

March 8, 2016
PARENT INVOLVEMENT COMMITTEE

A meeting of the Waterloo Region District School Board **Parent Involvement Committee** was held on Tuesday, March 8, 2016, at 6:30 p.m. in the Cambridge Room at the Education Centre, 51 Ardelt Avenue, Kitchener, with the following members in attendance:

Trustees: K. Smith

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

Committee Members: G. Anderson, K. Au Coin, J. Jackson, J. Magazine, J. Ortiz, K. Singh Rana, C. Rose (Co-Chair), H. Shalan

Community Member: A. Hynes

Regrets: K. Gettliffe, L. Tremble (Co-Chair)

Other Staff in Attendance: E. Burns, D. Cuomo, M. Gerard

CALL TO ORDER

Committee Co-Chair C. Rose called the meeting to order at 6:31 p.m.

APPROVAL OF AGENDA

1. Moved by J. Magazine, seconded by G. Anderson:

That the agenda of the March 8, 2016, Parent Involvement Committee meeting be approved.

-Carried-

APPROVAL OF MINUTES

2. Moved by A. Hynes, seconded by H. Shalan:

That the minutes of the January 26, 2016, Parent Involvement Committee meeting be approved following a revision to paragraph one in the Director's Update, which now reads:

J. Bryant gave a brief overview of policies and procedures: policies are determined by Trustees and staff implements policies via the procedures. With regard to P2006 – Consultation, there is no corresponding procedure. There is, however, an attachment to the policy, contributed by staff, with regard to the Engagement Continuum and connecting with stakeholders. Questions regarding content of the policy should be directed to Trustees.

-Carried-

DIRECTOR'S UPDATE

J. Bryant welcomed Dennis Cuomo, Manager of Planning, and Matthew Gerard, Superintendent of Business Services & Treasurer.

D. Cuomo reviewed the changes to Board Policy 4000 – Pupil Accommodation Review (Consolidation or Closure) and Board Policy 1011 – Community Planning and Facility Partnerships. These revisions were required in order to comply with the revised [Pupil Accommodation Review](#)

[Guideline](#) (PARG) as well as a new Community Planning and Partnerships Guideline (CPPG) released by the Ministry of Education in March 2015. The drafts of the new policies are being shared with various stakeholders to inform, consult and gather input prior to final Trustee review in April.

M. Gerard provided an overview of the Budget process. Enrolment is the key driver for the Grants for Student Needs, which accounts for two thirds of the funding that the Board receives. Fortunately, enrolment in this region is fairly stable. We also receive other grant revenue - Education Program Other - which are smaller amounts with specific terms and which may or may not repeat each year. Pressures and expenditures are also analyzed as well as the status of prior years to identify trends, mitigate risk etc.

Results of the consultation process, as well as the feedback received from the on-line survey, will be reviewed by the Fiscal Task Force. Grants for Student Needs funding will be announced at the end of March. Information from both will be combined to create the budget which will be tabled on June 6, 2016. Subsequent Mondays and Wednesdays in June will be used to discuss, deliberate and clarify the proposed budget with the final presentation to Trustees at a Committee of the Whole meeting. The budget will be ratified at the Board Meeting at the end of June and submitted to the Ministry by June 30, 2016.

Small groups were formed to deliberate the following questions:

1. What programs/services offered by WRDSB that are essential to student achievement and well-being?
2. Do you have any suggestions for creating cost savings in the WRDSB?
3. Do you have any suggestions for creating operational efficiencies in the WRDSB?

Group feedback was collected by M. Gerard for further assessment by the Fiscal Task Force.

CONSENT AGENDA

Reports include: Co-Chair, WRAPSC, SCIS, Subcommittee, Treasurer and Trustee Reports.

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

That the Consent Agenda of the March 8, 2016, Parent Involvement Committee meeting, be approved.

-Carried-

PIC SUBCOMMITTEE UPDATES

Immigrant Engagement (IES)

H. Shalan provided an overview of the five workshop topics and workshop format. Letters of invitation have been sent to 9 schools: Wilson, Westmount, Howard Robertson, Courtland, Rockway, King Edward, Country Hill, JF Carmichael and Franklin. Deadline for response from Principals is March 25, 2016. Depending on the response, the committee may need to look at possible alternative locations, such as Sandhills, Keatsway, Empire, Laurelwood and Winston Churchill.

PIC-WRAPSC Parent Event

J. Jackson advised that registration is off to a great start – 242 registrations as of today. Committee members had a chance for a walk-through at Bluevale Collegiate and the number of *Choose 2 Lead* student volunteers has been tremendous.

Membership Subcommittee

As per the Membership Subcommittee Report provided, C. Rose reviewed the recommendations of the committee. The most important recommendation is to increase the number of PIC-only members. Current membership is stretched thin and often initiatives are not actioned because there are not enough volunteers to do the work. Additional members would help spread the increasing amount subcommittee and event planning work.

4. Moved by J. Magazine, seconded by H. Shalan:

That the number of PIC-only members be increased from 5 to 9 people and that;

The successful candidates be selected through an application process and appointed by the PIC Parent Members, be approved.

-Carried-

Governance Subcommittee

K. Au Coin provided a brief update of the committee's work thus far. In addition to supporting the recommendation put forward by the Membership Committee to increase parent membership, the committee would also like to see representation from each Family of Schools and to increase the number of Trustees on the Parent Involvement Committee.

J. Bryant advised he has spoken to the Senior Superintendents, who will work with their Family of Schools' Superintendents, to help Principals increase parent involvement at WRAPSC meetings (especially in areas that are currently under-represented, i.e., Cambridge), and also, where possible, provide additional support to the WRAPSC Outreach Initiative.

POLICY REVIEW

5. Moved by J. Ortiz, seconded by J. Jackson:

That the recommended changes to Board Policy 6008 – Student Discipline, Board Policy 6012 – Prevention and Response to Student Concussions, Board Policy 2012 – Access to Digital Resources and Technology, Board Policy 4014 – Extreme Temperatures and Board Policy 2010 – Assessment, Evaluation and Reporting, as recorded by C. Rose, be provided to Trustee Smith to bring forward for discussion at the Board table.

-Carried-

NEW/ONGOING INITIATIVES

Town Hall Event(s) - Fall 2016

J. Bryant advised staff would be willing to collaborate with PIC and WRAPSC on an event similar to the Town Hall sessions held last November. Discussion about session content and expectation of staff ensued and it was determined that this item should be deferred for further discussion at the May meeting.

School Council Funding for Parent Engagement Initiatives

This item was deferred due to a lack of volunteers.

PRO Grant 2016-17

J. Jackson is working on the draft for next year's PRO Grant Submission. The deadline for submission is May 29, 2016. The suggested theme for the 2017 event is: Parent Engagement: Empowering Our Students.

Budget Allocation of Funds (see attached)

There was a discussion about the use of remaining PIC funding and how it could be directed to help finance other initiatives. H. Shalan inquired if PIC could direct funding to help reduce the cost of textbooks that parents would like to purchase in order to help their child at home, i.e., Pearson's Math Makes Sense. Can the Board obtain special pricing by order a large volume and pass the savings on to parents? The point was made that we are moving away from textbooks to more collaborative learning. J. Bryant will look into the request and any parameters.

5. Moved by J. Magazine, seconded by K. Au Coin:

That the Parent Involvement Committee re-allocate the \$1500 previously directed to help fund Newcomer Orientation Days (not being held), as set out in the Minutes of the January 26, 2016, meeting;

And add an additional \$1000 - for a total amount of \$2500 – be directed to assist with the expenses and parent engagement needs related to newcomer parents, including, but not limited to, translation services, translation of documents, cost of materials, and parent engagement event(s) for newcomers.

-Carried-

An item for further discussion and consideration: filming the Digital Citizenship Summit being planned for November, 2016. The purpose of the summit is to answer parent questions related to use of technology, social media, tablets etc. Taping the event would help expand the reach and provide an effective parent resource tool. Video could be uploaded to the website so those that could not attend would still have access to the information.

J. Bryant to provide further information at the May meeting and advise if there is a need for funding from this year's allocation.

FUTURE AGENDA ITEMS

1. M. Deacon – Engagement Strategy (May)
2. H. Shalan – Immigrant Engagement in Education Thesis (May)
3. S. Small, OK2BME (Sept)
4. ESL or ELL Worker – Pathways to Education (Fall 2016)

DATE OF NEXT MEETING:

Tuesday, May 24, 2016, at 6:30 p.m., in the Cambridge Room, Education Centre.

ADJOURNMENT

6. Moved by J. Magazine, seconded by G. Anderson:

That the Parent Involvement Committee Meeting be adjourned.

-Carried-

The meeting adjourned at 9:10 p.m.