

JUNE 5, 2012
PARENT INVOLVEMENT COMMITTEE

A meeting of the Waterloo Region District School Board Parent Involvement Committee was held on Tuesday, June 5, 2012, at 7:30 p.m. at Forest Heights Secondary School in the Library with the following members in attendance:

Trustee: K. Smith.

Board Staff: L. Fabi, D. Duncan Peacock, J. Fairhall, J. Hale, K. O'Reilly.

Waterloo Region Assembly of Public School Councils Parent Representatives: A. Allen, K. Deml, R. Lackner, C. Laughren, M. Rolston, J. Weston.

Community Representative: Vacant.

Other Staff in Attendance: E. Roberts.

CALL TO ORDER

Committee Chairperson A. Allen, called the meeting to order at 7:35 p.m. Members were informed that M. Deres has resigned from the Committee. J. Hale stated that this would be her last meeting and announced that Deb Duncan Peacock would be the new representative for the Elementary Administrators on the Committee.

APPROVAL OF AGENDA

1. Moved by A. Allen, seconded by J. Hale:

That the agenda of the June 5, 2012, Parent Involvement Committee meeting be approved.

-Carried-

APPROVAL OF MINUTES

2. Moved by A. Allen, seconded by J. Hale:

That the minutes of the March 6, 2012, Parent Advisory Committee meeting be approved.

-Carried-

The format and responsibility for taking meeting minutes and notes was discussed. Formal minutes will be recorded by E. Roberts in accordance with Education Act requirements for Board standing and statutory committees. Working notes will be taken by K. Deml for sharing of action items with members following each meeting.

MENTAL HEALTH AND WELLNESS FAIR

J. Weston provided a verbal report on the Mental Health and Wellness Fair held at Eastwood Collegiate Institute on April 3, 2012. Attendance was very good by parents and staff. Feedback was quite positive. A survey was distributed to receive further comments and input for incorporation in future event planning. A number of school council groups have expressed interest in initiating mental health and wellness activities at their schools.

PARENT INVOLVEMENT COMMITTEE WEBSITE

R. Lackner gave an update on additions to the Parent Involvement Committee website. The website was launched during the spring of 2012. Meeting dates, agendas, minutes and resources related to the Parent Involvement Committee will be posted on the site. Strategies to increase awareness of the site's existence were discussed as were suggestions for additions to the site such as a translation feature.

PARENT INVOLVEMENT COMMITTEE SYMPOSIUM

The Ministry of Education hosted a symposium on Parent Involvement Committees April 2012 in Toronto. J. Weston and M. Deres attended the symposium on behalf of the Waterloo Region District School Board's Parent Involvement Committee. The symposium provided keynote speakers, plenary sessions and resources for attendees. Attendees had an opportunity to meet Ministry of Education officials and network with members of Parent Involvement Committees from other boards.

SCHOOL COUNCIL HANDBOOKS

The school council handbooks provided to all schools when the councils were established have been found to be significantly outdated. The Waterloo Region Assembly of Public School Councils (WRAPSC) wishes to update these handbooks. There is both a Ministry and local version. K. Smith will inquire as to the availability of updated provincial information and will provide an update on this at an upcoming meeting of the Parent Involvement Committee.

FUNDRAISING GUIDELINES

The Ministry of Education has released fundraising guidelines as an aid to schools on how to plan and administer fundraising activities and how to report the results of those activities to their school communities. A copy of the guidelines is available on the Ministry of Education website. The Waterloo Region District School Board will develop a policy as well, based on the established guidelines and input from local school communities.

PARENT INVOLVEMENT COMMITTEE BUDGET

An outstanding amount remains in the Committee's budget for the 2011-2012 school year. It has been determined that this amount will be available in the 2012-2013 school year, however, commitments for use of the funds need to be identified. Considerable discussion on use of the funds, and a process to determine allocation ensued. Specific commitments were not specified, however, consensus was expressed for funds to be used in support of Committee members' educational development on topics related to the role of the Parent Involvement Committee and for holding further events for parents similar to that of the Mental Health and Wellness fair.

PARENT INVOLVEMENT COMMITTEE BYLAWS

A draft version of the Waterloo Region District School Board Parent Involvement Committee Bylaws (Version 3) was distributed and discussed. The committee approved Bylaws: 7. Conflict of Interest and 8. Conflict Resolution, by consensus. Review of the Bylaws will continue at upcoming meetings.

DIRECTOR'S REPORT

L. Fabi provided an update on Board activities and initiatives. Committee members were thanked on behalf of school councils and parents for input provided to the Board in development of its new Strategic Plan. Details of the plan, which will be implemented in the 2012-2013 school year, are posted on the Board's website.

DATE OF NEXT MEETING

Wednesday, September 12, 2012
Cambridge Room, Education Centre
6:30 p.m.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

3. Moved by A. Allen, seconded by R. Lackner:

That the Parent Involvement Committee meeting be adjourned.

-Carried-

The meeting adjourned at 10:45 p.m.