



## MEMORANDUM

To: Parent Involvement Committee

From: Michele Giroux, Executive Officer, Corporate Services

Date: 15 November 2019

Re: **Updates to the Parent Involvement Committee By-Laws and Standing Rules**

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Throughout the Parent Involvement Committee (PIC) discussions this year, staff heard a number of issues and/or concerns that are related to the language in the PIC By-Laws and Standing Rules. Staff plans to bring an action report to the 15 January 2020 meeting with recommendations to update the By-Laws. PIC members are invited to review [Regulation 330/10](#) and the [PIC By-Laws](#), consider the following areas, and provide insights into possible updates to the By-Laws.

### PIC Term of Office (S. 5.0)

Currently, the By-Laws provides for “*a term of office beginning December 01 and ending November 30*”. Some members expressed a desire for a term of office that runs from September to May. PIC members are invited to consider the implications of changing the term of office to run along the school year.

### Length of Term of Office (S. 5.1)

Ontario Regulation 330/10 section 37 (1) states: “*The term of office of some of the parent members of a parent involvement committee shall be one year and the term of office of some of the parent members shall be two years, as provided in the by-laws of the committee*”. The goal of this section is to promote continuity by staggering the terms of office for the parent members.

Currently, the Committee has parent members with both one-year and two-year terms. The length of term is determined by the interest of the members and the needs of the Committee. According to the Regulation and the By-Laws, the Committee has the discretion to determine the number of parent members serving one-year or two-year term of office.

### Appointment of Parent Members (S. 6.2 - 6.7)

The PIC Membership Sub-Committee has recently recommended a waiting list of candidates, who could be appointed as members should a current member(s) vacate their seats during their term of office. In 2018, the Committee drew from the waiting list

to fill a vacancy that arose during the year. The By-Laws currently do not provide for this practice and the Committee may consider including it in the By-Laws.

Appointment of Community Representatives (S. 6.10 - 6.16)

The language regarding Community Representatives currently allows for an individual or an organization to be appointed. Members may consider an update to the current language in the By-Laws to provide greater clarity regarding this matter.

Fulsome discussion about the PIC By-Laws will be scheduled on the January meeting. In order to prepare for that meeting, members are asked to submit any additional areas or questions for review to Engy Masieh by 15 December 2019.

cc: Corporate Records