating -personalized e-mails for the purpose of being able to email School Councils directly.</p> <p>Gary advised that according to the PIC handbook, PIAC minutes are to be distributed to all TDSB</p>	<ul style="list-style-type: none"> ▪ Jerako will be leading the PIAC Orientation for new members. Eva, Mirian, and Saida will provide an Overview of PIAC.

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	<p>school councils. Michelle advised that she thought this requirement was met by posting the minutes on the TDSB website with a link from the PIAC website. Once/if we have school council email addresses, we can send a link as to where to find PIAC minutes.</p> <p>Saida suggested that the minutes be translated into other languages. Michelle advised that translating 12 minutes/year into 16 languages per month can be costly. Eva asked if there could be a clause in the 16 languages advising people that if they needed the minutes translated, to please contact the PCIO office. No decision made.</p>	
<p>9. Trustee Report – to include update on TDSB Budget Consultation and Capital Gain (Chris Glover)</p>	<p>Trustee Glover briefly reported on the Board’s Severance of Property recommendations list and where the discussions are currently with this process. Gary suggested that a PIAC rep should be able to participate on the Facilities & Management Committee to be able to speak to the selling of assets by the Board.</p> <p>*Motion to have a PIAC representative participate on the Facilities & Management Committee was moved by Gary, seconded by James. Hilary, Virginia, and Laurie voted against this motion. Motion carried.</p> <p>Trustee Glover and Michelle advised members that PIAC reps are not permitted to participate in Facilities & Management Committee as it goes against Board by-laws. (<i>See PIAC Meeting Motion Addendum – Appendix 1</i>)</p> <p>*A 2nd Motion to have PIAC put forward a written formal request to the Chair of the Board (Trustee Bolton), and Board Services requesting that there be parent and community consultation on the recommended severance school lists and severance procedures prior to Board approval was moved by James, seconded by Gary, all in favour.</p> <p>Jim also advised, as Trustee Glover and Michelle noted that the motion carried was not in order. Advisory Committee reps are not allowed to participate in the Facilities & Management committee meetings as this goes against Board by-laws. Advisory Committees can only make recommendations to the Board and cannot actively participate in the meetings.</p>	<ul style="list-style-type: none"> ▪ Michelle, Linda, Eva & Jerako will prepare a format request to put forward to Trustee Bolton, and Board Services for consideration at the December 12th meeting to have a PIAC rep participate in Facilities Management Committee meetings.
<p>10. Update on TDSB committees to which PIAC send/will send reps (Consultation Procedures, AC review, School Year Calendar) (Co-Chairs/Michelle)</p>	<p>John attended the meeting for ad hoc group for RFP’s. Meetings will continue in the New Year.</p> <p>Michelle reminded everyone about the CAC review meeting in January and about the rep needed to represent PIAC at the School Climate Consultation meeting scheduled for Tuesday, January 15th, 2013. Michelle will circulate the Invitation to PIAC.</p>	<ul style="list-style-type: none"> ▪ Michelle will circulate the invitation to PIAC.

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11. Advocacy Working Group – pools – need a PIAC Rep to Act as Liaison (Janet Dabrus(Guest))	<p>Janet provided a template that the AWG (Pools) pulled together. Janet reported that several pools are at risk of closure by the City, as little revenue is coming in due to lack of use. Pool Representatives will act as liaisons between the AWG, School Administration, School Council and parent community. Pools in Wards 4,5,6,7,9,10,11,13,15,16,22 are at greatest risk of closure. Pool Representatives are critical to these pools. They will assist with data collection for submission to the AWG and to the Community Recreation Co-ordinator. AWG will use information to forward it to the City. The Toronto Lands Corporation is looking at increasing its pool user fees by \$10.</p> <p>Janet asked members to review the template for January and come back with questions or comments.</p>	
12. Advocacy – Special Education Sub Working Group Update (Virginia Ludy)	<p>Advocacy-Special Education working group is working on a draft schedule for meetings. They are working on getting folks from SEAC to a meeting on the 4th to discuss next steps, and to populate the schedule. They need to establish a location that will be accessible for people to get to and is open to suggestions from the group. Gary volunteered to be part of this working group.</p>	<ul style="list-style-type: none"> ▪ Virginia will develop critical path, and come back to this group with a revised budget at the January meetings.
13. Outreach/School Council 411 (Hilary W/Steve C/Mirian T)	<p>Mirian reported that the Outreach Working Group is planning to speak to parents through school councils to find out what they need and how to support them. Mirian stated in her presentation that our Community Liaison members, Saida and Sammy are working together with Outreach to organize a multi-lingual parent conference. The group is planning to organize one large conference with workshops. They will look into providing information in the languages parents need to access the system, and into printing some posters and as well as obtaining a community census. Samy, Saida, and Mirian will meet in the first few weeks of January to pull together some ideas for next steps. The focus will be on at-risk communities. They will work with Michelle on printing needs, and translations.</p>	<ul style="list-style-type: none"> ▪ Saida will provide a proposal at the next meeting.
14. Special Events Working Group Update (School Council Chair Event Update) – Eva Rosenstock	<p>Eva reported briefly that the School Council Chair event is scheduled in February. Eva will forward information including all the details via e-mail.</p>	<ul style="list-style-type: none"> ▪ Eva will send information regarding the School Council Chair Event via e-mail.
15. Breakout Session for Working Groups to Choose Co-Leads(Eva Rosenstock)	<p>Members did not have the opportunity for a breakout session to choose Working Group Co-Leads. Eva requested that the 4 major Working Groups choose a lead and let Michelle know via e-mail. Gary put his name forward for the lead of the Special Events Group. Michelle proposed that Cathy take the lead on this via e-mail.</p> <p>*Motion to have Cathy contact each working group to schedule a meeting to determine leads of each working group was moved by Virginia, seconded by Saida, all in favor.</p>	<ul style="list-style-type: none"> ▪ Cathy will connect with each Working Group via e-mail and arrange a meeting to determine leads for each of the working group, and report back to the committee.
16. Parent 4 Education (P4E) Update/Report	<p>Hilary briefly updated the committee on P4E. She reported that P4E has a very useful website, including information regarding their conference in November; effective parentings tips, and also have a brief overview of all the issues relating to Bill 115.</p>	<ul style="list-style-type: none"> ▪ Hilary will distribute tips via e-mail.

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17. Other Business	Jerako asked Michelle for written confirmation that PIAC has the authority to use their budget funds to pay for an independent contractor. Michelle said that she would get back to Jerako regarding the request.	<ul style="list-style-type: none"> ▪ Michelle will get back to Jerako regarding her request for written confirmation that PIAC has the authority to use their budget funds to pay for an independent contractor.
17. Adjournment (Co-Chair)	<p>* Motion to move the rest of the items to the next meeting agenda was moved by James; seconded by Virginia , all in favor; motion carried.</p> <p>Eva asked if there was consensus to adjourn the meeting at 10:05pm, all approved.</p>	<ul style="list-style-type: none"> ▪ Linda will add the rest of the items to the agenda for the next meeting.

The following appendix is for information only and does not constitute a part of the official minutes for December 6, 2012.

APPENDIX 1: PIAC MEETING MOTION ADDENDUM

Date: Thursday, December 6th, 2012

Time: 7:30 pm to 10:20 pm

Location: Boardroom, TDSB, 5050 Yonge Street

Members present: Eva Rosenstock (Co-Chair, Ward 12); Jerako Biaje-Wendt (Co-Chair, Ward 10); Vivek Rao (Ward 1); Virginia Ludy (Ward 2); Laurie Green (Ward 3); Tina Chan Kim (Ward 3); Norman Perry (Ward 4); Allen Schacht (Ward 11); Gary Lochhead (Ward 17); John Trafananko (Ward 17); Steve Chatzibasile (Ward 18); James Rycman (Ward 19); Sudershan Singh (Ward 20); Sharon Kerr (Ward 21); Hilary Wollis (Ward 22); Saida Sabrie (SPLC); Trustee Chris Glover; Samy Ramachandran (Canada Tamil Parents Association); Jim Spyropoulos (TDSB, Coordinating Superintendent); Michelle Munroe (TDSB, PCIO Central Coordinator); Cathy McCulloch (PIAC Coordinator); Jane Whitley (Ward 7); Mirian Turcios (SSEN).

Motion:

- A PIAC representative participates on the Facilities Management Committee to provide input on the severance of Board property. NOTE: PIAC members were advised by staff that such action would go against present by-laws present of the board.
- PIAC put forward a written formal request to the Chair of the Board (Trustee Bolton), and Board Services requesting that there be parent and community consultation on the recommended severance school lists and severance procedures prior to Board approval.

Follow up question regarding motion:

Could you very kindly provide, as part of the Minutes but perhaps on a separate page, the appropriate By-law citation which speaks to the motion made by Gary and seconded by James to the Facilities and Management Advisory Committee representatives?

Can you please provide me with a copy of the Board's By-laws or point me in the direction of where I may access a copy? I've read the Board By-laws found at this link:

<http://www.tdsb.on.ca/wwwdocuments/boardroom/boardroom/docs/bylaws%20apr%202010.pdf>

<<http://www.tdsb.on.ca/wwwdocuments/boardroom/boardroom/docs/bylaws%20apr%202010.pdf>> however I cannot find the rule that prohibits PIAC from making a motion at the Facilities Management Advisory Committee. Perhaps I've read the wrong Board By-laws.

From: Jerako Biaje-Wendt

Date: Wed, 19 Dec 2012

Response regarding question:

There are four standing committees of the Board (section 4.1); section 4.7 refers to the membership of Standing Committees:

4.7 Each standing committee shall be composed of five members of the Board elected at the organizational

meeting.

Then section 7.1 reads as follows:

Only members of the Board may be members of a committee of the Board or a subcommittee of a committee of the Board:

From: Maria Mavroyannis, Board services

Date: Wed, 19 Dec 2012