



## Parent Involvement Committee Meeting Minutes – November 16, 2017

1. Approval of Agenda – approved
2. Supervising Principal of Safe & Caring Schools Scot Gillam welcomed everyone to the meeting. Council is continuing to make inroads in having all schools represented and a vibrant communication network of dedicated and involved parents/guardians.
3. Supervising Principal of Safe & Caring Schools Update (Mr. Scot Gillam)
  - A) Strategic Plan update – Supervising Principal Gillam reviewed what has occurred so far on the Strategic Plan and played the video that supports the roll out plan. Questions were asked about numeracy and literacy and he assured everyone that numeracy and literacy are big parts of supporting the Pillars of the Strategic Plan.
  - B) Parent Engagement Budget – Supervising Principal Gillam shared the budget (see slide in the PowerPoint) and explained the funds were used for the \$500 per school allotment to support parent engagement, to support parents attending parent engagement activities, and to support other engagement opportunities like our Parent Symposium planned for this Spring. Scot referenced that there is no Pro Grant for the PIC this year, so more of these funds will be used to support the Spring Symposium. The question was asked if schools could apply for any leftover funding. Scot suggested that ideas could be shared with their local School Councils and Principals, and good ideas would be given due consideration.
4. Health Unit Update
  - A) Grade 5 and 9 ActivPass is up and running. The schedule can be found at [www.kingstongetsactive.ca](http://www.kingstongetsactive.ca)
  - B) We have 62 schools and 16,555 participants registered for the 17th annual Jingle Bell Run to be held Friday December 1st. Students and staff will run for their health and donate to local food banks to help those in need over the holiday season.
  - C) The KFL&A Region Healthy Kids Community Challenge will fund up \$500 per school to support the current theme “Choose to boost veggies and fruit” and your school board’s administrative procedure “Creating a Healthy School Nutrition Environment”.
  - D) The link to the survey will be forwarded to your school councils.  
<https://www.surveymonkey.com/r/LDSBParent>
  - E) There will be another Opioid Information Evening held on November 27 at Bayridge Secondary School starting at 6:30 p.m. with presentations at 7 p.m.
  - F) Fundraising ideas: Litsie makes a reusable, water-resistant, washable, food safe zippered snack and sandwich sized bags. Information and examples are on the back table for pick up.

5. Parent Symposium update – Scot let everyone know that Lynn Lyons has been booked for April 14, 2018. LDK will also provide a speaker and we are hopeful of a third partner to support some Math Learning. The Symposium will take place at a local secondary school and will feature keynote speakers, break out sessions and a community agency carousel.
6. Other updates – November is Indigenous Education Month; November 20-24, 2017 is Bullying Awareness and Prevention Week; Nov. 23, 2017 is Pink Shirt day in LDSB; Fronts Game Day to Support Bullying Awareness and Prevention on Nov. 29, 2017. Mid-terms for secondary and progress reports for Elementary, governing survey request from MOE (this has also been attached for anyone interested in contributing).
7. Co-chair Election – congratulations to Nicki Gowdy who was elected as Co-Chair.
8. Presentation from Melissa Hudson – see attached PowerPoint
  - Melissa’s excellent presentation garnered great discussion over several key elements of IEPs, including IEP terminology and parent/guardian understanding, the creation and follow up of IEP items, and parent/student advocacy for their needs.
  - Melissa spoke passionately about supporting teachers getting to know their students, both those with IEPs and those without. Looking at an accessible form that can be completed that provides a clear picture of their child(ren). This would support parents who have difficulty with communicating with teachers on a regular basis. The form could be completed and copies made for other teaching staff.
  - Melissa suggested that we form a sub-committee of PIC members who could discuss what might be on this form. Follow up would include consultation with teachers, Principals, Educational Services staff, etc.
  - There was a great deal of discussion around who initiates the IEP, why is ADHD not on the IEP, and a wide variety of other questions/issues. Any outstanding questions from the group can be directed to Supervising Principal Gillam.
  - A sub-committee to explore the idea of a student form to share with staff will be created by Melissa and follow up will be reported on at future PIC meetings.
9. This conversation led to a discussion about SEAC. There was some confusion over membership. This was clarified by an email from Supervising Principal Gillam earlier this week.
10. Discussion About Community Use of Schools
  - Discussion ensued about the equity of charging some School Councils for custodial time. Main issues seemed to be rural sites, where custodians might leave early and therefore incur a charge or Councils who don’t have a large fundraising base so that custodial charges would impact the bottom line substantially.
  - Supervising Principal Gillam tried to explain that these situations should be rectified at either the Principal or Supervisor level. The discussion then centred around bringing this concern forward to the Board.

- After much debate, the motion decided upon was as follows: *We find the procedure of charging for school use by Parent Involvement Committee or School Council activities to be inequitable and contrary to the goal of parent involvement and we request it be revised to align with the three pillars.*
- This resolution was passed by the majority of school representatives present.

The meeting was adjourned at 8:10 p.m.

The next meeting was confirmed for February 15, 2018