****

Parent Involvement Advisory Committee (PIAC)

5050 Yonge Street, Main Floor

Toronto, ON M2N 5N8

To: Members of PIAC

Date/Time: Wednesday, September 16, 2015, 7:00 pm – 10:00 pm (6:30 dinner, Cafeteria);

Location: Boardroom, 5050 Yonge Street, 1st Floor

Committee Co-Chairs: D. Williams, Sude Singh and Trustee Michael Ford

Present: D. Williams (Co-Chair ); Sudershan Singh (Co-Chair); Vivek Rao (W1); Sarah Ali (W2); Christine Health (W3); Tina Chan Kim (W3); Alex Levato (W5); Mirian Turcios (W6 Alt); Jess Hungate (W8); Darlene Giroux (W10 Alt); Sana Homsi (W11); Wilmar Kortleever (W13); Sarah Johnson (W15); Kate Wallis (W16); Susan Morgan (W16); Trixie Doyle (W17); Aretha Phillip (W17 alt); Everton Collington (W18); Jason Irving (W18); Towhid Noman (TBDAC); Rev. Jason Martin, (SPLC-CLG)

Teleconference: Michelle Minott (W4); Sophia Ruddock (W9)

Regrets: Ali Mohamed (W1); Devon Forbes (W5); Stephen Thiele (W6); Ipek Kabatas-Wellington (W10); Rania Saleh (W11); Jason Irving (W18); Bola Otaraki (W20); Sharon Kerr (W21); Towhid Noman (Toronto Bangladeshi CLG); Eva Rosenstock (W12)

Staff: Jim Spyropoulos (Executive Superintendent, Equity and Inclusive Schools); Michelle Munroe (Central Coordinator, Parent & Community Engagement Office (PCEO))

Recorder: John Manalo, Committee Assistant

**MINUTES**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Lead** | **Recommendation** |
|  | Welcome & Introductions | Co-Chairs* meeting opened at 7pm
* Introductions were done with declaration to being a parent/TDSB Employee.
 |  |
|  | Code of Conduct | Co-Chairs* Code of conduct was acknowledged.
 |  |
|  | Declaration of Membership  | Co-Chairs* Members declared at introduction.
 |  |
|  | Approval of Quorum | Co-Chairs* Vivek confirmed achieved quorum (9) at 7:05pm
 |  |
|  | Declaration of Actual, Perceived, or Potential Conflict of Interest | Co-Chairs* none declared
 |  |
|  | Approval of Agenda | Co-ChairsAmendments:* Move Item 9 after after 10
* Defer item 8 until next meeting.
* Item 13 presentation to be moved after item 7

Moved: Jesse. Seconded: Sara: all in favour 14; oppose 0, abstain 0;Approved as amended.  | September agenda approved for meeting. |
|  | Approval of Minutes June 11, 2015  | Co-Chairs Moved Trixie; Second Jesse: all in favour 15; oppose 0; abstain 0;Approved as amended. | June minutes approved for posting. |
|  | PCEO UpdateRevision of Fundraising Policy and Procedures | Michelle Munroe (PCEO)Deborah Hume Cutajar, Business Services * Gave a review of TDSB fundraising procedures to align with Ministry Ed fundraising guidelines
* Shared draft with principals, parents and school councils; now PIAC is welcome to share their feedback through her contact details before end of October 2015.
 |  |
|  | PIAC 2015-2016 Strategic Plan Working Group Member Allocation | Co-Chairs* Review the PIAC Work Plan (2015-2016) and approve the plan as a summary of the priorities.
* PIAC meeting structure is outlined in hand-out for this school year as discussed in PIAC planning committee.
* Confirmed current WG and Outstanding WG that will continue to achieve the goals of PIAC: who are the leads, the members and the communication standard.
* Allocated new WG to achieve new goals
* High level conversation to focus on priorities and align the working groups to those priorities.
* Communication WG needs to exist and would like to have a communication between and within WG by a dedicated committee assistant. Jim S will address this.
* One PIAC standing committee will be addressed during the PIAC annual meeting.
* Need for an emergency response committee as part of the communication WG to disseminate information to parents and school councils. However, each PIAC rep could be the communicator to the parents in their ward.
* Converting the action plan into a list and assigned to WG with details of tasks and responsibilities: Communication WG to attach a WG to a priority of PIAC and then that WG will work on the tactics.

Move: KateSecond: VivekAll in favour 10; oppose 0; abstain 7;PIAC approved the PIAC Work Plan for this schools year 2015-2016. | Identification of WG Allocation deferred to next meeting. |
|  | By-Laws Working Group: Recommendations on Election Process/Procedure at Ward Level | Wilmar K.* Feedback around Board level election of the PIAC members were in conversation and a draft-form guideline document on how trustees and PIAC members will vote in new PIAC members at ward level and this will be used to amend the By-Law procedures;
* It is the intent for this document to be sent to Board standing committee. Trustees are expected to give feedback on it at the PSSC on Oct.7, 2015.
* Once the trustees give their feedback, the Bylaws WG will begin to draft the new procedures to amend the elections procedures in the PIAC by-laws.

**Discussion*** Suggestion was given to add roles and responsibilities with the elections and the communication pieces to each ward; posting on Board website.
* Sarah Ali is stepping down as W2 Rep; Ward 2 elections happening in Oct 6, 2015
 | Motion:The ward election process is recommended to the Board. Moved: Jess H.Second: Kate W. All in Favour (15);Oppose (1) Abstain (2) |
|  | Trustee Report | Trustee Michael FordTrustee reported the following:* Announced new acting chair Trustee Pilkey; farewell to Trustee Chen.
* Oct.21, Planning and Priorities meeting, 5pm
* Oct.8, Board meeting, 7pm
 |  |
|  | Executive Superintendent Report | Executive SuperintendentJim SpyropoulosUpdates given in the report:* Parent Engagement: working on departmental plan with PCEO and requests for PIAC feedback
* PIAC did survey on level of Support needed by PIAC; results are collated and will go to Academic Council, Executive Council, PSSC will be reviewed.
* Labour negotiations affecting students and teachers. See updates on TDSB web link on ETFO, ETT. CUPE workers beginning work action in September; details are on-line.
* Health Curriculum needs accommodation around specifics of sex-ed and human rights of gender issues. Staff is monitoring the situation on student attendance, staffing, policies and procedures on accommodations.
* Motion to Trustees on Parent volunteers during extra-curricular activities if staff is unavailable. Superintendent Christ Usih is informed of this too.
* TDSB website has multilingual components in 23 languages.

**Discussion:****Volunteer supervisors of extracurricular activities:*** Trustee’s motion on Parent Volunteers has a timeline: Associate director said it will be drafted until November and brought to next PSSC meeting in new year. If required, trustees can work on an interim policy.
* Currently, some parents can volunteer to work with teachers during recess. In Some schools, teachers do not help with school fundraising; parents do all the fundraising. Parents want to help their children.
* The liability of supervising children is the concern. Peel and York region have a policy for extra-curricular activities; but the TDSB policy would not replace the teachers who do this on a volunteer basis, and the volunteer parent could be involved in very emergency situations as approved by parent council and principal, as covered by TDSB insurance policy.

**Health and Physical Education:*** No PD for teachers on HPE due to job action. Although, teachers will deliver the curriculum if they are prepared.
* Parents can request accommodation on certain areas of HPE, but not on the Human Rights parts of the HPE.
 |  |
|  | Working Group Updates: |  |  |
| Annual Parent Conference Approval | Mirian T. * Sept.17, WG is meeting on the programming, speakers and logistics.
* All welcome to attend 6:45pm at 5050 Yonge street
 | Committee assistant to send a e-blast to all PIAC members |
| Budget | Tina C-K.* Reviewed the budget last year and the year before that.
* The planning of the event can be co-led.
* Michelle Munroe tentatively put the request to reserve Earl Haig for the Parent Conference. Wait for the confirmation.

**\*\*Motion** to extend the meeting 15 minutes.Moved: Kate. Seconded: Wilmar. 11 in favour, 0 oppose, 0 abstain. Approved: 15 minutes was added to meeting time. | \*\*Motion to approve a budget of $15,000 and approve the event Moved: Tina. Seconded: Vivek. All in favour 13; oppose 0; abstain 0.Approved. |
| SC411 | Mirian T.* The motion to cease SC411 in May needs to be re-evaluated and fine-tuned on the delivery and presentation of SC411.
* The enclosed report outlines details of proposed motion.

 | \*\* Motion-The motion made on May 14th and passed by the PIAC Membership is not only against our Mandate and Ontario Regulation 612/00, School Councils and Parent Involvement Committees but is also an Illegal Motion that this Motion is uplifted and that SC 411 Members continue to support School Councils.Moved: Mirian. Seconded: none. Motion fails. |
| Curriculum and Library | Saida S. | Deferred to next meeting |
| Concussion/Return To Learn  | Sharon K. | Deferred to next meeting |
|  | PIAC Member Update  | Co-Chairs  | Deferred to next meeting |
|  | Adjournment | Co-Chairs\*\*Motion to adjourn: moved Tina; second Jesse; all in favour. Approved.Adjourned at 10pm |   |

FROM: TDSB Parent Involvement Advisory Committee (PIAC) – Email: info@torontopiac.com