

**Name of Committee:** Parent Involvement Advisory Committee

**Meeting Date:** September 20, 2022

A meeting of the Parent Involvement Advisory Committee convened on September 20, 2022, from 7:00 p.m. to 8:36 p. m. via Zoom with PIAC Co-chairs Felicia Lau & Andrew Waters

<b>Attendance:</b>	Erin Clarke (W1), Frances Shawera (W2), Saira Somani (W3), Sharon Grant (W4), Jessica Ruiz(W4), Crystal Stewart (W6), Kaydeen Bankasingh (W8 ), Anshu Grover (W8), Cecile Farnum (W9), Denese Gascho (W10), Charles Zhu(W11), Susan Lee(W12), Liesha Earle(W12), Aretha Phillip (W13 ), Jenny Gannon (W14), Nazerah Shaikh (W14), Madelaine Hamilton(W16), Seema Mitchell(W18), Mark Ramcharan (W18), Shanti Chand (W19), Chris Levien(W20), Zuojun Han(W20), Abdul Azeem Mohammed(W21), Nicole Marshall (W22), Towhid Noman(CLG), Felicia Lau(PIAC Co-Chair), Andrew Waters (PIAC Co-Chair ), Trustee Christopher Mammoliti
<b>Staff:</b>	Exec Superintendent Shirley Chan, Associate Director Andrew Gold, Latha John (Committee Assistant), Michelle Munroe (Central Coordinator, PCEO), Exec Superintendent Uton Robinson, Peter Singh Exec Officer
<b>Regrets:</b>	Director of Education Colleen Russell Rawlins, PIAC OPICA Liaison D.Williams Janice Barnett(W11), Nadia Judunath (W22)
<b>Absent:</b>	Sarah Ali (W2), Lauren Tedesco (W3), Alice Romo (W7), Anees Munshi(W21)

ITEM	DISCUSSION	MOTION	RECOMMENDATION
<ul style="list-style-type: none"> <li>• Welcome &amp; Introductions</li> <li>• Acknowledgement of Traditional Lands</li> <li>• Code of Conduct</li> <li>• Approval of Quorum</li> </ul>	<p>Acknowledgement of Traditional Lands was done by Chair Felicia Lau. Members were reminded of the code of conduct.</p> <p>Quorum was achieved.</p>		
<ul style="list-style-type: none"> <li>• Change in Membership Status</li> <li>• Declaration of</li> </ul>	No change in membership status was declared at the meeting.		

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Actual, Perceived, or Potential Conflict of interest			
Approval of Consent Agenda and June 20, 2022, Minutes	<p>Agenda to be updated as per the following:</p> <ul style="list-style-type: none"> <li>• Regrets was received from Director of Education, the Director's update to move to a future PIAC meeting.</li> <li>• Special Event Motion to be presented under the Operational Effectiveness WG update.</li> <li>• Membership WG is responsible for Co-Chair Elections as per PIAC by-laws</li> </ul>	<p>Motion to amend the September Agenda by Nazerah S (W14) and seconded by Abdul Azeem M (W21). Motion was carried by consent unanimously.</p> <p>Motion to approve the Consent Agenda – (Amended Agenda and June 21 Minutes) Motion was carried unanimously.</p>	
Co-Chairs Update	<p><b>PSSC meeting</b> PSSC is scheduled on October 19<sup>th</sup>.</p> <p><b>PIAC Website</b> The Communication WG led the redesign of PIAC website over the summer. The new redesigned PIAC website has been launched. <a href="https://www.torontopiac.com">https://www.torontopiac.com</a></p> <p><b>PIAC Working Groups</b> Members to sign up for Working groups for the school year 2022-2023- <a href="https://bit.ly/PIACWG2022">https://bit.ly/PIACWG2022</a></p> <p><b>Parents as Partners Conference</b> Conference dates - October 22 &amp; 23, 2022</p> <p><b>PIAC Google Drive</b></p>		

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	<p>Co-Chair reports and PIAC resources can be accessed from PIAC's Google drive for PIAC.</p> <p><b>PIAC meeting Dates</b> PIAC meeting dates were revised due to conflicts with other community advisory committee meetings. The revised dates were shared in the Co-Chair report to the committee.</p>		
Trustee Update	<p><b>Trustee Ward Forums &amp; PIAC Election</b> There is no current mandate restricting in- person ward forums and hence there should be no restriction for PIAC elections in the ward at this time.</p> <p><b>Board Meeting</b> <a href="https://www.tdsb.on.ca/Leadership/Boardroom/Agenda-Minutes">https://www.tdsb.on.ca/Leadership/Boardroom/Agenda-Minutes</a></p> <p><b>Policy Consultations</b> <a href="https://www.tdsb.on.ca/About-Us/Policies-Procedures-Forms/Policy-Consultations">https://www.tdsb.on.ca/About-Us/Policies-Procedures-Forms/Policy-Consultations</a></p>		
Director of Education Update	The Director of Education Colleen Russell-Rawlins has sent regrets to this meeting and will provide an update at a future PIAC meeting.		
Senior Staff Update	<p><b>Reorganization- Staffing</b> Staff reported that the Board is in a good place with staffing needs in schools this September in comparison with last June. Reorganization process of additional staff allocations are done differently in elementary and secondary panel. The allocation of additional staff will be done on October 3<sup>rd</sup> in some elementary schools. Qualified teachers are in place and the roster for occasional teachers are available for schools.</p>		

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	<p>The Board follows Toronto Public Health for home screening and for schools to be healthy places of learning.</p> <p><b>Supports for early reading and literacy in English and French</b> Staff to present to PIAC in October on the literacy supports that are available for students.</p> <p><b>Tutoring Program</b> Ministry of Education announced support and funding for tutoring programs for students K to12 as part of learning recovery response to the pandemic until December 2022. The tutoring priorities are math literacy and foundational learning skills. The tutoring opportunities took place in spring and summer and over 20,000 students received tutoring through various models such as continuing education, peer tutoring, summer camps, summer tutoring, summer credit courses, summer school, elementary tutoring support and more.</p> <p><b>School Council Email Accounts Update</b></p> <ul style="list-style-type: none"> <li>• Staff provided an update on the IT support that were put in place for school council accounts.</li> <li>• IT support staff to continue working with PCEO on supporting PIAC/CAC</li> <li>• Updating internal and external documentation and instructions</li> <li>• Creating a new request form to help improve the current account creation process for PIAC and CAC accounts.</li> </ul>		

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PCEO Update	<p><b>PO23-Parent/Caregiver Engagement Policy</b> The policy is approved by the Board and PCEO is working on the updating procedures that are linked to the policy.</p> <p><b>School Council Virtual Town Hall</b> A Town hall will be held on September 29 @ 6pm</p> <p><b>School Council By-Laws Template</b> The template will be live on September 30 for school councils.</p> <p><b>Fall tips for school principals</b> The resources to be shared with principals of schools</p> <p><b>Programs Priorities Funding (PPF)</b> The ministry has allotted \$264000 for parent caregiver engagement. PCEO will consult with PIAC, SEAC &amp; UICAC on allocating of the funds for school councils.</p> <p><b>School Council Role in Elections</b> The role of school councils and CACs in local elections and the election policy are presented in the PCEO report. The information to be shared with school council chairs by staff.</p> <p><b>National Day for Truth and Reconciliation 2022</b> This <a href="#">September 30</a> will be the second <a href="#">National Day for Truth and Reconciliation</a>, in addition to being the 8th annual <a href="#">Orange Shirt Day</a>.  Parents/caregivers resources - <a href="https://www.cbc.ca/parents/learning/view/sharing-the-message-of-truth-and-reconciliation-with-your-kids">https://www.cbc.ca/parents/learning/view/sharing-the-message-of-truth-and-reconciliation-with-your-kids</a></p>		

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Q& A	<p><b>IT support for parents</b>  Parents are having many issues with IT log in, zoom log in, google meet to support their children's learning and be involved in their school.</p> <p><i>Staff shared the TDSB Parent Phone Support Line info:  <a href="https://www.tdsb.on.ca/School-Year-2022-2023/Student-Virtual-Learning-IT-Support">https://www.tdsb.on.ca/School-Year-2022-2023/Student-Virtual-Learning-IT-Support</a></i></p> <p><i>School principals are also able to provide support to parents who are having logging- in issues.</i></p> <p><b>School Council By-laws</b>  How can PIAC Ward Co Rep support schools in their wards with their By-laws?  <i>The by-laws template will be live on September 30, 2022, for schools. December 2022 is the deadline for school councils to have their by-laws adopted.  Each PIAC Ward Co-Rep will get their current school councils ward list by November.</i></p> <p><b>Labour disruption due to possible work action</b>  <i>There has been no communication on timelines, the bargaining with the unions is continuing. The expectation is that things will carry on normally with no disruptions and with the hope of positive results.</i></p> <p><b>French literacy and support</b>  Access to French supports for secondary students, French learning in local secondary schools and or offered through courses in continuing education.  <i>Staff will present on French learning</i></p>		

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	<p><i>support at the October PIAC meeting</i></p> <p><b>School Council accounts</b>  Who should put the request for the extension of school council shared email accounts when they expire on October 31?  <i>The request could be done by the individuals who will be using or continue to use the account. PCEO also can make the request based on the school council data as collected by the PCEO office.</i></p> <p>How do individuals identify themselves as continuing in the role?  <i>School council elections makes the determination to identify the individuals in the role.</i></p> <p><b>School Council Elections</b>  <i>Elections are first held for the school council members and then the members elect the executives (Chair, Vice Chair, Recorder, Secretary and Treasurer).</i></p> <p>How can the board support new school administrators and school councils with the school council elections?  <i>PCEO's first communication in August outlined to principals around the elections timelines and tools to engage in their school council elections. PCEO is also organizing Professional Development (PD) on parent caregiver engagement and for supporting school council for all school principals.</i></p> <p>Can the PD be mandatory for new administrators to support school councils and parent caregiver engagement?</p>		

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	<i>There are many mandatory sessions for administrators, staff considers school councils and parent caregiver engagement as an area of importance and learning for administrators and those discussions are continued at Learning Centre Executive meetings by Superintendents.</i>		
Working Group (WG) Reports			
Strategic planning WG	<p>The draft work plan was shared with the committee.</p> <p>The plan to be further discussed at the first WG meeting in October and presented at the October Exec meeting.</p> <p>The final plan to be presented at the October PIAC meeting.</p>		
Operational effectiveness WG	<p>The WG is reviewing the best practices and guidelines around recording and retention protocols.</p> <p><b>Budget update.</b></p> <p><b>2021-2022 Budget</b> There is a deficit of \$280.11, the deficit will be covered by the PCEO.</p> <p><b>2022-2023 Budget</b> Total budget allotted for PIAC is \$44252</p>	<p>Motion by Shanti C (W19) from Operation Effectiveness WG on behalf of the Special Events WG requesting for a budget of \$20,000 for the fall event.</p> <p>The motion was seconded by Frances S(W2),</p>	



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		A roll call vote was done for the motion on the budget request and the motion was carried unanimously.	
Membership WG	<p>The WG reported on PIAC membership.</p> <p><b>Current Vacancies</b></p> <ul style="list-style-type: none"> <li>• 14 vacancies</li> <li>• 7 expired terms</li> </ul> <p><b>The Working group sign -up</b></p> <p>PIAC members to sign up using the link: <a href="https://bit.ly/PIACWG2022">https://bit.ly/PIACWG2022</a></p> <p><b>PIAC Summer Reading</b></p> <p>Two books were chosen by PIAC members for summer reading</p> <ul style="list-style-type: none"> <li>• Dare to lead by Berné Brown</li> <li>• Think Again by Adam Grant</li> </ul> <p>A survey will be sent by membership WG to members who participated in the summer reading to review and share ideas and their learnings.</p> <p><b>PIAC Co-Chair Elections</b></p> <p>As per PIAC by-laws membership WG is responsible for elections for PIAC Co-Chair position.</p> <p>Co-Chair Felicia Lau's term will end in November 2022, the WG will present on the PIAC Co-Chair elections process in October PIAC meeting.</p>		
Consultation WG	Nothing to report		
School Councils Support WG	Nothing to report		
Event WG	<p>A written report was distributed to the committee.</p> <p>PIAC members were encouraged to</p>		

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	participate in the event.		
Communication and Outreach WG	<p><b>PIAC's new redesigned website</b> The new redesigned PIAC website has been launched and presented to the committee- <a href="http://www.torontopiac.com">www.torontopiac.com</a></p> <p>Nicole Herbert and Seema Mitchell were thanked for the work done with the new redesign of PIAC website.</p> <p><b>Slack</b> The WG is also looking at using Slack as communication tool for PIAC members.</p>	<p>Motion by Seem M(W18): approval to review and refine PIAC's purpose, vision, &amp; mission to ensure:</p> <ol style="list-style-type: none"> <li>1. These sections reflect current/future PIAC direction and values</li> <li>2. Text is more impactful and clearer.</li> <li>3. Review and refinement activities will be in collaboration with TDSB communications department; expected to be completed by June 2023. Motion was 2nd by Cecile F (W9).</li> </ol> <p>Motion was approved by consent.</p>	
Ward & CLG update	<p><b>Ward 4-</b> PIAC Ward 4 Co-Rep thanked the Trustee Mammoliti's involvement in ward 4.</p> <p><b>Toronto Bangladeshi Community (CLG)</b> The CLG Bangladeshi community was very active in the summer with summer camps in ward 17 &amp; 18. PIAC committee, TDSB Staff, Superintendents and PCEO office were thanked for all the support provided to the community.</p>		
New Business	<p><b>Orange Shirt Day</b> Orange shirt day is on September 30, 2022</p>		
Adjournment	Meeting adjourned 8:36 pm by Nazerah S (W14), 2 <sup>nd</sup> by Cecile F (W9)		