



## **PARENT INVOLVEMENT COMMITTEE**

**18 NOVEMBER 2020**

### **REPORT No. 20-104**

## **PARENT INVOLVEMENT COMMITTEE MEMBERSHIP CONFIRMATION**

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

### **PURPOSE:**

1. To appoint new members to the Parent Involvement Committee (PIC).

### **STRATEGIC LINKS:**

2. Appointing new members to the PIC supports the District's commitment to enhancing parental engagement and improving the governance practices through the new perspective new members 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 members. On 30 November 2020, five of the Parent Member positions and two of the Community Member positions will become vacant.

The Membership Sub-Committee received thirty-six (36) applications for membership and is recommending five (5) candidates to fill the position of parent member, two (2) candidates for the Parent Member Waiting List. In addition, the Sub-Committee reviewed applications for Community Member positions and recommends one (1) organization (a representative and an alternate) to fill one vacancy in the Community Member position.

This report seeks PIC's ratification of the candidates recommended by the PIC Membership Sub-Committee at its 05 November 2020 meeting.

### **KEY CONSIDERATIONS:**

4. PIC Membership Needs

The PIC has ten (10) Parent Members in total; two (2) parent member positions are appointed by OCASC on an annual basis and eight (8) positions are appointed by the Committee.

Of the current Parent Members, one (1) position is vacant, four (4) positions have terms which end on November 30th, and three (3) have a two-year term ending in 2021.

With regards to the Community Member position, the PIC has been operating with two (2) member organizations and one (1) vacancy for the past year. The two (2) organizations are Ottawa Network for Education (ONFE) with a term ending November 2020 and Parents for Diversity (P4D) with a term ending November 2021. The PIC will therefore have two (2) Community Member vacancies effective 01 December 2020.

5. PIC Membership Campaign

At the PIC direction, the District launched a PIC membership campaign between 05 and 30 October 2020. Applications for the Parent Member position were sought utilizing the District and school web pages, CHIN radio station and social media. A memo was also sent to school principals and vice principals encouraging them to promote the campaign within their parent communities. Staff sent several direct communications to community organizations which were recommended by the Membership Sub-Committee to explore their interest to sit on the PIC. Additionally, staff reached out to current members whose terms expire on 30 November 2020 requesting a written expression of interest should they wish to continue to serve on the Committee and two of the four members expressed interest in reappointment to another term of office.

6. Applications

In response to the membership campaign, a total of thirty (30) applications were received for the Parent Member position, including written expressions from 2 of the current members and six(6) applications for the Community Member position.

7. Parent Member Positions

In a recent update to the PIC By-Laws and Standing Rules, the PIC stipulated its practice of creating a waiting list of two candidates who may be approached where a vacancy arises during the year. The Membership Sub-Committee was therefore asked to recommend a total of seven (7) candidates among the applicants for the Parent Member position.

8. Work of the Membership Sub-Committee

On November 05, the Membership Sub-Committee met to review the applications and make recommendations to the PIC. Given the strong roster of

candidates for the Parent Member position, each member of the Membership Sub-Committee was asked to present a short-list of candidates for the Parent Member vacancies and explain the rationale behind their choice. The evaluation of the applications was based on the PIC Parent Member Skills Matrix (Appendix A). The Sub-Committee reviewed applications in common, discussed the needs of the committee relative to the skills and experience of the applicants and made its final recommendation presented below for ratification by the PIC members.

9. Community Member Positions

The six applicants for the Community Member position met the qualifications stipulated in the PIC By-Laws and Standing Rules. In consideration of the PIC Community Member Skills Matrix (Appendix B), members of the Membership Sub-Committee agreed that ONFE was the organization that best fulfilled the Committee's mandate and membership needs, and their recommendation reflects this position.

Members of the Sub-Committee suggested staff contact the Ottawa Community Immigrant Services Organization (OCISO) to explore its interest in appointing a representative to the Committee.

**FINANCIAL CONSIDERATIONS:**

10. The total cost of advertisements was \$720.38, which was covered by the PIC annual budget. There are no financial costs associated with the confirmation of appointments to the Parent Involvement Committee.

**COMMUNICATION/CONSULTATION ISSUES:**

11. Staff will reach out to the successful candidates to inform them of their appointment to the PIC for a term effective 01 December 2020 and will extend the PIC meeting invitation to the rest of the applicants. New members will receive an orientation session to familiarize them with the PIC mandate and operation.

**RECOMMENDATIONS:**

- A. THAT the the PIC appoints the following parent members and waiting list candidates for term identified:

Name	Position	Length of Term
Okuribido- Malcolm, Seyi	Parent Member	2-year term
Atef, Abdalnaser	Parent Member	2-year term

Dillon, Annette	Parent Member	2-year term
Morse, Jaime	Parent Member	2-year term
Samuels, Jacquie	Parent Member	1-year term
<b>Waiting List</b>		
Khan, Mostafizur Lyon, Suzanne		

- B. THAT Ottawa Network for Education be appointed as a Community Member for a two year term with representation by Heather Kotelniski and Kristina Price.
- C. THAT staff contact the Ottawa Community Immigrant Services Organization to explore its interest in becoming a Community Member of the PIC with a two-year term ending 30 November 2022

---

Michele Giroux  
Executive Officer, Corporate Services  
(ext. 8310)

## **APPENDICES**

Appendix A: PIC Parent Member Skills Matrix  
Appendix B: PIC Community Member Skills Matrix