

## PARENT INVOLVEMENT COMMITTEE

Wednesday, October 16, 2019

6:00 pm

Trustees' Committee Room

133 Greenbank Road

Ottawa, Ontario

Members: Mostafizur Khan, Carm Janneteau, Diana Mills, Malaka Hendela (OCASC Member), Martyn Reid (OCASC Member), Seyi Malcolm (Parents for Diversity), Melissa McGuirk McNeil (Ottawa Network for Education)

Non-Voting Members: Brett Reynolds (Associate Director), Jennifer Jennekens (Trustee, Alternate)

Staff and Guests: Lynn Scott (Trustee), Michèle Giroux (Executive Officer), Engy Abdel Masieh (Policy Analyst), Leigh Fenton (Board/Committee Coordinator), and Michelle Dagnino (Facilitator)

1. Call to Order

Chair Khan called the meeting to order at 6:14 p.m. He introduced Michelle Dagnino to facilitate the meeting for the special purpose of developing a workplan.

2. Approval of Agenda

**Moved by Diana Mills**

**THAT the agenda be approved.**

**Carried**

3. Action Items

3.a PIC Report September 18, 2019

**Moved by Carm Janneteau,**

**THAT the Parent Involvement Committee report, dated 18 September 2019 be received.**

**Carried**

3.b Report 19-106, Establishment of a PIC Membership Sub-Committee

Your committee had before it Report 19-106, seeking approval to establish and appoint members to the Parent Involvement Committee (PIC) membership sub-committee.

Executive Officer Giroux advised that the Committee is required to convene a membership sub-committee annually and appoint members for either a one-year or two-year term. This year, there will be three vacant parent member positions and one community representative position. Members whose terms are expiring this year were invited to advise Coordinator Fenton if they wish to continue on the Committee. Executive Officer Giroux noted that staff has arranged for advertising and the sub-committee would make its recommendation to the PIC at the 20 November 2019 PIC Meeting.

**Moved by Carm Janneteau,**

**THAT a Parent Involvement Committee membership sub-committee be established as outlined in Report 19-106, and**

**THAT the following members be appointed to the membership sub-committee:**

- **Mostafizur Khan;**
- **Carm Janneteau ;**
- **Michèle Giroux;**
- **Diana Mills; and**
- **Marytn Reid.**

**Carried**

4. Discussion Items

4.a Background Information related to PIC Workplan

Background information relating to the creation of the PIC Workplan was distributed to the committee in advance of the meeting.

4.b Workplan Facilitation with Michelle Dagnino

Michele Dagnino began the facilitation of the PIC workplan focus group highlighting that the workplan must be aligned with both the District Strategic Plan and the role of PIC as outlined in the Ministry regulation 612/00.

Members discussed the purpose of the PIC as established in the regulation which provides that: *“The purpose of a parent involvement committee is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being. A parent involvement committee of a board shall achieve its purpose by:*

- (a) providing information and advice on parent engagement to the board;
- (b) communicating with and supporting school councils of schools of the board; and
- (c) undertaking activities to help parents of pupils of the board support their children's learning at home and at school".*

Members shared their perspective on the purpose of the committee; questioned the committee's understanding of "improving student achievement and well-being"; discussed the importance of providing advice to the board and questioned whether that is best done through trustees or the Director of Education or both; and the importance of the representative role of the committee and its members.

In the workshop style meeting, the following points were raised by the committee:

- The committee's workplan year should align with the launch of school year in September as opposed to the appointment cycle which begins 1 December and ends 30 November;
- During the month of May the following year's workplan should be determined and approved;
- The Parent Conference is scheduled during early November because school councils are elected at the end of September, and some questioned whether it should be earlier;
- There is a necessity to determine who undertakes the work of the workplan: staff or committee members;
- The workplan should be based on the responsibilities outlined in Ontario Regulation 612/00 of the Education Act on *School Councils and Parent Involvement Committees*, specifically the 'Purpose' listed in section 27 and 28; and
- Consideration might be given to the by-laws and how many members are one or two-year appointments. Currently elected committee members choose a one or two-year term to avert a complete renewal of the membership.

After reviewing the purpose of Parent Involvement Committees as per the Ontario Regulation 612/00, Ms. Dagnino solicited input on the high-level goals of the committee using three categories: leading, supporting or advising. The following ideas were put forth by the committee:

- The ultimate goal is to improve student achievement and well-being through supporting, encouraging and enhancing parent engagement in education;

- A shared understanding of student achievement and well-being is necessary before considering ways in which to lead, support, and advise a workplan;
- PIC shall discuss and identify new ways to communicate information to school councils;
- PIC's work on parental engagement should align with the Board priorities for parental engagement within the Strategic Plan;
- Determine which type of outreach is most effective and how to reach those who do not engage with their school councils;
- There may be opportunities for PIC to develop resources to help parents navigate the school system;
- In the experience of PIC committee members who have also had a seat on school councils, the primary focus of school councils is often fundraising and they questioned how this can change;
- The PIC should choose pragmatic activities for a workplan that will support District initiatives; and
- Determine the duplication in the roles of the PIC and Ottawa-Carleton Assembly of School Councils (OCASC).

Ms. Dagnino created three thematic columns related to understanding engagement of parents as it impacts student achievement:

- a) Supporting school councils/parent groups;
- b) Engaging representative, diverse, inclusive voices; and
- c) Enhancing the profile of PIC's ongoing roles and responsibilities.

Associate Director Reynolds advised that PIC must continue its efforts to ensure parents receive information about school programs and ensuring parents have an understanding of how they can engage with the current District's initiatives.

Executive Officer Giroux highlighted the following initiatives that relate to parents and parental involvement: Board Improvement Plan, Parent Satisfaction Survey, Identity-Based Data Collection, Tip Sheets for School Councils, Replacement for Parents Reaching Out (PRO) grant funding, Comprehensive Safe Schools and Code of Conduct Policy Reviews, Child Protection, and Safe Arrivals Program.

Ms. Dagnino concluded by acknowledging the mandate and the scope of PIC were thoroughly examined. Several of the ideas raised will support the workplan development and staff will summarize the ideas and present a plan to support engagement within the targeted areas.

5. Information Items

All items provided for information were received by the committee.

5.a Chair's Report

The Chair's Report was received.

5.b PIC Correspondence Register

The PIC Correspondence Register was received.

5.c 2019-2020 Parent Conference and School Council Training Day

A memo on logistics for the 2019-2020 Parent Conference and School Council Training Day was provided for information.

6. Adjournment

The meeting adjourned at 8:28 p.m.

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Mostafizur Khan, Chair, Parent Involvement Committee