

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

MINUTES

Wednesday, June 5, 2019 – 5:30 p.m. to 7:00 p.m.

Festival Room, Seaforth Education Centre

Parents: Jenn Cox (Clinton) Chair, Ruth Ann Ogilvie (Central Perth)
Regrets: Jen Love-Campbell (FE Madill), Anna Chisholm (Stratford/Hamlet), Denise Nivens, Jennette Versteeg (LDSS), Rosalie Mills (Listowel), Judy Greig (SMDCVI/Little Falls), Sarah Campbell (Goderich) Lisa Sheldon (South Perth CPS)

Principal Rep: Marie McDade

Trustees: Nancy Rothwell, Laura Bisutti (regrets)

Staff/Resource: Lisa Walsh - regrets (Director), Chera Longston (Communications Manager), Barb Crawford (Admin Assistant)

Agenda Item	Notes
1.0 Routine Matters	
1.1 Approval of the Agenda	<i>That the Agenda be approved as presented.</i>
1.2 Approval of the April 24, 2019 Minutes	<i>That the Minutes be approved as presented.</i>
2.0 Items Brought Forward	
2.1 PIC – Goderich Joint Parent Council Meeting (JC)	On behalf of PIC, Chair Jenn Cox attended the May joint parent council meeting at Goderich PS to talk about what PIC represents, advise that PIC meets 4 times/year; and that PIC is trying to get a base for the committee and will continue to recruit
2.2 Letter to School Council Chairs introducing PIC (JC)	<ul style="list-style-type: none">• Anna and Jenn will draft a letter to send to school council chairs – introducing PIC, and will email school chairs and principals• Will provide letter to principals at District Leaders day on August 26th• PIC now has an email address – amdsbpic@gmail.com• Chera will add to Parent Voice site• Email schools by end of August for their first school council meeting and to school secretaries to add to the September newsletters• In August 26th System Memo – will send memo from Director's Office as per past memo and add more details about PIC ie mandate, etc.• PIC members – consider dividing the school council meetings and attend if possible• Jenn will send email to current chairs now and again in September

3.0 New Business		
3.1 AP 398 Gender Identity – Amy Kipfer		<ul style="list-style-type: none"> • Amy is Equity Lead for Avon Maitland • June is Pride Month – there are various activities happening throughout communities; last year Stratford had their Pride Walk • Bill C-16 passed in 2016; it is a Bill that amended the Canadian Human Rights Act and Criminal Code • Equity Committee – reviewed APs for boards across the province, have done extensive consultations with a number of groups; AP is for both staff and students and will be released in early fall 2019. • Basis of AP is gender identity and gender expression • For your reference there are a number of books/resources including: Gender: Your Guide and Educators’ Equity Companion Guide
3.2 AMDSB ELDP (Emerging Leadership Development Program) (JC)		<ul style="list-style-type: none"> • Summary of teacher’s project focused on “Finding the Invisible” (possible model to promote to all schools through parent councils) • ELDP is a 2-year program for all staff; year 1 participants attend sessions and workshops, and year 2 participants prepare a project that promotes their leadership ability • For the year-end wrap up year 2 presented their project
3.3 Planning for 2019/2020 school year		<ul style="list-style-type: none"> • The committee talked about how to best get the message out about PIC, how to recruit members and to maintain a stable membership, terms of membership, communication plan, draft plan/agenda for October 2019; how to best support what is already happening, and a review of the by-laws and constitution will be done in the fall • Jenn agreed to continue as Chair for 2019/2020
3.3 Exit slip - please complete, what worked well this year, what would you like to see going forward		Jenn will email a survey to PIC members for feedback
4.0 Future Agenda Topics/Ideas/Discussion (from January 16, 2019)		
Ideas		<ul style="list-style-type: none"> • Encourage each member to try and bring a friend – talk about what the benefit of PIC is – we are here to support our schools • Continue Mental Health topic and student well-being; positive culture in our schools

		<ul style="list-style-type: none"> • PIC support – ways to engage parent community to support the school as per PIC mandate
Suggested Topics for Future Meetings		<p>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
5.0 Next Meeting(s)		
		<ul style="list-style-type: none"> • October 2, 2019; February 5, 2020, April 8, 2020 and June 3, 2020 – start at 5:30 p.m., meetings are held at the Seaforth Education Centre • Chera will draft a message for newsletters, explain what PIC is and that PIC can be consulted on various topics • Encourage parents to share their voice on various topics including ... Strategic Plan, Mental Well-being, etc.
6.0 Adjournment		

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).