



Name of Committee: Parent Involvement Advisory Committee

Meeting Date: Tuesday, November 19, 2024

A Parent Involvement Advisory Committee meeting convened via Zoom on Tuesday, November 19, 2024, from 7:07p.m. to 9: 40 p.m. With PIAC Co-Chair Zena Shereck

<p>Attendance:</p> <p>Trustee:</p> <p>Staff:</p> <p>Guests</p>	<p>Erin C (W01),Nabil H (W01),Frances S (W02), Sarah A(W02),Andrew W (W03), Gordon H (W03),Tamasha G (W04), Johnson J(W04), Crystal S (W06), Mercy C (W06), Alice R(W07), Kaydeen B (W08), Anshu G (W08), Melanie M-S (W09), Bruce O(W10), Janice B (W11),Susan L (W12),Nicole W(W12), Jun J. Z (W13), Jenny Gannon (W14), Eden H(W16), Tanya O (W17),Seema M (W18), Moosa A A (W19), Chris L (W20), Geetika B (W20), A Azeem M(W21), Nadia J (W22), Zena S, (Co-Chair)</p> <p>Trustee Matias de DoVitiis,</p> <p>Elizabeth Addo Exec Superintendent, Lisa Dilworth, System Superintendent, Latha John Committee Assistant, Jack Nigro, Exec Superintendent, Michelle Munroe, Central Coordinator, PCCEO</p> <p>Trustee Dennis Hastings, Shadi Mousavi Zanjani, PCCEO, Trustee D.Williams</p>
<p>Absent:</p>	<p>Karin T(W09), Manna B(W10), Charles Z(W11), Jianfen (Jenny) Z(W13), Jennifer V(W15), Shelley K (W16), Nicole W(W17), Hasiba Anna E(W18), Nicole M(W22), Towhid N (CLG)</p>

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<p>Welcome & Introductions</p> <ul style="list-style-type: none"> • Approval of Quorum • Land Acknowledgment • Code of Conduct <p>Meeting Administration</p> <ul style="list-style-type: none"> • Conflict of interest • Change in Membership status • Approval of Consent Agenda & Minutes of October 29, 2024 	<p>Quorum was met as confirmed by PIAC Membership WG lead Frances S (W02).</p> <p>The meeting began with the land acknowledgment and welcome from PIAC Co-Chair Zena S.</p> <p>No conflict of interest or change in membership status was declared.</p> <p>The minutes from the October meeting and the consent agenda were presented for approval.</p> <p>Janice B volunteered to co-chair the meeting alongside Chair Shereck to assist in facilitating the meeting.</p>	<p>Motion by Susan L(W12) to approve the Consent agenda and Minutes , seconded by Janice B (W11). Motion was carried.</p>	
<p>Co-Chairs Update</p>	<p>A written report was distributed to the committee.</p> <p>The chair formally welcomed new and returning members to PIAC in Ward 1 & 4.</p> <p>Ward 1 re-election of Erin C and newly elected Nabil H. Ward 4 re-election of Tamasha G and new member Johnson J.</p> <p>The chair formally welcomed back Trustee Matias deDovitiis to PIAC as the Trustee Liaison.</p> <p>Acknowledged Trustee Dennis Hastings and Trustee D. Williams for their attendance.</p>		
<p>Trustee Report</p> <p>Trustee Matias deDovitiis</p>	<p>Board reorganization meeting</p>		

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	<p>Trustee Neethan Shan and Trustee Zakir Patel were elected as chair and vice-chair of the board, respectively.</p> <p>Trustee Matias deDovitiis to continue to support PIAC and invited PIAC members to reach out with any questions or concerns and reaffirmed his commitment to representing PIAC voices at the board level.</p> <p>Ward 11 Vacancy</p> <p>Ward 11 Trustee vacancy as Former chair Rachel Chernos Lin won the council election. The board is considering options to fill the vacancy, which include a temporary appointment process or a by-election. A decision is expected in the coming months after the board receives a report from staff.</p>		
Senior Staff Update	<p>Senior staff highlighted recent discussions with School Council Support WG leads Gordon and Melanie regarding school council and principal accountability.</p> <p>Three focus areas were identified:</p> <p>Short-Term Actions: Staff will address specific concerns raised by school councils immediately as they arise.</p> <p>Medium-Term Measures: Efforts are underway to educate principals on their responsibilities, including revisiting PR 558 (Parent Involvement Procedure). Superintendents have been briefed on</p>		

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	<p>these priorities during Learning Centre meetings, and schools without active school councils are being followed up on.</p> <p>Long-Term Goals: Five key focus areas will be emphasized with principals at the beginning of each school year to ensure compliance and robust parent involvement.</p> <p>Discussion</p> <p>Vaccination issue at an Agincourt school.</p> <p>A parent was informed by the school that their child could face suspension if vaccination records were not updated by November 18th. The parent was alarmed, as public health guidelines indicate such action should only occur during a pandemic or related threat.</p> <ul style="list-style-type: none"> Staff clarified that vaccination requirements are dictated by Toronto Public Health. Staff will follow up, Executive Superintendent Elizabeth Addo, whose jurisdiction includes Agincourt, will follow up directly with the parent. Parents were reminded to utilize the Parent Concern Protocol for addressing similar issues. <p>Principals' compliance with parent engagement procedures</p> <p>Does it include updating chair lists and emails. Staff explained that the institutional accountability checklist requires principals to confirm compliance with all procedural elements. Superintendents also review and sign off on these checklists to ensure thorough oversight.</p>		

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	<ul style="list-style-type: none"> Clarification was provided on the timeline for the institutional accountability checklist, which schools must complete by the end of October. Members were encouraged to report any concerns about unmet requirements to staff for prompt resolution. 		
<p>Update on November 14th Special Meeting</p>	<p>The co-chair reported on the special meeting held on November 14, 2024, and the key points discussed at the meeting included:</p> <p>Two motions were passed during the special meeting:</p> <p>Motion 1:</p> <p>1)PIAC bylaws be amended by adding the following language under 3.1.10 Appointment Process:</p> <p>(b) This is a one-time measure occurring on November 14, 2024. This amendment will not be considered to prevent other amendments of the bylaws in the 2024-2025 school year. Where PIAC terms have ended in the past two years and elections have not occurred, the incumbent will be appointed to PIAC as a Co-presentative from November 14, 2024, to March 31, 2025, or when an election to fill the vacancy is conducted, whichever occurs first.</p> <p>Motion 2</p> <p>Membership Working group, work together with PCCEO staff to follow existing process to hold PIAC co-representatives position elections in collaboration with Trustees where possible, but where necessary that elections be held without the Trustee involvement to ensure PIAC co-representatives' positions are not vacant.</p> <p>The Membership Working group will undertake to</p>		

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	<p>review and revise the election procedures for PIAC elections and report back to PIAC with a motion no later than January 2025.</p> <p>The institutional accountability checklist was confirmed to not include PR 558 for the current year but will be revised for the next school year. Members were encouraged to highlight concerns about PR 558 to inform future revisions.</p> <p>Discussion</p> <p>The importance of maintaining an accurate and current list of vacant ward positions and ensuring timely communication with trustees regarding upcoming elections.</p> <p>Membership questions arose about the process for determining vacancies and the scheduling of elections.</p> <p>The absence of communication regarding a Ward 10 vacancy and how the decision to schedule an election was made. There was no correspondence about a resignation and requested clarity on the matter. It was discussed that:</p> <ul style="list-style-type: none"> • The vacancy was identified due to lack of attendance, as per PIAC policy. • Records showed a Ward 10 representative had not consistently attended meetings, triggering the vacancy process. • Membership will review records and provide clarity. • Discrepancies in communication protocols and emphasized the importance of procedural transparency. • Trustee was proactive in addressing the vacancy and ensuring continuity. 		

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	<ul style="list-style-type: none"> Concerns about short notice and the communication process were noted, with suggestions to improve membership and trustee engagement to ensure clarity. Members sought clarification on discrepancies in the membership report, specifically regarding term expirations and vacancy notices. The importance of adhering to proper resignation and election processes, as outlined in the bylaws, was emphasized. Membership was tasked with confirming details with the PCCEO office. 		
<p>Working Group (WG) Reports</p> <p>Operational Effectiveness Working Group</p>	<p>A written report was distributed by the WG the bylaws review process was discussed.</p> <p>Motion</p> <p>The Operational Effectiveness WG and By-Laws subgroup, motion to use an hour of December’s general members meeting (December 17) to review, discuss, and provide a question-and-answer period to explore the existing PIAC by-laws as an introduction to the 2024/25 by-laws review process and maximize participation of members.</p> <p>Recommendation:</p> <p>Operational Effectiveness recommends that the Membership WG and Nominations Committee use this hour of by-laws review include a thorough introduction and review of the PIAC Co-chair elections process for all members as preparation for December’s Co-chair elections.</p>	<p>Motion By Kaydeen B(W08) seconded by Melanie M (W09)</p>	
<p>Membership Working Group Report</p>	<p>A written report was distributed by the WG the following Motions was discussed.</p>		

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	<p>Motion 1. PIAC approve the Co-chair Election Procedure as presented in Appendix 2 of this report and proceed with Co-chair election at December 17, 2024 General Meeting.</p> <p>Discussion on Motion 1 The period for the election to close on January 6th to allow for more participation. It was clarified that members in unexpired terms would be eligible to vote in the co-chair election. As per PIAC By-Laws Co-chairs can vote in case of a tie. The dates, the terms of eligibility in the election package were corrected as friendly amendment. Attendance on December 17 is required to be nominated for Co-Chair. Eden H (W16) s volunteered to be the second returning officer.</p> <p>The WG addressed the issue of vacant seats due to inactivity or missed meetings and on the expiring terms of PIAC members are not in compliance.</p> <p>Motion 2. PIAC approve the Ward Election Procedure and Form used by Trustee Services to support PIAC Co-representative Elections as presented in Appendix 3 of this report.</p> <p>Discussion on Motion 2 The possibility of adding a verification process to prove eligibility for the election.</p>	<p>Motion 1 by Andrew W (W03) seconded by Moosa A(W19)</p> <p>A recorded vote was requested. Motion as amended carried with one apposed.</p> <p>Motion 2 by Andrew W (W03) seconded by Frances S(W02) A recorded vote was requested. Motion 2 was carried with 10 in</p>	

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<p>School Council Support WG</p>	<p>Staff explained the verification process of eligibility using Powerschool.</p> <p>Motion 3. PIAC declare the following PIAC Co-representative seats vacant due lack of meeting attendance at PIAC General Meetings by PIAC Co-representatives as per PIAC Bylaws 4.9.4 “member who misses either (a) three (3) or more consecutive PIAC general meetings without advising apologies for absence, or (b) total of four (4) PIAC general meetings in any school year, may be removed from his/her seat.” and/or PIAC Bylaw 4.9.5 “member must attend 60% of PIAC meeting in a School Year”:</p> <ul style="list-style-type: none"> a. Ward 7 Co-Representative (Ayan Kaillie) b. Ward 9 Co-Representative (Karin Trajcevski) c. Ward 10 Co-Representative (Manna Begum) d. Ward 15 Co-Representative (Jennifer Volk) e. Ward 22 Co-Representative (Nicole Marshall) <p>A written report was distributed to the committee. The School Council Support working group presented a survey report based on a 2016 TDSB School Council Survey. The survey had 67 responses and was distributed via email lists and social media. The report highlighted that 27.9% of respondents had not seen the School Improvement Plan (SIP),</p>	<p>favor, seven abstentions and 2 against,</p> <p>Motion 2 by Andrew W (W03) seconded by Chris L(W20)</p> <p>Motion to withdrawn Motion 3 by Andrew W (W03), seconded by Crystal S(W06). Motion 3 was withdrawn with no objections.</p>	

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Special Events WG	<p>and 19.7% had not been consulted on a draft of the SIP. The report also noted that 15.9% of councils had not previously completed a School Statement of Needs. The TDSB School Council email account was not working for 32.3% of respondents. The survey also showed that most councils used school council funds for fundraising and external grants. The report concluded that there were continuing issues with principal knowledge, buy-in, council diversity, TDSB School Council email use, and school council fundraising. The working group acknowledged the need for more demographic information in future surveys.</p> <ul style="list-style-type: none"> • Tanya was welcomed as the new co-lead alongside Nadia for the Special Events Working Group the following updates were shared: • The annual event is scheduled for February 1st at Woburn Collegiate, 2222 Ellesmere Road, Scarborough. • The event includes two seminars and an open panel discussion in the afternoon. • School council chairs will receive invitations, and each chair may bring up to three guests. Principals are allowed up to three additional guests if school council representatives are unavailable. • PIAC ward representatives were reminded to update contact lists by November 25th. • The group is addressing transportation challenges for attendees from the West End and will seek volunteers closer to the event date. • Members were encouraged to join working groups. 		
Communications Working Group	No report from the communications WG.		

