



# Parent Involvement Committee

Minutes - September 25, 2025

A meeting of the Waterloo Region District School Board Parent Involvement Committee (PIC) was held on Thursday, September 25, 2025 in person at the Education Centre and virtually with the following members in attendance:

Trustee: J. Weston

Board Staff: A. Gaymes-San Vicente, V. Collis, M. Delisle (IT Support), L. Gil, S. Miller

Committee Members: A. Barreca, S. Brickman, P. Bender, C. Bowman, L. Farlow, K. Fejzulla, C. Fernandes, A. Hallman, G. Horsman, S. Heroux, A. Mohammad, S. Pulikodan, V. Qubrossi, A. Smith, P. Stephens

Guest: Father P

Regrets: M. Abass, L. Heath, A. Hebert, B. Hughes, N. Martins, S. Martin-Crovetto, C. Plant, M. Radlein, S. Variath

## [PIC Slide Deck Presentation](#)

### **Welcome & Territorial Acknowledgement** - A. Mohammad

- C. Fernandes objected to the Land Acknowledgement.

### **Approval of Agenda** - September 25, 2025

- Motion to add to the agenda the appointment of Chair, Vice Chair and new members.
- A. Hallman motioned to approve the September 25, 2025 agenda, seconded by L. Farlow, no objections, motion carried.
- A. Mohammad will be stepping down as Chair of PIC and will be attending as a community member as her child no longer attends a WRDSB school. Provided personal reflections on her decision.
- A. Mohammad motioned to nominate P. Stephens to take over as Chair of PIC, no objections, motion carried.
- P. Stephens motioned to nominate A. Mohammad as Vice Chair of PIC, no objections, motion carried.



- P. Stephens motioned to appoint the new members of the committee, no objections, motion carried.

### **Approval of Previous Minutes - May 13, 2025**

- C. Bowman motioned to approve the May 13, 2025 minutes, seconded by A. Hallman, no objections, motion carried.

### **Trustee Report - Trustee J. Weston**

- [Trustee Report](#)
  - P. Stephens inquired if there was parent consultation for the French Immersion Program.
  - J. Weston indicated that there was a consultation group started in 2018 and over covid to review the whole model of the program. Parents were part of the consultation process.
  - P. Stephens doesn't feel a full consultation was completed with parent involvement.
- [New Board Governance Model Presentation](#)
  - C. Fernandes inquired if there was parent consultation on the new model and worried about transparency and diversity.
  - J. Weston confirmed that since legislation has forced this change, there was no consultation with parents. The committee reviewed various models and compared them to what other boards are doing. This was on a board agenda which allowed for delegations to speak with feedback but none was received.
  - There are Trustees assigned to each committee meeting and therefore provide a voice and information to be shared.
  - All Trustees are welcome to speak on topics at a committee meeting. The Trustees would be able to vote at the board meetings not the committee meetings if they are not a committee member.
  - Concern over the board meeting minutes being vague and presentations not being shared. Confirmed that the minutes are a summary of the meeting and not complete transcription of the meeting. Suggested Zoom AI to be used to provide summary at the meetings.
  - Members requested that presentations be shared and available for the public to review.

### **WRDSB Leadership Update - S. Miller**

- [Presentation](#)
  - Willow River P.S. will be fully open by January 2026. Currently at half capacity for this year.

- Elizabeth Ziegler P.S. will take two years to restore. Will be open September 2027. Part of the renovations will include making the school accessible and modern.
- [Parent, Family & Communications](#) message sent this week on the website and School Day. Meets the expectations of [Policy/Program Memorandum No.170 – School Board Communication with Parents](#).
- Shared Opening More Pathways, For More Students with De-Streaming Video from Board meeting in June. The last 3 years have been destreaming for math.
- We have 93 schools participating in a Terry Fox Run Event at the schools. The board has raised roughly \$4 millions over the years with this fundraising.
- [Update About Grade 9 & 10 Evaluation Days message](#) posted on website and School Day. Feedback from families that their child wasn't engaged in their work. There was no formal exam but other projects or summative assessments were required to be completed.
- Question asked about what the board is doing to address the upstream with being on level with grade 8 students, believing there is racial disparity. Graduation rates have stayed the same and we have seen an increase for the students going into grade 12 that were in destreaming. It also assisted students with the STEM pathway. Continued work with early literacy so that all students are reading by grade 2. We are using screeners to help see where the gaps are. Structured Literacy and Math Achievement Plan are helping to have students achieve those goals.

#### **WRAPSC Update - S. Heroux**

- [Presentation](#)
  - In October Honourable MPP Aislinn Clancy will be presenting at the meeting. They reached out to other politicians and she was the only one available to participate.
  - Will be looking at how we can advocate for the Trustees.
  - WRAPSC runs separately from PIC.

#### **Treasurer Report - A. Hallman**

- The role of treasurer is a two year term. Suggested to have someone shadow if they want to take on this role next year. ([PIC Slide Deck Presentation](#) - slides 11-13)

#### **PIC Subcommittee Updates**

- Governance - A. Mohammad (slides 14-18)
  - PIC magnets going to all elementary schools. ICAN program students coordinated the distribution of the magnets.

- PRO Grant - P. Stephens & A. Barreca (slide 19)
- Parent Information Night - G. Horsman (slide 20)
- Communications - A. Barreca (slide 21-22)
  - Families may not know how to access information. It is important to make PIC more visible.
  - Suggested monthly newsletter to bring awareness to parents and showcase how PIC can provide support.
- Newcomer Advocacy & Support - K. Fejzulla (slide 23-24)
- Safe, Caring, Inclusive Schools - A. Mohammad (slide 25-27)
  - It's Ministry mandated to have SCIS groups in every school.
  - [School Climate Survey](#) is outdated from 2022-0223. Requested to have 2024-2025 updated on the website. V. Collis will follow-up with the Research Department and Communication Department to update.
- Environmental Health, Sustainability & Climate Change - S. Brickman (slide 28-30)
  - Suggest creating a list of resources for schools and grants that are available to apply to.
  - School Councils are allocated funds that can be used for various initiatives and can work with the school principal to organize.
- Membership - P. Stephens (slide 31)
  - V. Collis confirmed that Brad Hughes, Principal of Grandview P.S. will be attending PIC meetings as a representative for elementary administrators.
  - The Chairs of each subcommittee will be reaching out to members to establish the work of the committee.

**Old Business** - P. Stephens

- [Terms of Reference](#)
  - Members had an opportunity to provide feedback on the updated Terms of Reference from 2018. The process for revisions occurred during last year and concluded recently. No additional changes were recommended to these updated Terms of Reference during the PIC meeting.
  - A. Hallman motioned to approve the Terms of Reference, seconded by A. Barreca, no objections, motion carried.

- L. Gil will send the Terms of Reference to the Communications Department to be updated on the [website](#).

### **New Business - A. Mohammad**

- [Board Policy 6001 Code of Conduct](#)
  - [Draft PIC Code of Conduct](#)
    - Would like this to be the functional document for PIC. Suggested members should agree to follow the board policy 6001 until the next meeting when we will vote on the working copy.
- [Policy/Program Memorandum 170](#)
  - The message sent for [Parent, Family and Caregiver Communications](#) is to align with PPM170.
  - At the upcoming Board meeting, there will be an update on the Strategic Plan around parent engagement. There will be surveys and focus groups as statutory members of the board. We will have things in place and consolidated by 2026. Visibility from parents will be required.
  - The board's practice is to engage in feedback from parent groups.
- Open Discussion
  - C. Fernandes requested to discuss the exclusion of the objection to the Territorial Acknowledgement at the meeting or to be added as an agenda item at the next meeting. Believes it is fundamentally wrong that we are not adding her objection to the Territorial Acknowledgement. It's an exclusion of individual beliefs.
    - G. Horsman indicated that it's important that we need to be inclusive and the objection is recorded in minutes.
    - Agreed to add as an agenda item and will not provide the minutes until this is discussed further.
  - S. Heroux inquired about the Principal Profile and School Council Survey that were completed in June. Requesting access to the data. Follow-up requested.
  - V. Collis confirmed that a School Council Form was sent to all schools for administrators to provide the name and email of the school council chair for this school year. The form is due by October 14, 2025 to allow time for the first school council meeting to take place.
  - S. Heroux indicated that WRAPSC would like to provide support to the schools that have been identified as not having a school council. V. Collis confirmed that

messaging was shared at the Family of Schools in August regarding the importance of having a school council.

- The first meeting for WRAPSC is on October 7, 2025. WRAPSC meetings are hybrid at Forest Heights CI and online. The meetings take place on the first Tuesday of every month except for December and March. You can email [wrapsc@gmail.com](mailto:wrapsc@gmail.com) if you want further information.
- G. Horsman commented that there is not a clear role for school councils in the Education Act. Suggested having a package in order for parents to feel empowered to be shared.
- Confirmed that the principal is in charge of the school and has the final say on how the school council funds are used.
- A. Mohammad requested the information for the SCIS committees for each school be shared. Follow-up requested.

### **Date of Next Meeting**

The next PIC meeting date is November 25, 2025 at 6:30 p.m.

### **Closing and Adjournment - P. Stephens**

- P. Stephens thanked the members of PIC for having him Chair the PIC committee this school year. Acknowledged the support and assistance of S. Miller, V. Collis, A. Gaymes-San Vicente, and L. Gil to get PIC back on track.

Moved by A. Mohammad, seconded by S. Pulikodan:

That the Parent Involvement Committee meeting be adjourned.

- Carried -

The meeting adjourned at 8:45 p.m.