



PARENT INVOLVEMENT COMMITTEE

21 September 2020

REPORT No. 20-078

PARENT INVOLVEMENT COMMITTEE MEMBERSHIP UPDATE

Key Contact: Michèle Giroux, Executive Officer, Corporate Services, 613-596-8211 ext. 8310

PURPOSE:

- 1. To update the Parent Involvement Committee (PIC) on the current status of its members and seek approval to begin to address its membership needs for 2020-2021 school year.

STRATEGIC LINKS:

- 2. Appointing members to the PIC supports the District’s commitment to enhance parental engagement and improve the governance practices through the broader perspective that member organizations offer. This aligns with the cultures of caring and social responsibility of the 2019-2023 Strategic Plan.

CONTEXT:

- 3. The [PIC By-Laws and Standing Rules](#) provides for eighteen members, thirteen of whom are voting members, including ten parent members and three community representatives.

Below is the list of the current members of the Committee and their corresponding terms:

| Name | Membership | Term |
|------------------------------|---|-----------|
| Ottawa Network for Education | Community Member (Carolyn Hunter Rep) (Mellisa McGuirk McNeil - Alternate) | 2019-2020 |
| Parents For Diversity | Community Member Seyi-Okuribido-Malcolm | 2019-2021 |

| | | |
|--|------------------------------------|-----------|
| Vacant | Community Member | |
| Parent Members with Terms Expiring on November 30th | | |
| Mostafizur Khan | Parent Member | 2018-2020 |
| John Marshall | Parent Member | 2018-2020 |
| Gita Nurlaila | Parent Member | 2019-2020 |
| Kahmaria Pingue | Parent Member | 2019-2020 |
| Vacant | Parent Member | 2019-2020 |
| Parent Members with Terms Expiring in 2021 | | |
| Noura Ahmed | Parent Member | 2019-2021 |
| Jennifer Hood | Parent Member | 2019-2021 |
| Diana Mills | Parent Member | 2019-2021 |
| Parent Members Appointed Annually by OCASC | | |
| OCASC | Parent Member (Martyn Reid Rep) | 2019-2020 |
| OCASC | Parent Member (Malaka Hendela Rep) | 2019-2020 |

As indicated above, the PIC starts this school year with one parent member vacancy, one community member vacancy and four members whose term expires on November 30th.

KEY CONSIDERATIONS:

4. Parent Members Vacancies

Carm Janneteau who also served as the Vice Chair of the Committee has resigned her position creating a vacancy. The term of that appointment was until November 30th 2020.

In accordance with the [PIC Bylaws and Standing Rules](#) (Appendix A), the Committee may fill vacancies from the waiting list. There are currently two candidates on this list, however the selected candidate may only fill the current vacancy for the remainder of the original term.

As of 30 November 2020, the terms of office for the following Parent Members will expire:

1. John Marshall;
2. Mostafizur Khan;

3. Gita Nurlaila;
4. Kahmaria Pingue; and

In accordance with PIC By-Laws,

- Parent Members with expiring terms of office may be reappointed to the Committee, if interested, subject to the appointment process (section 5.5);
- there is no restriction on the number of terms that a member may serve, but there is a restriction that the Chair can only serve two consecutive two year terms;
- Parent Members may serve either a one (1) or two (2) year term (section 5.1); and
- OCASC representatives are appointed annually by Ottawa-Carleton Assembly of School Councils (OCASC) (section 5.2).

5. Community Member Vacancies

The PIC operated during 2019-2020 school year with one vacancy in the Community Member positions and two local associations represented at the table:

- Parents for Diversity (P4D) with a term of office expiring 30 November 2021; and
- Ottawa Network for Education with a term of office expiring 30 November 2020.

The Committee may seek new local associations to fill the current and emerging vacancies by sending letters to possible candidates (Appendix B: List of Possible Community Member Candidates) exploring their interest to sit on PIC and appoint a representative to the Committee. Individuals may also serve as Community Members should they satisfy the eligibility requirements as per section 4(c) of the By-Laws. All Community Members shall be appointed for a two-year term.

6. Process for Appointments

The PIC by-laws have an established process for appointments involving a membership sub-committee. The District undertakes a communications campaign to seek new members.

Candidates interested in being considered for Parent Member positions are required to provide to the PIC Membership Sub-Committee the following information:

- A written expression of interest outlining his or her interest in public education as well as his or her knowledge and skills in one or more of the areas of: public education; community engagement; equity and inclusion strategies; and public policy and/or communications;
- A written confirmation that he or she is a parent of a pupil enrolled in an OCDSB school;
- An indication of whether or not they have experience in one or more of the following areas:

- i) elementary or secondary;
- ii) urban, suburban or rural;
- iii) special education;
- iv) diverse communities; and

- An indication of the candidate's interest in serving a one or two-year term.

7. Confirming Continued Interest

It will be necessary to confirm whether any current Parent Members with terms of office expiring on 30 November 2020 are interested in continuing their reappointment to the Committee. In the past, the Committee has generally allowed for the renewal of membership by interested committee members, subject to the number and nature of applicants relative to the skills and experience matrix.

FINANCIAL CONSIDERATIONS:

8. The costs associated with the advertisement are covered through the Parent Involvement funds allocated by the Ministry.

COMMUNICATION/CONSULTATION ISSUES:

9. There is an active recruitment campaign in order to identify and appoint new members to the PIC.

RECOMMENDATIONS:

- A. THAT staff contact the individuals currently on the waiting list inquiring about their continued interest in serving on PIC as Parent Members for a term effective 21 September 2020 to 30 November 2020;
- B. THAT the Membership Subcommittee be established and the following persons be appointed to serve on the committee:
 - Chair: Mostafizur Khan
 - Parent Member:
 - Community Member (Optional):
- C. THAT the Committee ask the Membership sub-committee to identify key local associations to be contacted in terms of their interest in sitting on PIC.

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Camille Williams-Taylor
Director of Education and
Secretary of the Board

APPENDICES:

Appendix A: [Parent Involvement Committee By-Laws and Standing Rules](#)

Appendix B: List of Possible Community Member Candidates