



Parent Involvement Committee

Welcome to the **Parent Involvement Committee** (PIC) at the Ottawa-Carleton District School Board (OCSDB)



Parent Engagement Matters

Studies show that parent engagement matters...

"Students are more likely to be motivated, to earn higher grades, to have better behaviour and social skills, and to continue their education to a higher level when their parents are actively engaged in supporting their success at school."

Ontario Ministry of Education website



Parent Engagement Matters

It is equally important to recognize that parent involvement takes many forms.

- *serving on school councils and Parent Involvement Committees (PICs)*
- *volunteering for field trips and school activities*
- *making sure there is a quiet place set aside to do homework,*
- *helping with homework*
- *meeting with teachers*
- *talking to your child about their day at school.*

These are all examples of engaged parents, they are all contributing to their children's education.



What is PIC?

Ontario Regulation 612/00 requires every school board in Ontario to create a PIC to establish a direct link between parents and the Director of Education and Board of Trustees.

The Committee is governed by Regulation 612/00 and the by-laws, created by the Committee.



Mandate

The mandate of the Committee is to support, encourage and enhance parent engagement at the District level in order to improve student achievement and well-being.

The Committee achieves its mandate by:

- providing advice and feedback to the Board from a parent perspective;
- communicating with and supporting school councils; and
- helping parents support their children's learning at home and at school.



Membership

The Committee has up to 18 members:

Voting Members

- (10) Parent Members
- (3) Community Representatives.

Non-voting members

- the Director of Education or designate
- (1) trustee
- and may include (1) elementary or secondary principal or vice-principal; (1) elementary or secondary teacher; and (1) employee of the District



Who are the members of PIC?

Parent Members

Jacquie Samuels

Abdulnaser Atef

Annette Dillon

Jaime Morse

Noura Ahmed

Seyi Okuribido-Malcolm

Diana Mills

Jennifer Hood

Martyn Reid (OCASC)

Malaka Hendela (OCASC)

Community Representatives

Heather Kotelniski (ONFE)

Kristina Price (ONFE)

Non-voting

Brett Reynolds

Wendy Hough

Staff Support

Michele Giroux, Engy Abdel Masieh,
Darren Gatley



PIC Members

All members of the Committee will:

- promote and encourage parent engagement and the work of the committee in the OCDSB;
- review all relevant material prior to the Committee meetings;
- attend and participate in the Committee meetings; and
- participate in Committee and Sub-Committee initiatives as required.

In addition to the above, a Community Representative and/or a Parent Member who is a representative of OCASC will act as a liaison between the Committee and his or her community group, organization or committee.



PIC and OCASC

OCASC, the Ottawa-Carleton Assembly of School Councils, is an organization for school councils and parents to share information and facilitate communication within the communities of the OCDSB in order to enhance the education of all its students.

School Councils are encouraged to elect a council member to be their OCASC delegate, or to elect two people to share the responsibility as delegate and alternate. Delegates are encouraged to regularly attend OCASC meetings, and to report back to their councils on the information shared at OCASC meetings. OCASC meetings are open to the public and any parent or other interested person is welcome to attend meetings.



Parent Observers

- All PIC meetings are open to the public;
- Parents are welcome to attend PIC meetings to learn more about parent involvement at the OCDSB;
- Non-members of the Committee may be asked to contribute to discussion, but are observers at the meeting; and
- Parents who attend meetings as observers and are interested in participating are encouraged to apply to be a member during the next annual membership process.

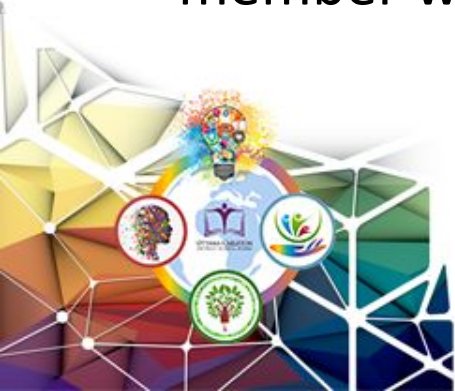


Chair and Vice Chair

The Committee shall elect a Chair and a Vice Chair from amongst its Parent Members.

The Chair and Vice Chair shall be Parent Members of the Committee who have been appointed to serve a two-year term.

Where a nominee to the office of Chair is a member serving a one-year term, his or her term may be extended for a second year and on appointment he or she shall be deemed to be a member with a two (2) year term.



Duties of the Chair

- Collaborates with staff to plan the agenda for each meeting;
- Acts as a facilitator to the meeting;
- Encourages participation of members in discussion;
- Clarifies points and helps lead the group towards its objectives; and
- Ensures only respectful and constructive comments are expressed by members.

* The Vice-Chair assumes the Chair's responsibilities when they are unable to attend meetings.



PIC Meetings

- The Committee shall meet at least four times in each school year;
- Meetings are generally held the 2nd Wednesday of the month;
- Meetings are generally held at the Board office, 133 Greenbank Road, but due to the pandemic are now held via ZOOM;
- Meetings begin at 6:00 p.m. and run until approximately 8:00 p.m.; and
- Dinner is provided when meetings are held at 133 Greenbank.



Agendas

- Each meeting follows an agenda;
- Agendas ensure that meetings remain productive;
- Agendas can be retrieved online the Friday before the meeting; and
- If you have questions about an agenda topic, contact the Chair, Executive Officer, or Committee Coordinator.



A Typical Meeting

Meetings include:

- Presentations from staff;
- Ministry consultations;
- District policy consultations;
- Planning events for parents;
- Organizing the Speaker Series;
- Work with school councils;
- Opportunities to learn more about the programs, supports and services of the OCDSB; and
- Other topics of importance to parents.



Collegial Conversations

The Chair is responsible for facilitating the meeting and maintaining a respectful atmosphere.

The OCDSB has a Respectful Workplace policy, Policy P.009.HS, that applies to committee meetings.

All meeting attendees :

- Contribute to a culture of open discussion;
- Respect all points of view;
- Keep the focus of discussion and debate on the agenda item; and
- Use a respectful tone and language at all times



PIC Members as Ambassadors

You play an important role in our community.

Please share your insights and feedback at any time.



Resources

[Ontario Regulation 612/00](#)

[OCDSB PIC By-laws](#)

Parents for Education - [Who does what in Education](#)

