

**THAMES VALLEY DISTRICT SCHOOL BOARD**  
**THAMES VALLEY PARENT INVOLVEMENT COMMITTEE**

November 13, 2024, 6:33 – 8:03 p.m.  
 London Room

**MEMBERS**

S. Noon, Chair  
 M. Larsen, TVDSB Trustee  
 K. Draper Quinn, Community Member  
 B. Noble, Community Member  
 F. Bhanpurawala, Parent Member  
 M. Bose, Parent Member  
 T. Cuffy, Parent Member  
 P. Grewal, Parent Member  
 J. Kloss, Parent Member  
 N. Stinson, Parent Member  
 H. Turner, Parent Member

**ADMINISTRATION AND OTHERS**

S. Builder, Superintendent  
 K. Martin, Principal  
 J. Meyer, Board Services  
 L. Kernohan, Digital Communications Specialist

**NON-MEMBERS**

C. Sachs, TVDSB Trustee  
 D. Cripps, TVDSB Trustee  
 L. Pizzolato, TVDSB Trustee  
 B. Mai, TVDSB Trustee (+7:00)  
 M. Kirby, Bonaventure Meadows Public School

**ABSENT**

P. Chrisjohn, Indigenous Parent Member  
 H. Kaur, Community Member  
 A. Lilley, Parent Member  
 K. Rand, Parent Member  
 H. Snow, Parent Member

**1. Call to Order**

Superintendent Builder called the meeting to order at 6:33 p.m.

A question of clarification was addressed by Superintendent Builder regarding the election of a committee Vice Chair.

Administration committed to sending the current Thames Valley Parent Involvement Committee (TVPIC) bylaws to the committee for the January 22, 2025 meeting.

**2. Confirmation of Agenda**

Without objection, the agenda was approved as printed.

**3. Conflicts of Interest**

None declared.

**4. Minutes of the Previous Meeting**

The minutes of the 2024 September 18 meeting were approved as printed.

**5. Unfinished Business**

None.

**6. Presentations**

**a. School Council Website Updates**

Superintendent Builder invited committee feedback on the family engagement page on the Thames Valley District School Board (TVDSB) website. Feedback was captured by Administration.

A question of clarification was addressed by Administration regarding who is responsible for adding School Council information to the TVDSB website.

**7. Parent/Caregiver Discussion Topics From Members (Standing Item)**

Committee members highlighted various items including the relationship between principals and School Councils, onboarding for School Council Chairs, and parent engagement strategies.

Trustee Larsen shared that Northridge Public School Council is willing to share their parent engagement successes.

Members were asked to add parent engagement suggestions to the TVPIC Teams channel and were encouraged to contact Board Services directly for support navigating the channel and locating resources.

Administration committed to providing resources to School Council Chairs once the distribution list is finalized.

A question of clarification was addressed by Administration regarding who is responsible for School Council training.

**8. Member Updates from TVDSB Representatives (Standing Item)**

**a. Director/Superintendent Update**

Superintendent Builder provided an update highlighting elementary and secondary student progress reports. A virtual event to support grade 8 students transitioning to grade 9 was recently held and attended by 1300 families.

Superintendent Builder reported on school events including a Science, Technology, Engineering and Math (STEM) event at Medway High School and an upcoming internet safety workshop at Eastdale Public School.

Training has been taking place with school staff and principals on the TVDSB's anti-Muslim racism strategy and the recently approved School Council Policy (3016) and Procedure (3016a).

**b. Trustee Update**

Trustee Larsen provided an update noting four attendance area reviews are currently taking place and provided a high-level overview of the process. TVDSB Trustees met with Members of Provincial Parliament (MPPs) to discuss opportunities for collaboration and advocacy.

Trustee Cripps shared several Oxford County initiatives including the "Level Up" event, which introduced students to the skilled trades, and an event supported by Community Employment Services to help retain skills and talent in Oxford County.

Trustee Cripps referenced collaboration opportunities with the TVDSB and Oxford County.

Trustee Pizzolato highlighted recent TVDSB engagement sessions for newcomers and special education. Trustees participated in Local Governance Week activities at various schools showcasing the role of the school board Trustee.

Questions of clarification were addressed by Administration regarding the timing of School Council year end reports and implications of boundary changes for French Immersion schools.

**c. Indigenous Representative Update**

None.

**d. Chair Update**

Chair Noon provided an update reminding members of the upcoming Chair and Vice Chair elections.

Committee members interested in being part of a sub-committee were asked to contact Superintendent Builder and Chair Noon.

## **9. Sub-committee Updates (Standing Item)**

### **a. Finance Sub-committee**

Superintendent Builder noted membership vacancies on the Finance sub-committee are filled.

Superintendent Builder provided a finance report noting significant reserves are available to support community events. The application process was reviewed and the committee agreed to maintain the current submission process.

Administration committed to sending information on Parent Involvement Fund (PIF) and Parents Reaching Out (PRO) funding to schools and providing the funding applications to the sub-committee for review.

### **b. Nomination Sub-committee**

Superintendent Builder reported there is no update.

### **c. Event Sub-committee**

Members interested in planning a four corners event were asked to contact Superintendent Builder.

### **d. Bylaw Sub-committee**

Superintendent Builder noted that members are needed to review the bylaws. Members interested in doing this work were encouraged to reach out to Superintendent Builder.

Superintendent Builder expressed appreciation to the past members of the Bylaw sub-committee for their efforts.

### **e. Resources Sub-committee**

#### **a. School Council Annual Report Template**

Superintendent Builder indicated the School Council Annual Report template needs updating. Through consensus the committee agreed to keep the current template for this school year.

Administration committed to sending the template to School Council Chairs to complete throughout the year.

A question of clarification was addressed by Administration regarding whether instructions on completing the financial section of the form could be included.

**10. Other Business**

**a. Update From Board Services**

Board Services Assistant Meyer shared upcoming professional development opportunities hosted by Board Services and encouraged committee members to attend. Specific event details will be forwarded by Board Services shortly.

**11. Next Meeting Dates**

The next meeting is scheduled for January 22, 2025.

**12. Adjournment**

Without objection, the meeting adjourned at 8:03 p.m.

Recommendations: **None.**

**Sean Noon**  
Committee Chair