

Parent Involvement Committee (PIC)

to support, encourage and enhance parent involvement at the Board level, and to support improved student achievement and well-being

Avon Maitland District School Board M I N U T E S

**Wednesday, January 16, 2019 – 5:30 p.m. to 7:00 p.m.
Bayfield Room, Seaforth Education Centre**

Parents: Sarah Campbell (Goderich) (absent), Ange Chisholm (Stratford), Jennifer Cox (Clinton), Rosalia Mills (Listowel), Ruth Ann Ogilvie (Central Perth) (absent)
Principal Rep: Marie McDade
Trustees: Nancy Rothwell
Staff/Resource: Lisa Walsh (Director), Dani Rathwell (Communications), Barb Crawford (Admin Assistant)

Agenda Item	Notes
1.0 Routine Matters	
1.1 Welcome / Introductions	Director Lisa Walsh introduced herself and welcomed everyone to the first PIC meeting. PIC members introduced themselves and provided their background <ul style="list-style-type: none">• Marie McDade – Principal at FE Madill – 7 to 12 school• Nancy Rothwell – trustee assigned to PIC (trustee for North Perth)• Rosalia Mills – parent/school council rep• Jenn Cox – parent/board employee• Ange Chisholm – parent• Robert Hunking – board vice-chair (trustee Central East Huron)
1.2 Purpose of the Committee – Lisa Walsh	<ol style="list-style-type: none">1. Director Walsh provided an overview of the Parent Involvement Committee (PIC) and the mandate. Please see page 4 of these Minutes for description from Board Policy #10.2. Trustees set direction through our Strategic Plan, ensure stewardship of the resources and ensure we have balanced budget. Trustees measure and monitor our success and help bring to board the outside families' perspective and constituents voice to ensure we are working with our communities in meeting our student's needs.3. Director Walsh referenced the document 'Good Governance' as there is a description of the role of the PIC see Chapter 11 (http://ontarioschooltrustees.org/Resources/pdf/en_good-governance.pdf)
1.3 Membership of the Committee – Nancy Rothwell	<ol style="list-style-type: none">1. Trustee Rothwell noted that similar to school councils, PIC is a Ministry mandated committee and to be made up of a majority of parents. Trustee

	<p>Rothwell encouraged members that if they know of parents who would like to attend PIC to please invite to the next meeting. PIC is also in need of community representatives.</p> <ol style="list-style-type: none"> 2. Director Walsh suggested that it would be beneficial to have a committee with long term membership. Our goal is to have one representative from every region in our board, including community members. 3. PIC is not to be a board run committee but to be run as a parent committee and to engage parents. It would be expected that the chair would work with the Director, admin assistant, Trustee and Communications Manager 4. PIC is required to meet four times in a school year.
<p>1.4 Communications – Dani Rathwell</p>	<ol style="list-style-type: none"> 1. Communications Manager Dani Rathwell explained the role of communications is to help to distribute the website, provide more engagement online, create effective content on the website and provide more frequent, more reliable social media presence. 2. PIC members were encouraged to follow the website and to share the social media and share messages that the board is sending. We want to gain parent voice from the community, we want to know what you are hearing and what you are receiving. 3. AMDSB website promotes through social media what’s happening throughout our district. At this time there are tools and resources for mental health, leading up to Bell Let’s Talk on January 30th. 4. Feedback would be appreciated on processes that are implemented ie use of School Messenger. We want to hear feedback from parents.
<p>1.4 Role of the PIC Chair – Nancy Rothwell</p>	<p>The Chair will work with the Trustee representative to create an agenda for each meeting. Please see the Ministry of Education’s link http://www.edu.gov.on.ca/eng/parents/runPIC.html</p> <p>Some points from the Ministry of Education’s website for effective PICs are those that:</p> <ul style="list-style-type: none"> • Keep student achievement and well-being first • Focus on the needs and interests of all students • Are actively involved in assisting school councils to engage parents, creating a welcoming environment, and recognizing the diversity of the parents in their school community • Promote effective, ongoing communication among all partners in education • Provide feedback to parents, letting them know how their advice and ideas have been used • Are familiar with funding opportunities and resources provided by the Parent Engagement Office (PEO) and the Ministry of Education, and with the initiatives of the PEO
<p>1.5</p>	<p>Jennifer Cox agreed to stand for PIC Chair.</p>

Election of PIC Chair – Lisa Walsh		
4.0 New Business		
<p>4.1 AMDSB Strategic Plan, Director’s Work Plan, and BIPSAW (Lisa Walsh)</p>		<ul style="list-style-type: none"> ● Director Walsh presented the powerpoint ‘Implementation of the AMDSB Strategic Plan for 2018/2019. ● The Board’s Strategic Plan is in place for 4 years. We will be doing a consultation with families, parents and communities to gather input into what should be reflected over the next 4 years. The Strategic Plan maintains some long term goals ie well-being, equity and inclusivity. ● Strategic Plan outlines the Board’s mission, vision and values (Mission: We will create positive, inclusive learning environments and maximize outcomes for students); (Vision: by engaging our students, staff, families, communities and our world; inspiring with evidence-informed teaching and learning, and innovating through the creative potential of emerging technologies) and Values (equity, character and stewardship) ● Image of our Successful Graduate – focus is to prepare students for their next step, and to prepare for the changing world ● BIPSAW – board focus on literacy and numeracy, intellectual engagement and social and institutional engagement (goal, target and indicators of success)
<p>4.2 AMDSB Website – Parent Voice (Dani Rathwell)</p>		<p>Check the Parent Voice website http://parentvoice.ca/about-pic-at-amdsb/</p>
<p>4.3 Topic Suggestions / Input from Members</p>		<p>Proposing/Suggested topics:</p> <ul style="list-style-type: none"> ● Technology plan (tech enabled learning plan) – looking at sustainability, expensive to maintain, etc. (technology and how it is being used by students) ● Identity Based Data Collection (AMDSB was one of 17 boards that piloted this survey) ● How do we improve communication and how do parents get better informed about what their child is doing at their school ie School Messenger is a capable tool; it’s earlier stages but that program can help us with communication; streamlining communications ie School Messenger ● Talk about big picture – things that affect a lot of kids; grade 11 attendance, interest and motivation; how do we communicate better and how do we communicate what the disciplinary rules are ● social activity and mental health; mental health in secondary schools’ specific grade 11 – prevent the grade 11 dip; getting students at early age engage; parents’ involvement in students’ school – trying to get all parents involved ● Note – Barbara Coloroso is presenting on February 11th – send details to all school councils
5.0 Next Meeting		

Location and Time to be confirmed	February 27 th , April 24 th , and June 5 th 5:30 p.m. At Seaforth Education Centre February 27 th – mental health and well-being – where we post, what we talk about, what are resources, etc. Director Walsh will follow up with Superintendent Jodie Baker regarding a mental health presentation for February 27 th . April 24 th and June 5 th – topics to be confirmed
6.0 Adjournment	The meeting adjourned at 7:10 p.m.

From Board Policy #10 re Committees of the Board

The PIC is a parent-led committee. The chair/co-chairs are parents, and the majority of members are also parents. For parents to qualify for election or appointment, they must have a child enrolled in a school of the board. To provide a direct link to the board, the director of education and a trustee are also members. The PIC appoints up to three community members. Each Parent Involvement Committee decides, based on its local needs, who else to include, such as a principal, teacher and support staff. The committee meets at least four times a year.

5.4 Parent Involvement Committee (PIC)

5.4.1 Purpose:

- a) The Parent Involvement Committee (PIC) is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being.
- b) A Parent Involvement Committee shall achieve its purpose by providing information and advice on parent engagement to the board; communicating with and supporting school councils of schools of the board; and understanding activities to help parents of pupils of the board support their children’s learning at home and at school.

5.4.2 Membership:

- a) The number of parent members specified in the by-laws of the committee (parent members must constitute a majority of the members of a PIC)
- b) The director of education (or designate)
- c) One trustee and one alternate appointed by the board
- d) The number of community representatives specified in the by-laws of the committee

5.4.3 Meetings

PICs are to meet at least 4 times in each school year. Meetings are to be held in public and no meeting may be held unless the following members are present: a majority of parent members present, the director of education (or designate) and the board member (or his/her designate).