

## REPORT OF THE THAMES VALLEY PARENT INVOLVEMENT COMMITTEE

2019 February 7  
6:31 p.m. to 8:30 p.m.

### MEMBERS

S. Thomson, Chair  
S. Vries, Vice-Chair  
A. Morell, Trustee  
D. Macpherson, Superintendent  
M. Bayes, Parent Member  
K. Frisa, Parent Member  
L. Gonzalez, Parent Member  
J. Grant, Parent Member  
L. Martinez, Parent Member

### ADMINISTRATION & OTHERS

S. Tucker, Operator, Graphic Services  
S. Smith, Assistant, Corporate Services  
R. Tamminga, Vice- Principal, Thames Valley  
Secondary School Administrators' Council  
  
A. Willsher, Parent(+6:42)(-7:42)

### Associations

T. Whaley, Thames Valley Council of Home & School  
K. Robertson, Principal, Thames Valley Administrator's  
Committee Elementary(+7:04)

### Regrets:

F. Elamin

### 1. CALL TO ORDER

Chair Thomson called the meeting to order at 6:31 p.m. in the Katherine Harley room at the Education Centre in London.

### 2. CONFIRMATION OF AGENDA

With the addition of 14.d and 14.e the agenda was approved on motion.

### 3. CONFLICTS OF INTEREST

None declared.

### 4. MINUTES OF THE MEETING FROM 2019 JANUARY 10

The minutes of the 2019 January 10 meeting were provided for information.

### 5. BUSINESS ARISING FROM THE MINUTES OF 2019 JANUARY 10

#### a. Other Business (item#14)

D. Macpherson presented two options for video conferencing TVPIC meetings; GoToMeeting and Zoom. The decision was made to try GoToMeeting on an experimental bases.

#### b. Parent Engagement Fund (PEF) (item#10.e)

The PEF recipients were asked to submit a copy of their pro-grant application to review duplicates. The recipients with duplicate applications were contacted via email letter providing direction on use for the additional funds.

### 6. MEMBER UPDATES FROM TVDSB REPRESENTATIVES (Standing Item)

#### a. Director of Education/Delegate

On behalf of Director L. Elliott, D. Macpherson reported public input is being requested on the following polices/procedures: Student Advisory Council, Employee Accident/Incident Report Procedure and Communication Procedures for Handling Situations/Incidents of Crisis/Controversy. Committee members were invited to submit feedback.

D. Macpherson reminded the committee about the 2019 February 11 event with Dr. Debbie Pushor. He noted TVPIC is also invited to a smaller session on 2019 February 12 with Dr. Debbie Pushor. The smaller session will be system work focused.

In response to a request, D. Macpherson provided the committee with a report providing the total number of attendees at the 2019 February 11 Dr. Debbie Pushor event broken down by Region. (See TVPIC-1)

**b. Trustee**

A. Morell reported on the details of Director Elliott's retirement, noting the Phelps group was selected to recruit her replacement. It was noted the Chair of TVPIC and President of TVCHSA will be consulting with the Phelps group to represent the parent voice.

The Board has received approval for funding to proceed with the renovations of Kettle Creek P.S.

**7. CHAIR'S REPORT**

Chair Thomson distributed the list of subcommittee members.

**8. TVDSB ADMINISTRATION, TVSSAC, TVCHSA, and COMMUNITY REPORTS (STANDING ITEM)**

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

None.

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

None.

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

None.

**d. Community Member Reports**

None.

**9. SUBCOMMITTEE BREAKOUT SESSION**

The committee completed two breakout session activities. The committee regrouped, a summary of each breakout session was presented for information. The list of members for each subcommittee was reviewed.

The following motions were moved and carried:

THAT K. Frisa, S. Thomson and J. Grant be appointed to the Finance Subcommittee.

THAT S. Vries, L. Gonzalez, K. Frisa and L. Martinez be appointed to the Membership Subcommittee.

THAT the J. Grant, S. Vries, M. Bayes and L. Martinez be appointed to the Parent Enhancement Fund Subcommittee.

THAT M. Bayes, S. Vries, H. Gerrits and T. Whaley be appointed to the Event Subcommittee.

THAT L. Gonzalez, M. Bayes and J. Grant be appointed to the School Council Resource Subcommittee.

THAT L. Martinez, L. Gonzalez and K. Frisa be appointed to the Communications Subcommittee.

THAT each subcommittee prepare a final report detailing a summary of their planned annual activities by 2019 November 30.

**10. REPORTS FROM MEMBERS ON TVPIC SUBCOMMITTEES (STANDING ITEM)**

**a. Event Planning**

M. Bayes reported on the activities of the Event Planning Subcommittee.

**b. Membership**

S. Vries reported on the activities of the Membership Subcommittee.

On motion the Committee moved in camera at 8:08 p.m., reconvening in public session at 8:14 p.m. It was noted the recommendations of the Membership Committee for TVPIC membership were reviewed and approved. The recommendation moves forward to the TVDSB Board of Trustees for final approval.

**c. Finance**

S. Thomson reported on the activities of the Finance Subcommittee.

**d. Communications**

L. Martinez reported on the activities of the Communications Subcommittee.

**e. Parent Enhancement Fund**

J. Grant reported on the activities of the Parent Enhancement Fund Subcommittee.

**f. Resources for School Councils**

L. Gonzalez reported on the activities of the Resources for School Councils Subcommittee.

The following recommendation was moved and carried:

THAT the School Council web page be updated to include the School Council policy & procedure (3016, 3016a), Allocation of Funding- School Council policy(2008), School Generated Funds policy & procedure (1009, 1009a), School Generated Funds Process Manual, and the Ministry of Education School Council Handbook.

**11. REPORTS FROM MEMBERS REPRESENTING TVPIC ON OTHER COMMITTEES**

**a. Active & Safe Routes to School**

None.

**b. Think About It**

None.

**c. TVDSB Parent Engagement Steering Committee**

None.

**12. TVDSB SUPPORT UPDATES (STANDING ITEM)**

**a. Communications**

None.

**b. Parent Engagement Lead**

None.

**13. CORRESPONDENCE (Standing Item)**

None.

**14. OTHER BUSINESS**

**a. TVPIC Meeting Norms**

Suggestions to establish TVPIC norms were collected from members by the Chair and shared with the committee.

**b. TVPIC Code of Ethics**

A Code of Ethics was outlined for the Committee. It was noted the Code was obtained from the School Council Handbook. A handout was provided.

**c. Bylaw Review Ad Hoc Committee**

The committee reviewed the need to amend the membership classifications within the TVPIC bylaws. It was determined a Bylaw Committee needs to be established to proceed.

The following motions were moved and carried:

THAT a Bylaw Ad Hoc Committee is established for TVPIC with the following members:  
S. Thomson, L. Gonzalez and M. Bayes.

THAT the Bylaw Ad Hoc Committee report back to the committee by 2019 April 11.

**d. Reports**

The committee discussed limiting agenda package report submissions.

**e. Printed Material**

Chair Thomson polled the members regarding printed meeting materials.

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

2019 April 11, 6:30 p.m.

2019 May 9, 6:30 p.m.

2019 June 13, 6:30 p.m.

All meetings will take place in the Katherine Harley Room at the TVDSB Education Centre in London.

**16. FUTURE AGENDA ITEMS**

None.

**17. ADJOURNMENT**

The meeting adjourned at 8:30 p.m. by motion.

**RECOMMENDATIONS:**

None.

**S. Thomson**  
CHAIR

**Dr. Debbie Pushor Parent Engagement**  
*Attendees by Region*

<b>District</b>	<b>Attendees</b>	<b>Schools Represented</b>
Elgin	74	20/25 = 80%
London	285	61/78 = 78%
Middlesex	50	13/26 = 50%
Oxford	59	15/30 = 50%
Central Office / Trustees / TVPIC	50	
<b>TOTAL</b>	<b>518 attendees</b>	<b>109 schools</b>

Note: Sutton/Adult Con. Ed. not in data