

Limestone District School Board  
**Parent Involvement Committee**

Draft Minutes  
 Thursday, February 13 2020  
 Limestone Education Centre  
 220 Portsmouth Ave.

<b>In Attendance:</b> Scot Gillam (Assoc Superintendent), Garrett Elliott (Trustee Representative), Sabena Islam (Chair), <b>Parents:</b>		
No	Item	Action
	<p><b>Opening and Land Acknowledgement (Scot Gillam) 6:05 pm</b>          Associate Superintendent Gillam acknowledged Trustee Representative Garrett Elliott, as well as Trustees Morning, Hutcheon, Vice-Chair French, and Director of Education Debra Rantz.</p> <p>Gillam reminded those present that the meeting was being livestreamed on the <a href="#">LDSB PIC</a> facebook page. Only the speaker and the screen would be visible on the stream.</p>	
1	<p><b>Approval of Draft Agenda</b>          Addendum: Add the Garden / Greenhouse Proposal to Item 9, New Business          Moved: Christine, John A MacDonald. Seconded, Jennifer, Molly Brant.          Approved</p>	
2	<p><b>Approval of the Draft Minutes of the meeting held November 28, 2019</b>          Amendments: none          Moved: Christine, John A MacDonald. Seconded, Jennifer, Molly Brant.          Approved.</p>	
3	<p><b>Standing Updates:</b></p>	
3.a	<p><b>Board Update: (Associate Superintendent Gillam)</b>          Gillam invited parents to share the PIC email group with other parents at their school. He will add them to the email group if they contact him.</p> <p><b>Black History Month:</b> There have been many activities throughout Limestone schools. You may follow <a href="#">@LimestoneDSB</a> on twitter and check the Board website to see details of school events.</p> <p><b>Kindergarten registration</b> is open now. Kingston, Frontenac, Lennox and Addington Public Health (KFLAPH) is an important partner in welcoming the youngest students into Limestone schools.</p> <p><b>Q: Is the transition workshop for children with special needs, scheduled for February 21st still happening?</b>          A: I will find out for you.</p>	

	<p>A: Director Rantz: Yes, the date and location are likely to change. We are discussing this with our community partners in the event.</p> <p><b>Skills Ontario:</b> The Competition begins at St Lawrence College (SLC) soon. Elementary students will not be participating because of the job action. Secondary students are competing, and many are hoping to qualify for Provincials in Toronto.</p> <p><b>Pink Shirt Day:</b> The Boys and Girls Club of Kingston (BGCK) day to raise anti-bullying awareness is February 26.</p> <p><b>BGCK Making a Difference</b> Speaker series takes place at Holy Cross SS. Usually approximately 450 grade 10 students will attend. This year, Raptors Superfan <a href="#">Nav Bhatia</a> is the featured speaker. He will share his journey of immigration from India, building his career and charitable foundation. In the evening he will speak to an adult audience.</p> <p><b>School Year Calendar 2020-2021:</b> The calendar was approved by the Board of Trustees last night: The upcoming year presents several challenges, as the Board coordinates the calendar together with three Boards for bus transportation.</p> <ul style="list-style-type: none"> <li>● Monday, August 31 will be a PA day;</li> <li>● First Day of School will be Tuesday, September 1st.</li> <li>● Long weekend for Labour Day Monday, September 7.</li> <li>● School will finish by June 25, 2021.</li> <li>● This plan maintains a PA day on a Friday in January, and a smooth transition into semester 2 for secondary schools.</li> <li>● Secondary students will graduate on the last Thursday of June.</li> </ul>	
3.b	<p><b>Trustee Update:</b> (Trustee Garrett Elliott)</p> <p>Welcome to the many new representatives I see in the room. It is wonderful to see schools across the Board well represented by parent volunteers.</p>	
3.c	<p><b>KFLAPH Public Health Unit Update:</b> ( Mary Jane Short )</p> <p><b>Effects of Screen Time on Adolescents:</b> by Luis Santos/Dr. Richard Reeve. Luis will be available for the May PIC meeting to make a brief presentation of the findings.</p> <p><b>Kindergarten Registration Packages:</b> Over 1,800 packages have gone out to schools for every new Junior Kindergarten student who registers for September 2020. The “Let’s Go To Kindergarten” resource supports school readiness and the transition to Kindergarten for new students and their families.</p> <p><b>2019 Novel Coronavirus:</b> Most important are good habits and hygiene around hand washing. Please stay home when you are sick. Information and updates can be found at: KFL&amp;A Public Health: <a href="https://www.kflaph.ca/en/healthy-living/novel-coronavirus.aspx">https://www.kflaph.ca/en/healthy-living/novel-coronavirus.aspx</a> Ontario Ministry of Health: provides daily updates <a href="https://www.ontario.ca/page/2019-novel-coronavirus-2019-ncov#section-4">https://www.ontario.ca/page/2019-novel-coronavirus-2019-ncov#section-4</a></p>	

	<p><b>Kingston Gets Active</b> is offering a number of free activities for the month of February. More information is available <a href="#">here</a>.</p>	
4	<p><b>Co-chair Election</b> Candidates:</p> <ol style="list-style-type: none"> <li><b>1. Crystal Bevans-Leblanc</b> <ul style="list-style-type: none"> <li>● 4 children, aged 26 to 11</li> <li>● She has volunteered at School Councils, Family of Schools Council, and PIC for over a decade.</li> <li>● She is very passionate about public education.</li> <li>● She is Chair of Limestone Families for Public Education.</li> <li>● She is not afraid to ask questions.</li> </ul> </li> <li><b>2. Laurie Forrester</b> <ul style="list-style-type: none"> <li>● She has a child in senior kindergarten.</li> <li>● She is a veterinarian in Tamworth.</li> <li>● She wants to know more about School Board communication with families</li> <li>● She believes it is important that parents have a voice, and share that voice with the Board.</li> </ul> </li> </ol> <ul style="list-style-type: none"> <li>● Nominations from the floor: none</li> <li>● Each candidate provided a brief presentation about themselves.</li> <li>● Each school has one voting card. Voting is by secret ballot.</li> <li>● Two non-candidates will assist Scot Gillam with the election.</li> <li>● Sabena Islam: I am graduating as a Limestone parent this June, so please consider running again. Thank you to both candidates for running for this position.</li> </ul> <p><b>Results:</b> Crystal Bevans-Leblanc is elected co-chair for a two-year term.</p>	
5	<p><b>Business Arising:</b></p>	
5.a	<p><b>Summer School data:</b> Information on this item can be found in the April 2019 Board package, p. 09, for the Education, Policy and Operations Committee. <a href="https://www.limestone.on.ca/common/pages/DisplayFile.aspx?itemId=22039644">https://www.limestone.on.ca/common/pages/DisplayFile.aspx?itemId=22039644</a></p> <ul style="list-style-type: none"> <li>● Students had previously attended for ½ day remediation after failing a course. The Ministry changed that, requiring that they instead attend for a full day of school. As a result, enrollment by students who had failed a course fell to 5% of total enrollment.</li> <li>● Summer school Co-operative opportunities remain as an option for students who must recover a credit. This is a preferred option by Student Success teachers as students gain work experience and certifications.</li> <li>● E-learning summer credits remain for ‘reach ahead’ credits. Course selection is dependent upon what is being offered by the Ministry.</li> </ul>	

5.b	<p><b>Cashless School Rollout:</b> this program is now called “School Day: Payments and Permissions”. The report can be found on p 47 in the Board meeting package from January 16, 2019.</p> <p><a href="https://www.limestone.on.ca/common/pages/DisplayFile.aspx?itemId=17986969">https://www.limestone.on.ca/common/pages/DisplayFile.aspx?itemId=17986969</a></p> <ul style="list-style-type: none"> <li>● There has been a change in the rollout plan. The goal is to have all schools on a cashless system by the end of this year.</li> </ul>	
5.c	<p><b>Safe Schools: Outdoor Systems:</b></p> <ul style="list-style-type: none"> <li>● As schools are equipped with new VOIP systems, lighting options will be provided at entrance ways to signal lock down procedures are in place. Until then, schools are using localized plans to inform the community appropriately.</li> <li>● Schools with VOIP can create a message on the exterior of a building. We are considering using symbols to communicate externally, using a strobe and red light located at key locations, for example, to indicate school is in a lockdown and there is no entry.</li> <li>● In addition, schools are required to have an outdoor protocol.</li> </ul> <p><b>Q: Do other Boards do this?</b> A: Some larger Boards have similar systems. The threat assessment consultant indicated that using a light or symbol system triggered by a code or button is preferable.</p> <p><b>Q: What about outdoor learning settings? How is the situation communicated to staff and students who are outdoors?</b> A: A “Hold and Secure” indicates there is an outside danger. The school would activate whatever system they use to call students in from outdoors. The system is intended to tell the external community that the school is locked down and not to approach the building.</p> <ul style="list-style-type: none"> <li>● The first test school will be Napanee District SS.</li> </ul>	
6	<p><b>Chair’s Report (Sabena Islam)</b></p> <ul style="list-style-type: none"> <li>● Islam noted that she attended the Board Meeting the previous evening, and encouraged parents to attend, or to have a look at the Board Agenda packages on the website because it is very informative.</li> <li>● Islam welcomed Director Rantz, and thanked her for her many years of dedication to the students and families of Limestone schools, as she has announced her retirement from the Board.</li> <li>● Islam noted that Trustees discussed the hiring search to find a new Director last evening. She asked: “Is this committee interested in gathering a list of some key qualities of a Director to forward to the Board?”. The deadline is in March for any input into the posting.</li> </ul>	<p><b>ACTION:</b> Create and share a Google doc for gathering input into key characteristics of the next Director of Education. Place on March Agenda.</p>

	<p><i>Comment:</i> Yes, school councils already do this with the Principal Profile for our school. It would be excellent to extend this to the leader of the Board.</p> <p><i>Comment:</i> Start a shareable Google doc that will forward input to the Co-Chairs. Then, at the March PIC meeting, the group can craft it into a short list of key characteristics.</p> <ul style="list-style-type: none"> <li>● Islam reminded parents that there is a closed facebook group for the <a href="#">LDSB PIC</a> that parents can request to join. This is a forum for parent volunteers to share ideas and collaborate.</li> </ul>	
7	<p><b>Correspondence</b> None</p>	
8	<p><b>Reports from Standing Committees/Working Groups</b> <b>Digital Working Group:</b> At the May PIC meeting, Luis Santos will present his findings regarding the effects of screen time on adolescents..</p>	<p><b>ACTION:</b> Place update on May Agenda.</p>
9	<p><b>New Business</b></p>	
9.a	<p><b>Sharing of Best Practices</b></p> <ul style="list-style-type: none"> <li>● Opportunities for collaborating, and group work among PIC members. This item is Tabled until the March meeting.</li> <li>● An online document for contributions will be circulated by email. Please click the link and ask for permission to access the document.</li> </ul>	<p><b>ACTION:</b> Share document by email for group contributions. <b>ACTION:</b> Place on March Agenda.</p>
9.b	<p><b>PRO Grants Follow up</b></p> <ul style="list-style-type: none"> <li>● This year, the Ministry of Education has provided Parents Reaching Out funding directly to the PIC. The guidelines that must be followed regarding appropriate activities and expenses, for example, remain unchanged. LDSB has received approximately half of the previous PRO grant funding total.</li> <li>● We will gather in Family of Schools (FOS) groups to brainstorm ideas for events so that we can distribute this funding.</li> </ul> <p><b>Q: Can individual schools apply for funding for an event?</b> A: Yes. Some schools have already hosted activities that would qualify, and they could be reimbursed. Individual school amounts in the range of \$500 / \$750 would be workable.</p> <p><i>Comment:</i> Do we circulate this opportunity to all schools with a two- week deadline for response?</p> <p><b>Q: Who do we speak to in order to connect with other FOS schools, especially if the Principal has not been responsive to earlier efforts to connect?</b> A: You may contact your Superintendent, or me (Scot Gillam).</p>	<p><b>ACTION:</b> Share PRO grant criteria.</p>

	<p>Comment: The LDSB PIC public facebook page is another place to connect with your FOS.</p> <p><b>Q: Is the job action likely to interfere with the ability to plan events?</b> A: I think schools can make it work, and can plan for contingency.</p> <p><b>Q: Family movie / games night - would that qualify?</b> A: Yes</p> <p><b>Q: Is the group interested in breaking into FOS or groups of several elementary schools or high schools to work on some potential ideas?</b> A: Consensus is yes.</p> <ul style="list-style-type: none"> <li>● Group discussion break out - 20 minutes.</li> </ul>	
9.c	<p><b>PIC response to Education Cuts</b></p> <ul style="list-style-type: none"> <li>● Several PICs across Ontario have chosen to write letters to the Ministry of Education in support of public Education.</li> <li>● Does this PIC want to do this?</li> </ul> <p><i>Comment:</i> many have reservations because of politics. I think we can craft a letter supporting public education without referencing specific politics. <i>Comment:</i> Director Rantz and Trustees have expressed understanding of job action and their support for public education.</p>	<b>ACTION:</b> PIC members will co-create a response using a shared google doc.
9.d	<p><b>School Council Toolkit Follow Up</b> This item will be carried forward to the March meeting</p>	<b>ACTION:</b> Place on March Agenda
9.e	<p><b>Indigenous Family Circle:</b> (Jennifer Kehoe and Janza Giangrosso)</p> <ul style="list-style-type: none"> <li>● Jennifer, a parent at Molly Brant ES, and Janza, a parent at Loughborough PS, are parent Leads on the LDSB Indigenous Education Council (IEC).</li> <li>● They shared their initiative to create an Indigenous Family Circle, an opportunity for self-identified indigenous parents to gather together and connect around how to create culturally rich and safe spaces within their school communities.</li> <li>● They asked School Councils to open a door to welcoming and creating space for indigenous families to participate more fully in their school community.</li> </ul> <p><b>Q: Is there a way to create a description of the Indigenous Family Liaison position we are discussing, so that Councils may amend their by-laws to create this space within the Council structure?</b> A: Yes <i>Comment:</i> This position description could be added to the LDSB School Council Toolkit</p>	<p><b>ACTION:</b> Create standing update for the IEC. <b>ACTION:</b> Share Family Circle letter.</p>

	<p><b>Q: Our Council has had input from a self-identified family who are active within the school, who commented that they feel pressure to be the representative Indigenous family. Would the Family Circle be available to attend a Council meeting as a Community Member?</b>  A: I don't think we can answer that at this point in the process. Most importantly, we are asking Councils to hold space for us, to open a door.</p> <p><b>Q: Can I ask for support from Associate Superintendent Gillam? I've been asking for this space. Can senior administration provide support to say to an individual school, Yes, your School Council can do this.</b>  A: We can talk about this in more detail.</p> <p><i>Comment:</i> If this letter is circulated as part of the PIC Minutes, it will get buried. Could it be shared to the PIC email group as a separate item?</p> <p><i>Comment:</i> I think PIC could create a Standing Update space for the IEC within the PIC meeting Agenda.</p>	
<p>9.f</p>	<p><b>Gardening Proposal</b>  <b>Michael Oster:</b> Thank you to Trustee Hutcheon for inviting me, and to Trustee Elliott for his support.</p> <ul style="list-style-type: none"> <li>● <b>Farm to Cafeteria Canada:</b> This organization <a href="http://www.farmtocafeteriacanada.ca/">http://www.farmtocafeteriacanada.ca/</a> gave out 35 grants in 2018, and is planning to award 30 grants across Canada in 2020.</li> <li>● Applications are now open until March 27. Proposals must include principal support and a community partner, someone like Loving spoonful, or another agency, maybe even the PIC.</li> </ul> <p><b>Q; How does a school apply?</b>  A: Trustee Robin Hutcheon has information, or access the website.</p> <p><b>Q: Can we share your information?</b>  A: Yes, Robin Hutcheon has all of it.  A: Okay - PIC will share contact, website with parents.</p> <ul style="list-style-type: none"> <li>● The award includes two years to implement your project.</li> <li>● The grant is \$10,000, with a portion dedicated to teacher training and resources.</li> <li>● Oster offered his help to create accessible growing beds surrounded by an accessible greenhouse.</li> <li>● Oster cited the example of an Ottawa project that grows 3 crops in greenhouses over the year, to increase their yields. They grow a heat tolerant crop in summer, and a frost-tolerant crop in fall. The temperature in the greenhouse never drops below -5C.</li> </ul> <p><b>Q: Our school has a Limestone Learning Foundation (LLF) project. We added an accessible bed this year. We are hoping to move some beds. Is there a way</b></p>	<p><b>ACTION:</b> Share Farm to Cafeteria Canada information and Michael Oster contact information with PIC.</p>

	<p><b>to put together existing beds and add a new greenhouse program for this grant?</b>  A: As long as you meet the criteria, called “Salad Bar Service” it would be possible. There is a wide range of projects that are funded.</p> <p><b>Q: Can you apply for supplemental services?</b>  A: Yes, as long as you adhere to the “Salad Bar Service” criteria outlined in the application.</p> <p><b>Q: Loughborough PS recently was awarded a \$35,000 grant to extend the existing gardens. We are looking for more funds for the Professional Development to help teachers weave curriculum into the gardens. Would that have potetial for funding?</b>  A: you would have to contact Farm to Cafeteria to ask.</p> <p><i>Comment:</i> Loughborough PS and the Kingston Indigenous Language Nest could be a potential partner with a reconciliation lens.</p> <p><b>Q: Would you come to a School Council meeting?</b>  A: Yes, especially before March 27.</p> <p><b>Q: Is it a national program?</b>  A: Yes, they receive matching dollars from provincial governments.</p> <p><b>Q: Can we reasonably apply prior to receiving Board approval for a greenhouse?</b>  A: I would suggest a similar process to LLF. It is difficult to process with the current job action. It would have to move from School Council to a Principal to a Facilities conversation. Facilities help to create a sustainability plan. If the desire is there, talk to the Principal right away so they can initiate discussion with Facilities and create a preliminary plan.</p> <p><b>Q: Is this offered each year?</b>  A: They have historically run on a 2 - year granting cycle.</p> <p><b>Q: Would it be easier for the product, the greenhouse and beds, to be approved as a concept by the Board first, instead of each school dealing with the approval process individually?</b>  A: Dir. Rantz: Yes and no, but it is generally a good idea. Michael Oster will talk with Director Rantz further.</p> <p><b>Q: Are you local?</b>  A: Yes.</p>	
10	<p><b>2020 Meeting Dates</b> (Location to be announced):  Thursday, March 12, 2020  <b>CHANGED TO: Wednesday, March 11, 2020, Thursday, May 7, 2020</b></p>	<p><b>ACTION:</b> New meeting date:  Wednesday,  March 11, 2020</p>



11	<b>Adjournment</b> 8:20pm	
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*These draft minutes were prepared by Hilary Wollis*