

PARENT INVOLVEMENT COMMITTEE

Wednesday, November 20, 2019

6:00 pm

Trustees' Committee Room

133 Greenbank Road

Ottawa, Ontario

Members: Mostafizur Khan, Carm Janneteau (electronic communication), Gita Nurlaila, Diana Mills, Malaka Hendela (OCASC Member), Martyn Reid (OCASC Member), Seyi Okuribido Malcolm (Parents for Diversity - Community Member)

Non-Voting Members: Brett Reynolds (Associate Director), Wendy Hough (Trustee), Sarah Pope (Principal, Castlefrank Elementary School)

Staff and Guests: Lynn Scott (Trustee), Donna Blackburn (Trustee), Michele Giroux (Executive Officer, Corporate Services), Engy Abdel Masieh (Policy Analyst), Nicole Guthrie (Senior Board Coordinator)

1. Call to Order

Chair Khan called the meeting to order at 6:17 p.m.

2. Approval of Agenda

Moved by Malaka Hendela,

THAT the agenda be approved.

Ms. Hendela requested that item 6.d be revised to read 'draft'.

Moved by Malaka Hendela,

THAT the agenda be approved, as amended.

Carried

3. Review of PIC Report October 16 2019

Moved by Martin Reid,

THAT the PIC Report of 16 October 2019 be approved.

Carried

Ms. Janneteau and Mr. Khan suggested that reference to the Ontario Regulation Ontario 612/00 also include 330/10.

On a point of clarification Ms. Hendela noted that Regulation 612/00 is the standing legislation and 330/10 is the amending legislation. To only include reference to 330/10 would be incorrect.

Executive Officer Giroux advised that staff will take the recommendation under advisement.

3.a Business Arising from the Minutes

There was no business arising from the minutes.

1. 2019-2020 Workplan

The Draft PIC 2019-2020 Workplan was provided for information. Staff advised that the workplan is separated into four themes, as discussed at the 16 October 2019 PIC meeting. The themes are as follows: Supporting Parent Engagement in Established Processes and Structures, Overcoming Barriers to Parent Involvement, Enhancing the Role and Functioning of the Committee; and Advising District on Key Initiatives.

Members noted that the draft workplan is a good first step but suggested that another meeting should be considered to discuss and approve the PIC 2019-2020 work plan.

Staff advised that both the PIC Bylaws and workplan should be finalized at the 15 January PIC meeting;

Moved by Martyn Reid,

A. THAT a sub-committee be established to draft the 2019-2020 workplan and report to the 15 January 2019 PIC meeting; and

B. THAT Martyn Reid, Malaka Hendela, Seyi Okuribido Malcolm, Diana Mills, Wendy Hough, Carm Janneteau, Mostafizur Khan be appointed as members to the workplan sub-committee.

Carried

4. Action Items

4.a Report 19-122, Parent Involvement Committee Member Confirmation

Your committee had before it Report 19-122 to recommend parent members to the Parent Involvement Committee (PIC).

Moved by Diana Mills, seconded by Gita Nurlaila,

A. THAT the following nine persons be appointed to the PIC for the term identified:

Name	Membership	Term
Noura Ahmed	Parent Member	2019-2021
Malaka Hendela	Parent Member (OCASC Rep)	2019-2020
Jennifer Hood	Parent Member	2019-2021
Amber Labelle	Community Member (Parents for Diversity Alternate)	2019-2021
Diana Mills	Parent Member	2019-2021
Gita Nurlaila	Parent Member	2019-2020
Seyi Okuribido Malcolm	Community Member (Parents for Diversity)	2019-2021
Kahmaria Pingue	Parent Member	2019-2020
Martyn Reid	Parent Member (OCASC Rep)	2019-2020

B. That the following persons be added to a wait list for appointment to PIC in the event of a vacancy; Michelle Reimer and Lynda Hinch.

Carried

5. Discussion Items

5.a Memo, Board Improvement Plan for Student Achievement and Well-being (BIPSAW) 2019-2020

Superintendent Towaij advised that the Board Improvement Plan for Student Achievement and Well-Being (BIPSAW) for 2019-2020 is focused on mathematics, with a specific focus on students in grades 3, 6, and 9 applied classes. She noted that research shows that there is a correlation between student perceptual and attitudinal data and achievement. She noted that parental input into the factors that contribute to a student's positive perception of mathematics will help inform the work of the District.

Superintendent Towaij led the PIC in an exercise designed to elicit some ideas on the ways the District can increase student achievement and confidence in mathematics. She noted that every single child is a math

child and the role and responsibility of the District is to ensure that kids are capable and confident in their math skills and abilities.

Superintendent Towaij noted that all school improvement plans feature mathematics. School councils, parents and student voice are required to ensure the District understands inclusivity inside a math class.

Superintendent Towaij noted that students report a significantly higher level of confidence in their literacy skills. The questions will be posed in all schools and a dotmocracy will help determine the highest ranking ideas. Parents will be asked to vote on the three things the District should commit to doing to help children feel more confident in their math skills.

Supertintendent Towaij noted that it is important to note that the questions and the corresponding charts within the BIPSAW were created by EQAO and not the District. The District is therefore unable to change the questions.

5.b Report 19-120, 2019-2020 Parents Reaching Out Grant

Your Committee had before it Report 19-120, outlining possible approaches for the allocation of the 2019-2020 Parents Reaching Out (PRO) Grant funding. The Ministry allocated \$40,521.00 in PRO Grant funding to the District to spend at their discretion, subject to parameters specified in the Transfer Payment Agreement.

During the discussion of possible approaches for the allocation of the 2019-2020 PRO Grant funding and in response to queries, the following points were noted:

- The District has historically received PRO Grant funding in the range of \$70,000 to \$80,000;
- To date, the province has been silent on announcements regarding changes to the program;
- Possible allocation strategies may include:
 - Distributing a fixed amount to all school councils to “top up” their \$500 Parent Involvement allocation;
 - Distributing a fixed amount to some school councils based on need;
 - Distributing the funds through a grant application program; or
 - Using the funds to create some parent engagement modules and resources for school councils.
- Chief Financial Officer Michael Carson indicated that the District would cover the cost of the Parent Conference to ensure the amount supplied from the province is available for allocation;

- The province requires that the funding be allocated and disbursed by June 2020. Any remaining funds must be returned;
- In the past, the province published a list of PRO Grant recipients and associated projects;
- The transfer payment agreement is clear that the province will provide the funds but not denote the authority for allocation;
- Ms. Hendela queried the amount allocated to special environmental projects through the 2019-2020 budget and that she has received no information on how councils may access this fund. She suggested that school projects related to the environment could be funded from the budget allocating for special environmental projects. This would make available the PRO Grant funding for other schools;
- Ms. Hendela cautioned against using the funds exclusively for a one-day event where participation may be capped;
- The spending of the PRO Grant is dependent on the dedication of the school council, some councils apply and receive funding but are unable to use it;
- An opportunity to partner with schools that need additional funding or who may not have a school council should be considered;
- The allocation does not have to be application-based. However, strategies for equitable distribution and possible areas of focus must be considered;
- Trustee Hough noted that if \$40,000 is the new level of funding, the allocation objectives should focus on the school learning plan and the board improvement plan;
- As the final report from schools that received PRO Grant funding was rarely received by the District, there is no way to assess the success or failure of the initiative;
- There is no carry forward of the PRO Grant funds;
- Typically PRO Grant funding to schools has been used for family night activities which limits its use, and many of those activities are volunteer intensive;
- Further thought and consideration of the appropriate distribution of PRO Grant funding to support specific initiatives for schools in need is required;

- The costs of the Speaker Series will be managed independently of the PRO Grant. Staff aim to attract and utilize more local speakers to help lower the cost;
- CFO Carson will attend the 21 November 2019 OCASC meeting and can provide further information on funding;
- Staff will prepare and execute a Thoughtexchange to solicit ideas on the allocation of the PRO Grant. Notice of the Thoughtexchange will be communicated in the School Council Newsletter, the District website, school websites and social media;
- OCASC will discuss the matter with their membership at 21 November 2019 meeting; and
- A report on the ThoughtExchange results and possible recommendations will be provided to the 15 January PIC 2020 meeting.

6. Information Items

6.a Chair's Report

Chair Khan thanked everyone for their contributions to the success of the Parent Conference and School Council Training Day.

Chair Khan noted that he attended the school year calendar committee meeting on behalf of PIC on 19 November 2019.

Chair Khan encouraged the members to review the upcoming speaker series events and note them in their calendars.

6.b Director's Report

Associate Director Reynolds noted that both the Ontario Secondary School Teachers' Federation (OSSTF) and the Elementary Teachers Federation of Ontario (ETFO) are in a legal strike position. Both unions have advised of strike action in the form of a "work to rule" or "partial withdrawal of service" beginning Tuesday, November 26, 2019. Associate Director Reynolds noted that the strike action primarily impacts administrative duties; all classroom activities, extracurricular programs, and extended day programs will continue as usual. Communication will continue to parents on all channels. Schools will remain open and ready to receive students. Should closures be required, the District will broadly announce the decision. Messages will be translated, and staff is working with principals in schools where additional communication support may be required.

Associate Director Reynolds announced that as part of a commitment to better understand the challenges students are facing and where more

support is needed, the Valuing Voices survey will launch on 26 November and continue until 13 December 2019. Parents of students in Kindergarten to Grade 6 will complete the survey, and students in grades 7 to 12 will complete the survey during class time. Staff anticipates that initial findings will be available in the spring of 2020, and the data will be used to augment other data sets, including the Annual Student Achievement Report.

Associate Director Reynolds advised that 7,000 District staff have completed and participated in the Commit to Kids Training program. The District aims to create a culture where predatory behaviours are identified, reported, and addressed. He added that a draft sexual child abuse prevention policy would be presented to the Board in December 2019.

Associate Director Reynolds advised that the District will begin its consultation on the Safe Schools Policy review. The District will seek input and feedback on policies for dress code, code of conduct, safety in schools, and other preventive/proactive policies that assist in setting the tone for school culture. The District will begin consultation after the Board approves the consultation plan. Phase 1 of the plan will commence in January 2020. The input from the community will help inform the draft. The District will host two large parent forums, and several other opportunities to provide feedback will be offered to the community before the release of the draft in June 2020.

6.c Memo on Updates to the Parent Involvement Committee By-laws and Standing Rules

A memorandum entitled "Updates to the Parent Involvement Committee By-Laws and Standing Rules" was provided for information. The memorandum outlines some issues and/or concerns that have been identified 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 were invited to review Regulation 330/10 and the PIC By-Laws and to be prepared to provide insights into possible updates to the By-Laws.

Executive Officer Giroux noted that an orientation session, outside of the PIC meeting schedule, will be held with new members. The By-Laws and other PIC related information will be shared with the new members to ensure they are prepared to provide input into the discussion at the 15 January 2019 meeting.

6.d Draft 17 October 2019 Ottawa-Carleton Assembly of School Councils (OCASC) Report

Mr. Reid noted that the draft 17 October 2019 OCASC report was provided for information. He advised that OCASC has few administrative volunteers and that they would supply the draft report when possible.

Mr. Reid invited PIC members to attend OCASC meeting.

In response to a query from Ms. Mills, Mr. Reid noted that OCASC does not have the mandate to speak to anyone other than its members. Each member school contributes \$35.00 in dues, and schools that are unable to pay are also accepted. Ms. Hendela noted that PIC has a legislative mandate to reach all school councils.

Executive Officer Giroux advised that OCASC meetings and further information on OCASC is included in the School Council Newsletter. She indicated that the District could not supply OCASC with contact information for all school and school council chairs for privacy reasons.

Mr. Reid queried the status of the migration of school council websites to the District school website and the District's outreach plan to engage schools to fill gaps. Executive Officer Giroux advised that information will be provided to schools, and staff continue to work on the migration.

6.e PIC Correspondence Register

The PIC Correspondence Register was provided for information.

7. New Business

Executive Officer Giroux advised that the Board has expanded the pilot program of a new attendance application. The application will be further tested in twelve schools, in an effort to resolve issues before a District-wide rollout.

In response to a query from Ms. Hendela, Executive Officer Giroux noted that the media has recently released a report on water quality in the province. The release of information included a database of Ontario schools and identified the number and percentage of tests for lead in comparison to Health Canada recommendations. She noted that the data is not current and that all District elementary schools are in compliance with the requirements of Ontario's Safe Drinking Water Act. The testing results and actions to address issues are shared with the Ontario government, Ottawa Public Health, and are also posted to the District website.

8. Adjournment

The meeting adjourned at 8:41 p.m.