

## REPORT OF THE THAMES VALLEY PARENT INVOLVEMENT COMMITTEE

2018 May 9  
6:40 p.m. to 8:29 p.m.

### MEMBERS

A. Willsher, Co-Chair, Parent Member  
R. Tisdale, Trustee  
R. Kuiper, Superintendent  
M. Bayes, Parent Member  
S. Doxtator, Parent Member  
M. Flumerfelt, Principal, Thames Valley Secondary School  
Administrators' Council  
K. Frisa, Parent Member  
S. Vries, Parent Member

#### Regrets:

J. Bugorski, Parent Member  
C. Cordes, Principal, Thames Valley Administrator's  
Committee Elementary  
A. Enriquez-Johnson, Community Member  
L. Gonzalez, Thames Valley Council of Home & School  
Associations  
L. Honsinger, Co-Chair  
J. Jacob, Community Member  
J. Pollard, Parent Member  
C. Rahman, Parent Member

### ADMINISTRATION & OTHERS

K. Bairos, Guest  
B. Cumming, Secretary, Learning Support Services  
E. Fahmy, Parent Engagement Lead  
S. Gutierrez, Parent  
B. Keast, Assistant, Corporate Services  
S. McGalls, Parent  
B. McKinnon, Trustee (-6:43)  
D. Parsons, Parent  
S. Tucker, Operator, Graphic Services  
M. Wilkie, Principal (-6:43)  
J. Nuyens, Thames Valley Council of Home & School  
Associations

### 1. CALL TO ORDER

Co-Chair A. Willsher called the meeting to order at 6:40 p.m. in the Gymnasium at Roch Carrier French Immersion P.S. in Woodstock.

TVPIC Parent Member S. Vries and M. Wilkie, Principal of Roch Carrier French Immersion P.S., welcomed the committee to Roch Carrier French Immersion P.S.

### 2. CONFIRMATION OF AGENDA

The agenda was approved on motion.

### 3. CONFLICTS OF INTEREST – none declared

### 4. MINUTES OF THE MEETING FROM 2018 APRIL 12 - provided for information

### 5. BUSINESS ARISING FROM THE MINUTES OF 2018 APRIL 12

#### a. Draft mandates and Chairs for Subcommittees (item #9.a)

A. Willsher reported subcommittees are selecting Chairs for their subcommittees. Subcommittee mandates were discussed and it was determined that if there was time they would be discussed further and finalized under other business at this meeting, or deferred until the next meeting.

#### b. Cultural Training (item #13.a)

S. Doxtator introduced herself and provided information about her First Nations Clan. S. Doxtator highlighted areas of concern and current issues within First Nation communities. Committee members were encouraged to educate themselves about First Nations culture and identities and to support FNMI students within their communities.

It was suggested that committee members consider participating in a Blanket Exercise and watch the film Indian Horse.

R. Kuiper reported S. McGahey-Albert is willing to attend a future TVPIC meeting to facilitate the Blanket Exercise. Current FNMI focused activities taking place within TVDSB were noted.

R. Tisdale noted the Ministry of Education recently released new FNMI curriculum. It was suggested an FNMI information session be offered at the next TVPIC event.

## **6. REPORTS AND PRESENTATIONS**

### **a. PIC Conference Update**

A. Wilsher provided an update on the PIC Conference he attended in Toronto. He noted networking with other PICs was a highlight of the weekend.

## **7. MEMBER UPDATES FROM TVDSB REPRESENTATIVES (Standing Item)**

### **a. Director of Education/Delegate**

On behalf of Director L. Elliott, R. Kuiper referred to the report provided in the agenda package. R. Kuiper highlighted upcoming events including: Education Week (May 7-11), Award of Distinction Ceremony (May 10), Celebrating Diversity Conference (May 14), TVEF's Walk & Run for the Fund (June 3) and EQAO Assessments. The theme for Education Week is "Equity in Action".

R. Kuiper provided information on Western University's "Let's Talk Education Community Series" and the Ministry of Education's "Fresh from the Farm" healthy fundraiser partnership.

### **b. Trustee**

R. Tisdale referred to the report provided in advance of the meeting. R. Tisdale noted the current focus of Trustees is Strategic Planning and the Board Budget.

## **8. TVDSB ADMINISTRATION, TVCHSA, and COMMUNITY REPORTS (Standing Item)**

### **a. Thames Valley Administrators' Committee – Elementary**

The report was provided in advance of the meeting. Highlights included the Lawson Literacy Awards celebration taking place at the Education Centre on June 5, EQAO testing and internal school staffing.

### **b. Thames Valley Secondary School Administrators' Council**

M. Flumerfelt referred to the report provided in advance of the meeting. Highlights included the transition from Windows 8 to Windows 10, feedback for the Chromebook pilot project, EQAO testing, internal staffing and the 2018 McTavish Awards at Clarke Road Secondary School.

In response to a question, R. Tisdale explained the Chromebook pilot project process and noted it was an initiative brought forward by Oxford County Trustee G. Hart. M. Flumerfelt spoke to the positive impact the Chromebooks have had within his school.

### **c. Thames Valley Council of Home and School Associations**

J. Nuyens referred to the report provided in advance of the meeting. Highlights included the Ontario Federation of Home and School Associations conference in London on April 27 & 28. Information was shared regarding the Thames Valley Council of Home and School Associations AGM and dinner on 2018 May 14.

### **d. Community Member Reports - None**

## **9. REPORTS FROM MEMBERS ON TVPIC SUBCOMMITTEES (Standing Item)**

### **a. Event Planning**

A. Willsher reported the subcommittee has not yet met.

### **b. Membership**

R. Kuiper reported the membership deadline was extended to 2018 June 1. Membership applications can be found on the TVDSB website under 'News'.

### **c. Finance**

D. Parsons referred to the report provided in the agenda package and noted PIC spending reports are due to the Superintendent by the end of June.

An electronic vote was called on 2018 April 25. The following recommendation was moved and CARRIED:

THAT TVPIC cover the costs for child care services, to a maximum of \$5,000, for TVDSB's Mental Health Conference on May 8, 2018 at King's College.

**d. Communications**

A. Willsher reported the Communications subcommittee met on Tuesday, May 1 at 7:00 p.m. A message was drafted to be distributed to school council members via Principals. The draft was distributed to members for feedback. Discussion considered the best method of contact between TVPIC and School Councils.

Suggested revisions were captured by A. Willsher. The finalized draft will be sent to the committee members for review prior to being sent to schools.

Committee members responded to questions of clarifications from guest parents regarding subcommittees.

**e. Parent Enhancement Fund - None**

**f. Resources for School Councils - None**

**10. REPORTS FROM MEMBERS REPRESENTING TVPIC ON OTHER COMMITTEES (Standing Item)**

**a. Active & Safe Routes to School - None**

**b. Think About It - None**

**c. TVDSB Parent Engagement Steering Committee**

E. Fahmy reported the final draft of the Parent Engagement Steering Committee report is in progress and will be completed shortly. The report will include suggestions for enhancing Parent Engagement.

**11. TVDSB SUPPORT UPDATES (Standing Item)**

**a. Communications**

S. Tucker reported School Councils have reached out for support to promote their School Council events. School Councils that would like their events advertised through TVDSB social media channels are asked to contact R. Kuiper.

**b. Parent Engagement Lead**

E. Fahmy highlighted the Mental Health Conference that took place on Tuesday, May 8, 2018.

**12. CORRESPONDENCE (Standing Item)**

A. Willsher noted an e-mail was received asking for a communication channel for TVPIC. It was suggested the new e-mail platform be rolled out to schools as soon as possible.

It was suggested School Councils be notified regarding their current TVPIC email accounts, so they may save the information they need before the new e-mail platform is rolled out.

**13. OTHER BUSINESS**

**a. Subcommittee Mandates**

The following motion was moved and CARRIED:

THAT the mandate of the Event Planning Subcommittee be approved as follows: *To plan parent engagement events including, but not limited to guest speakers, training opportunities, and networking events.*

The following motion was moved and CARRIED:

THAT the mandate of the Resources for School Councils Subcommittee be approved as follows: *To maintain, review and/or create materials and documents to support School Councils, and*

*Parent Engagement, for example: by-law templates, tip sheets, and Parent Involvement Funds/Parents Reaching Out Grant Guides.*

The following motion was moved and CARRIED:

THAT the mandate of the Parent Enhancement Fund Subcommittee be approved as follows: *To facilitate the application process for School Councils to access additional funding for Parent Engagement initiatives and to recommend selected applicants for TVPIC approval.*

The following motion was moved and CARRIED:

THAT the mandate of the Finance Subcommittee be approved as follows: *To collaboratively review monthly financial reports and to report expenditures to TVPIC. To annually present a budget to TVPIC for approval.*

The following motion was moved and CARRIED:

THAT the mandate of the Communications Subcommittee be approved as follows: *To provide advice and suggestions to TVPIC and the Thames Valley District School Board to enhance communication amongst parents, School Councils, the broader community, and TVDSB. To create newsletters and communications relating to Parent Engagement.*

**b. Communication from Middlesex School**

D. Parsons reported an e-mail was received from a Middlesex school. The school is requesting a TVPIC member attend to present for 20 minutes and discuss planning for next year, pro-grant applications and TVPIC involvement. A. Willsher and D. Parsons will attend.

**c. TVPIC Agendas and Minutes**

B. Keast noted TVPIC Agendas and Minutes are available on the TVDSB Website under Board – Meetings.

**14. FUTURE MEETING DATES, SPEAKERS AND LOCATION**

R. Kuiper reported there is a scheduling conflict for the 2018 June 14 TVPIC meeting. At the request of the committee Corporate Services will send out an e-mail to determine member availability on 2018 June 18 and 20.

A. Willsher extended appreciation to S. Vries for assisting in the planning of the May meeting.

**15. FUTURE AGENDA ITEMS**

- Fundraising FAQ's (May 2014)
- Internal Audits (May 2013)
- Copyright
- Support Document for Parents (Future)
- Webinar (Future)
- TVPIC Volunteer Recognition (Future)

**16. ADJOURNMENT**

The meeting adjourned at 8:29 p.m. by motion.

**RECOMMENDATIONS:** None

**A. WILLSSHER & L. HONSINGER**  
CO-CHAIRS