

**December 2, 2014**  
**PARENT INVOLVEMENT COMMITTEE**

A meeting of the Waterloo Region District School Board **Parent Involvement Committee** was held on Tuesday, December 2, 2014, at 6:00 p.m. in the Cambridge Room at the Education Centre, 51 Ardel Avenue, Kitchener, with the following members in attendance:

Trustees: K. Smith, N. Waddell, C. Watson

Board Staff: J. Bryant, K. Graham, R. Noonan, K. O'Reilly

Committee Members: K. AuCoin, S. Lawrence, J. Magazine, J. Ortiz, C. Rose (Co-Chair), H. Shalan, A. Sumner, L. Tremble (Co-Chair)

Other Staff in Attendance: E. Burns, M. Carbone and P. Rubenschuh re Director's Update

Regrets: G. Anderson, A. Hynes, J. Stevens

**CALL TO ORDER**

Committee Co-Chair C. Rose called the meeting to order at 6:02 p.m. R. Noonan was introduced and welcomed as the new elementary principal representative on the Committee.

**APPROVAL OF AGENDA**

1. Moved by H. Shalan, seconded by K. AuCoin:

**That the agenda of the December 2, 2014, Parent Involvement Committee meeting be approved.**

-Carried-

**APPROVAL OF MINUTES**

2. Moved by S. Lawrence, seconded by J. Ortiz:

**That the minutes of the October 22, 2014, Parent Involvement Committee meeting be approved.**

-Carried-

Members of the Parent Involvement Committee participated in Team Building exercises led by K. Smith and J. Bryant.

**DIRECTOR'S UPDATE**

J. Bryant welcomed presenters M. Carbone and P. Rubenschuh.

M. Carbone provided an overview of technological changes taking place across the system and the opportunities and impact on student learning. The Board believes that the benefits of access to information, communication and collaboration technologies and resources exceed the disadvantages and recognizes the potential to support curriculum and student learning expectations in order to promote educational excellence.

Recognizing that on-line tools such as Google, Twitter and You Tube are the new norm for students, an understanding of the risks and also the power of social media is required. Children need to know

how to operate safely and productively in the digital world, to understand security, privacy and digital citizenship. Our students need to be conscious of what they are sharing and building (i.e., an e-portfolio) and potential impacts. Adult support both at home and at school is essential as is peer-to-peer support.

Administrative Procedure 4070 – Responsible Use Procedure for Information, Communication and Collaboration Technologies (RUP) was revised in October, moving beyond acceptable use to include responsible use of technology and information and aligning with the Board’s Character Development initiative. Character development is the positive social and emotional development of students that is role-modelled by all staff and is a key element in fostering a positive, inclusive system and school climate. Responsible use also requires good choices and self-governance on the part of the student.

P. Rubenschuh summarized the re-launch of a community-wide initiative called the 30 Days of THINK campaign, run in conjunction with the Crime Prevention Council. The campaign focusses on the appropriate use of social media; being a digital leader, enforcing respect and kindness.

You Tube is the next resource scheduled to be available on school wi-fi. Now that You Tube is owned by Google, controls over content have been tightened. Staff have been trained on appropriate/responsible use and role-modelling and are ready to leverage this digital resource.

Administrators will communicate with their school communities in advance of You Tube availability. A system memo will also be issued and include staff expectations.

### **PIC CHAIRS’ REPORT**

C. Rose reviewed a number of communication tools available to help increase the profile of PIC. An initial investment in business cards, brochures, banners and posters to promote PIC would be required but the materials would be used over the new few years. PIC has a Twitter account that is regularly monitored as well as a website which has been updated with the new Terms of Reference and Bylaws.

3. Moved by J. Ortiz, seconded by J. Magazine:

**That the Parent Involvement Committee decision to allocate a sum of \$3,500 towards the printing of business cards, brochures, banners and posters to promote PIC and WRAPSC be approved.**

-Carried-

Next step to help increase the profile of PIC would be to develop a plan to visit schools and attend staff meetings.

L. Tremble shared a variety of resources and information that have been directed to her on behalf of PIC. An email will follow containing the links and further information as mentioned in the Co-chair report.

### **PARENT ENGAGEMENT**

K. Graham spoke to the group regarding Family Engagement in Education: Creating Effective Home and School Partnerships for Student Success. The presentation touched on the importance of family engagement and the positive effects it has on student success. Family engagement should be imbedded in every teacher’s practice as both parents and educators have the same goal – student success. Parents are equal partners and we need to help them develop their own capacity to support, assist and advocate for their child in order to be more engaged in their learning.

## **TREASURER'S REPORT**

A. Sumner provided a summary of the activity in each of the following accounts:

1. Director's Account: a balance of \$6,873.29 remains after the registration fees for the People for Education Conference have been paid. Still to be deducted, related parking and mileage expenses for this conference (approximately \$200).
2. PIC Central Account: \$3k has been set aside leaving an available balance of \$7425
3. With respect to the PIC Event in April, approximately 40% of the PRO Grant budget will be used for guest speakers.

## **TRUSTEE'S REPORT**

Trustee K. Smith provided the committee members with an update on the Inaugural Board Meeting on December 1, 2015. There are 3 new trustees, Kathleen Woodcock is the Chairperson and John Hendry is Vice Chair. Trustee Smith expects a busy start to the new year as Trustees, at the request of the Ministry, need to update their strategic plan. Trustee participation on Board Committees will be determined and communicated in January. In March, Marilyn Allen, Executive Superintendent, Business Services will be retiring.

## **WRAPSC UPDATE**

C. Harold from Public Health was in touch regarding a Human Development and Sexual Health survey they would like to administer in the new year. The School Council Handbook requires updating. The next WRAPSC meeting is scheduled for January 13, 2015.

## **SAFE, CARING AND INCLUSIVE SCHOOLS (SCIS) UPDATE**

A copy of the handout provided by J. Magazine regarding SCIS teams is attached. PIC, as a group, supports the recommendations put forth by J. Magazine.

Staff will be invited to the next PIC meeting in February to provide an update, address the recommendations in J. Magazine's report and to determine next steps.

## **FUTURE CONFERENCE PARTICIPATION/REPORTS FROM CONFERENCE ATTENDEES**

*People for Education – November 8, 2014*

A summary of notes taken at each session was handed out to attendees.

*Safe Schools Conference – February 24, 2015*

A decision was made to send up to 2 people to this conference and to allocate up to \$750 for associated expenses. Early bird registration incentive: \$299 before January 10, 2015. Subsequent to the meeting, however, an email vote was taken to formalize attendance and the related expenses:

4. Moved by A. Sumner, seconded by J. Ortiz:

**That the Parent Involvement Committee decision to send two members to the Safe Schools Conference on February 24, 2015 and a sum of \$1250 be allocated to cover registration for two people, travel expenses and supply teacher coverage be approved. (Tuesday, January 20, 2015)**

-Carried-

## **NEW/ONGOING INITIATIVES**

*PIC Family Event – April 18, 2015*

A. Sumner advised that most of the speakers have been booked. Ads and promos are in progress. A meeting of the subcommittee will be held in the new year in order to bring people involved with the different aspects together. A. Sumner has a meeting with the Principal of Bluevale scheduled December 3, 2014 to go over preliminary plans for the event.

### PIC/Director's Forum Subcommittee Report

A meeting of the subcommittee took place on November 20, 2014. The committee decided to return to the original idea: to limit the scope of the conference and use it as an opportunity to explain the engagement point of view from PIC and WRAPSC. Work is ongoing and an update will be provided at the next meeting.

### Learning Services Mathematics Update

L. Tremble attended a general meeting with Learning Services staff and had an opportunity to share concerns and issues of parents. Essentially, parents don't understand why the curriculum is how it is; they don't have an exemplar of the new curriculum; and as a result, have a hard time helping their child if they can't explain what the teacher wants. Parents need tools that they can access at home. Math nights are fine, however, there is a need to reach out to those that won't or can't attend. Learning Services will be in touch to request the assistance of PIC members to help get the word out.

### Sunnyside Mothers' Group

Update deferred to next meeting.

### Student Art Contest for PIC Banner

Update deferred to next meeting.

### **FUTURE AGENDA ITEMS**

1. C. Harold, Waterloo Region Public Health, re Sexual Health Pilot project update, once results are available
2. B. Adams, Principal, re Ken Leithwood "Hand in Hand" Parent Engagement Project
3. M. Deacon, Executive Officer, Communications and Engagement
4. H. Shalan re Immigrant Families and Parent Engagement
5. S. Lawrence re Parent Survey – Health and Physical Education Curriculum
6. P. Rubenschuh re SCIS Update
7. Terms of Reference: lessons learned from the process. Comparison with other PICs, focus, structure, implementation of initiatives. How do other PICs operate?

### **DATE OF NEXT MEETING**

Thursday, February 12, 2015

6:30 p.m.

Cambridge Room, Education Centre

### **ADJOURNMENT**

4. Moved by A. Sumner and seconded by J. Magazine:

**That the Parent Involvement Committee Meeting be adjourned.**

-Carried-

The meeting adjourned at 9:12 p.m.