

**March 5, 2019**  
**PARENT INVOLVEMENT COMMITTEE**

A meeting of the Waterloo Region District School Board **Parent Involvement Committee** was held on Tuesday, March 5, 2019 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, A. Russell, K. Sonnenberg and K. Tucker Petrick

Committee Members: W. Alsabbagh, M. Bond, J. Brown-Jowett, K. Gettliffe, M. Jenkins (Co-Chair), A. Plouffe, B. Robson (Co-Chair), V. Toman and C. Ugwuogo

Community Member: B. Davidson

Absent: A. Bell, J. Crits and T. Thinakaran

Guest: L. Tremble

**CALL TO ORDER**

**APPROVAL OF AGENDA**

1. Moved by J. Brown Jowett, seconded by A. Plouffe:

**That the agenda of the March 5, 2019, Parent Involvement Committee meeting be approved.**

-Carried-

**APPROVAL OF MINUTES**

2. Moved by A. Plouffe, seconded by W. Alsabbagh:

**That the minutes of the January 29, 2019, Parent Involvement Committee meeting be approved.**

-Carried-

**DIRECTOR'S UPDATE**

Director Bryant distributed a handout, "Insights and Action Report" that provided an overview of the 2018 Director's Town Hall and Community Engagement. There is no Town Hall scheduled yet for this year but we are working on it and should have a plan in place by the May PIC meeting. J. Bryant encouraged members to review this document and bring any questions to the next meeting for discussion.

On Monday, March 4, the Senior Team met with Trustees to discuss the strategic plan. An update will be provided at the March 25 Board meeting and discussions regarding EQAO and grad rates will also occur.

## **TREASURER REPORT**

M. Bond presented the treasurer report previously included in the meeting package.

## **TRUSTEE REPORT**

Trustee Smith provided a summary of recent events she attended;

- System Leaders Session – (Feb. 28) Trustee Smith, K. Tucker-Petrick and Director Bryant shared their experiences at the session. The Communications team videotaped each speaker. These videos may be shared at a future PIC meeting.
- Voices Conference – (March 1) The first ever WRDSB Voices Conference that brought together a group of 65 in-risk students from each of our secondary schools as well as our U-turn alternative sites and provided them with exciting leadership and learning opportunities.
- Trivia Night – (March 1) Third annual KW Trivia Challenge in support of Hospice Waterloo Region. The WRDSB had two teams, combining trustees, senior team and communication staff.
- Coalition of Muslim Women Who Inspire Awards Dinner – (March 2)
- Trustee Seminar – (March 4) A meeting with senior team members to discuss the Strategic Plan.

## **CO-CHAIR REPORT**

The Immigrant Engagement subcommittee has been put on hold as both co-chairs have resigned.

Co-chair B. Robson attended the Coalition for Muslim Women's Award Dinner on March 2 and found it a good opportunity to hopefully recruit some new members for PIC. Also in attendance were A. Plouffe and M. Jenkins.

A review of PIC's Terms of Reference indicate that; *"Trustee and a trustee alternate will be designated following the Inaugural Meeting of the Board in December of each year for a two-year term, to a maximum of three consecutive terms."* Trustee Smith's service on PIC has exceeded this term so this will need to be discussed at a future meeting.

## **CONSENT AGENDA**

The Consent Agenda includes the WRAPSC, Governance and Immigrant Engagement Reports previously included in the meeting package.

3. Moved by Beth Robson, seconded M. Bond:

**That the Consent Agenda of the March 5, 2019, Parent Involvement Committee meeting be approved.**

**-Carried-**

## **SUBCOMMITTEE REPORTS**

Membership Report – There have been four resignations this year from PIC. With the help of the Communication’s team, a recruitment campaign is underway to fill in the gaps for the remainder of the year and fill the vacancies for next year.

A suggestion was made to acclaim A. Allen, a WRAPSC member for the remainder of the year, but in the interest of consistency and transparency this was rejected.

A discussion around recruitment followed; the process seems intimidating, needs more consistency and clarity. Exit interviews also need to occur. There will be a table set up at each Parent Event to recruit new members. Contact J. Brown-Jowett with any other suggestions regarding membership recruitment.

PRO Grant Parent Event – The posters for the event were distributed to members who volunteered to visit schools. Speakers have been booked. Permits are in place. Facebook, newspaper and television ads will go out this week. Many thanks to the Communications Team for their assistance. M. Bond will forward an electronic poster to members to pass on to interested parents.

Outreach subcommittee – A. Russell, Chief Communications Officer, suggested that, for the sake of efficiency, there be one liaison between PIC and the Communications team. It is difficult to manage requests coming from many members. Suggestions were made as to how this could be done; co-chairs of the sub-committees report to PIC co-chairs who would in turn be the liaison.

B. Robson and M. Jenkins will have a conversation about this.

## **POLICY REVIEW**

A discussion regarding the process and necessity of policy reviews by PIC ensued. Community member B. Davidson will draft a recommendation on the process of policy review for the May 21, 2019 meeting.

## **TEAM BUILDING SESSION**

Director Bryant and Trustee Smith facilitated a discussion about PIC membership. Director Bryant praised the work of PIC and stressed that this is not an evaluation, rather than an opportunity to discuss operations of the committee for the upcoming year. J. Bryant provided a brief history of PIC and encouraged members to review their purpose. A great resource and practical handbook is [Making a Difference](#), a government document published in 2012.

Trustee Smith led the group in an exercise that had them break into small groups and answer a series of questions about PIC. Each group shared what was working and what needed improvement.

What is going well in PIC?

- Parents taking on a leadership role
- Great opportunities to learn, conferences
- Learning new skills
- Coming together as a group that share a common goal
- The amount of meetings are sufficient
- Community Events

What needs improvement in PIC?

- Possibility of attending meetings remotely
- Clarifying the processes, what can be done more efficiently
- Clarity around roles and responsibilities
- Focus on a few things rather than many things
- More robust orientation
- Goal setting
- Better recruitment process

Concerns and suggestions continued to be discussed. K. Smith collected the paperwork and will collate results for the May meeting.

### **FUTURE AGENDA ITEMS**

1. Food 4 Kids
2. Carizon
3. Bullying - What is WRDSB Policy?
4. Nicole Robinson - Community and Student Engagements
5. Chief Larkin - opioid problem discussion

**DATE OF NEXT MEETING:** May 21, 2019, 6:30 p.m., Cambridge Room

### **ADJOURNMENT**

4. Moved by K. Gettliffe, seconded by W. Alsabbagh:

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

**-Carried-**

The meeting adjourned at 9:05 pm