



PARENT INVOLVEMENT COMMITTEE

Wednesday, September 11, 2024

6:00 pm

Trustees' Committee Room

133 Greenbank Road

Ottawa, Ontario

Members: Diana Mills, Alexandra Arraiz, Calla Barnett, Seyi Okuribido-Malcolm, Mohammed Saleem, Alison Telford, Tabassum Khan, Alison Kinahan (Parents for Diversity)

Non-Voting Members: Suzanne Nash (Trustee), Prince Duah (Superintendent of Education), Naya Markanastasakis (Principal, Pinecrest Public School)

Staff and Guests: Lynn Scott (Trustee), Donna Dickson (Trustee), Natalie Bergin, (Trace the Lace), Janet Tonks (Trace the Lace), Tamara Persaud (Board/Committee Coordinator)

1. Call to Order

Chair Mills called the meeting to order at 6:35 p.m.

2. Acknowledgement of Territorial Lands

Chair Mills acknowledged that the meeting is taking place on unceded Algonquin Homelands and thanked the Algonquin Nations for hosting the meeting on their land.

Vice-Chair Barnett assumed the Chair.

3. Approval of Agenda

Moved by Diana Mills,

THAT the agenda be approved.

Carried

4. Presentations

4.1 Trace the Lace

Natalie Bergin and Janet Tonks, founders of Trace the Lace, provided the Committee with an overview of their organization's mission and purpose and the impact laced drugs have on affected families.

During the discussion and in response to queries, the following points were noted:

- Trace the Lacey aims to partner with school boards across Canada to open lines of communication between the organization and communities to make drug and mental health resources more accessible;
- Natalie Bergin noted that she has delegated at the Ottawa Police Services (OPS) Board to encourage the shift in approach to drug trafficking and overdoses;
- Trace the Lacey aims to educate groups that may be vulnerable to the dangers of laced drugs and drug trafficking; and
- Superintendent Duah highlighted the proactive work the District is undertaking to mitigate drug abuse in schools and to educate students on the matter, including naloxone on school sites and facilitating Ottawa Public Health (OPH) workshops for staff and students.

5. Action Items

5.1 Report 24-107 Parent Involvement Committee Member Appointment Process (P. Duah)

Your Committee had before it Report 24-107 to provide an update on the PIC membership and to establish a membership subcommittee.

Superintendent Duah noted the requirements for PIC membership, as per the PIC By-Laws and Standing Rules. He also shared the status of current members and upcoming vacancies.

Moved By Alison Kinahan,

THAT the Membership Sub-Committee be established and the following persons be appointed to serve on the committee:

Parent Member (Allison Telford); and

Community Member (Optional, None)

Carried

Moved by Alison Telford,

THAT the Committee ask the Membership Sub-Committee to identify key local associations to be contacted and seek expressions of interest in participating in the PIC.

Carried

6. Discussion Items

6.1 PIC Annual Report

Superintendent Duah provided an update on the working draft of the PIC Annual Plan for the 2023-2024 school year and requested input from Committee members. The working draft will be sent to committee members for operational and input purposes.

7. Reports

7.1 PIC Report, 8 May 2024

Moved by Diana Mills,

THAT the Parent Involvement Committee report, dated 8 May 2024, be received.

Trustees Lynn Scott, Donna Dickson and Donna Blackburn requested that they be removed as members and added under staff/ guests.

Tabassum Khan requested that she be added to the members list.

Moved by Diana Mills,

THAT the Parent Involvement Committee report, dated 8 May 2024, be received, as amended.

Carried

7.2 Superintendent's Report

Superintendent Duah provided his report and noted the following:

- The Ministry of Education has issued a new Policy Program Memorandum (PPM) that requires the Ottawa-Carleton District School Board (OCDSB) to update its personal mobile device policy to reduce distractions to student learning. Exceptions will be made for educational, health and social educational purposes. Further details are available on the OCDSB website;
- Starting this school year, as per administrative Ministry of Education guidelines, schools must notify parents and guardians of guest speakers 14 days in advance of an event. Details such as speaker, topic and any distributed materials will be provided as well;
- The Ministry's PPM 170, regarding parent engagement and communication, directs schools to provide clear communication between schools and families. Schools must acknowledge parent questions within two days and respond within five days; and

- The 2024 Family Conference will be held at Woodroffe High School on 2 November 2024. The theme of the event is 'supporting education through change.' Materials will be sent and distributed through school councils.

8. Information Items

8.1 Chair's Report

During the report from Vice-Chair Barnett, the following information was provided:

- Vice-Chair Barnett requested that an informal meeting be planned closer to December 2024 to provide an opportunity for social activity between Committee members;
- Discussions on how to improve communication between PIC and school councils have been ongoing. Challenges have been raised regarding engaging the cost-per-subscription (CPSU) tool to maintain open communication between PIC and school councils;
- Diana Mills reminded members that her term as chair will end in November 2024. She encouraged members to consider who to elect as the next chair and added that recruiting has begun for members; and
- The final PIC Annual Report will be due to the Board on 19 September 2024 and will be circulated to members for information.

8.2 PIC Correspondence Register

There was no PIC correspondence register.

9. Standing Items

9.1 Updates from Workplan Subcommittees

There was no update provided.

10. Update from Other Committees

10.1 Ad Hoc Policy Review

Vice-Chair Barnett provided an update regarding policies pertaining to PIC and noted the following:

- The Cooperative (Co-op) Education Experiential Learning Report was passed, which sought to expand what co-op looks like for students to include lived experience; and
- Discussion and review on Trustee, Student Trustees and Board Member expense policy will be held on 12 September 2024.

11. New Business

Trustee Scott shared that the Community Partnership Award was given to the Centre for Resilience and Social Health. She acknowledged the work they have done in partnering with schools across the District.

12. Upcoming Meeting Dates

The upcoming meeting dates were provided for information.

13. Adjournment

The meeting adjourned at 8:22 p.m.

Diana Mills, Chair, Parent
Involvement Committee