

# Halton District School Board

## MINUTES

**Minutes of the meeting of the Parent Involvement Committee held in the Burlington Room, J.W. Singleton Centre, Burlington, Ontario, on Thursday, September 15, 2016.**

**Present:**

**Shazia Syed, Chair** (Dr. Frank J. Hayden S.S.); **Stephanie Clark, Co-Chair** (Captain R. Wilson P.S.); **Andrea Grebenc** (Trustee); **Donna Danielli** (Trustee); **Fran Leith** (Irma Coulson P.S.); **Gerlinde Rup** (Clarksdale P.S. & Rolling Meadows P.S.); **Kathryn Mycroft** (Bruce T. Lindley); **Kelly Amos** (Chair of the Board); **Shari White** (Sam Sherratt P.S.); **Sherry Kirkham** (White Oaks S.S.); **Tina Driscoll** (West Oak P.S)

**Board Liaison and Resource Personnel:**

**Terri Blackwell** (Superintendent); **Linda Bradley** (Vice Principal, Georgetown District H.S.); **Joanne Basta** (HDSB Executive Assistant)

**Regrets: Andrea Chan** (Post's Corners P.S. & W.H. Morden P.S.); **Barbara Anderson** (Hawthorne Village P.S. & Craig Kielburger S.S.); Denise Nacev (SEAC); **Joanna Oliver** (Trustee); **Margo Shuttleworth** (Pineland P.S.); **Richelle Papin** (Trustee); **Satvir Dosanjh** (Garth Webb S.S.); **Sharon Picken** (Robert Bateman H.S.); **Tammy Beattie** (SEAC)

**Absent: Lisa Kohler** (Pilgrim Wood); **Michelle Bevers** (Frontenac P.S.); **Mirjana Dimitrijevic** (Itinerant ECE); **Naela Ibrahim** (Halton Multicultural Council)

ITEM	DISCUSSION	ACTION/Follow Up
New Roles	Agenda reviewed / Welcome Meeting called to order at 6:51 pm Need to introduce new roles - Secretary (minutes, by laws, contact list). Communication Lead (responsible for newsletter, PIC mobile, social media) and Treasurer (oversee funds). Each position will have a shadow and lead attached to it and will be implemented after the conference.	
Trustee Update	Donna spoke to the start of the school year and the first Board and Committee of the Whole meetings. Trustees are working on setting on goals for the year. Delegations were sent to both the AMO Conference and the Indigenous Trustees Council to speak to the Minister of Education on capital issues and Indigenous language classes. It will be a busy year with the Spec Ed Review, boundary reviews and ARCs. Donna also brought greetings from former HDSB Superintendent Yaw Obeng and spoke to the Welcome Centre's anticipation of the	



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	PIC conference and the ability to engage our newcomer parents.	
Superintendent Updates	<p>The Board has redesigned the website and it is AODA compliant. PIC information is available under the “Get Involved” tab of the website</p> <p>There is a link to the police website so that parents can access police record checks more easily. There is an Annual Offense Declaration available as well to make the process easier. PDF’s of past presentations are no longer compliant with AODA standards so we need to work on how to present information going forward, possibly video with closed captioning attached to it.</p> <p>There are links as well to the Ministry website for Parent Reaching Out Grants.</p> <p>The focus is on making things 100% compliant going forward. A parent has communicated her thanks to the PIC committee for hosting the information sessions on the PRO Grants this past year. The Board has new Multi Year Plan with goals for students, staff and system.</p> <p>This has been used as a frame to align the Board Improvement Plan and targets and measures are being developed.</p> <p>At the end of April, school will do self assessments on the targets they set to improve their schools. HDSB research shows that the number of next steps involving engaging parents was significant in these self assessments.</p> <p>The PIC group has been set up and is active as a Google group and should enhance communications. School council chairs will be added once they’ve been elected.</p>	
Chair’s Report	<p>PRO Grants: \$86,215.00 awarded to HDSB this year. Ministry saw the highest number of applications ever received and has invested over \$30 million in this program since its inception.</p> <p>\$12,500 was received as a Regional grant for the conference half of what we applied for. This may be because money has been carried forward the past two years. Budget for food will now be \$1,875 as 15% of the grant and all other amounts will also be reduced in the budget.</p> <p>We have \$2,800 carried forward from last year but are unsure whether this money will be returned or can be kept and spent. Presenters this year will be paid for out of this year’s budget, not carry forward dollars.</p> <p>Banners were purchased through last year’s money as well.</p> <p>There are new guidelines for the PIC mobile and the newsletter and we will post this on Google Docs for everyone to look at until after the conference. There will be more discussion on this after the conference. Newsletter will require collaboration from the team.</p> <p>Deadline for input is one week from today for the first issue of the year. The issue has info on PRO Grants, PIC conference, website, PIC rep corner and more included in it.</p>	



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<p>Conference Committee Updates</p>	<p>Tina - Community Displays - 20 confirmed right now. Five are for profit and will be charged \$50 each. They will be allowed to park on site. Hopefully, we will be in the school on the Friday night to start the set-up of the tables, which are being delivered Oct 13/14. Joanne reminded that we need their logo so we can advertise them. There is a Google doc in each team portfolio for the logos to be added</p> <p>Sherry - Speakers - Robust list of workshops for all three sessions (16 each for session A and B and 14 in session C). With Craig Kielburger attending, there will be record attendance and thus there is a need for a lot of sessions for the amount of people attending.</p>	
	<p>New this year are Opening Doors Project, The Digital Age: Problem Video Game Playing, French as a Second Language, Healthy Kids Challenge, Truth and Reconciliation, Mindfulness, Learning Through Play: A Day in Kindergarten, Holding a Money Fair, Mental Health and the Teenage Brain, and How to Raise Employment and Career Ready Kids. Next step is letter to confirm time slots and confirm details.</p> <p>There are 209 parking spaces available at the site, divided into three sections. Do we need adult volunteers to man the parking and direct people to alternate sites? Dr. Bruce Ferguson will have a dedicated parking lane, but we can also ask for an allowance for the event from the Town for other on street parking.</p> <p>Joanne will remind principals about the conference, parking and shuttle buses next week as well.</p> <p>There is a press release ready to go out on Monday re: the conference</p> <p>Food - Joanne - Champlain has a wedding so can only donate 10-15 cases of water, She has sent a letter to caterers we use for help. Kathryn can also access more cases of bottled water.</p> <p>Scooter's Catering is donating breakfast for 500 people that day.</p> <p>Sherry will connect with COBS Bakery. Total food budget is \$1,875 plus the \$250 from the vendor tables. Can we use 15% of the \$2,000 carried over for food. Terri reported that there is about \$1,000 left in the meeting budget that can be used for food. This would give us a budget of \$3,125 for food</p> <p>Fran took a letter into Troy's Catering and Donna will follow up with him.</p> <p>Can we connect with KidsSentials for the kid's meals and offer the chance to put up a banner to advertise to parents.</p> <p>Can we connect with 2 for 1 Pizza? Or Gino's; Pizzaiolo</p> <p>Can Paramount Company provide Halal food?</p> <p>Last year there were about 60 children registered but there will be</p>	<p>Terri to connect with Jason Misner in communications re: video</p> <p>Craig Kielburger has sent a clip, Shazia has provided a clip, Terri has provided some thanks to PIC reps and promoted the work of the committee, Dr. Bruce Ferguson is sending a message, a video will be produced including pictures from past conferences and this will be posted in the next week.</p> <p>Kelly has set up a PIC Twitter account @HaltonDSBPIC</p> <p>Joanne will connect with Pizza places</p>



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more this year with Craig as a draw.  
 Student Volunteers - Fran - Will be contacting the principal this week.  
 Michelle has agreed to work with Naela on child minding. Joanne has two ECEs that can be hired for the day, with two more available should they be needed.  
 The IT lead at the school Kyle, is also a paid position and will offer an honorarium of \$50 to the students helping him film the event. Jason Misner will be photographing the event. There needs to be a dedicated person responsible for the PA announcements.  
 Bags will be given out and people can take the resources they want from the PIC and community display tables.  
 The helicopter ride is available as a prize again.  
 There is QR code app and parents can use it for self registration. Suggestion that registration lists be divided alphabetically in sections.  
 Kelly suggested a PIC ad to be filmed and shown before the keynote speaker begins.  
 Can we get a blurb from Minister of Education Mitzi Hunter about the importance of PICs and conference? Donna will get contact info from Indira Naidoo Harris.  
 Shazia will invite neighbouring board PIC chairs to attend.  
 Donations - Shari - will be grouped into larger prizes of gift baskets. She is looking into gift cards for restaurants as well.  
 Can we set QR codes at each session so that people can provide feedback on the sessions?  
 Banners and tablecloths have arrived.  
 Hash Tag: #HDSBPIC2016  
 Daniel Krantz is not available to perform magic that day.  
 There is a school visit planned for Sept 28 at 3:30 pm.

Joanne will create one QRC to use after all sessions

Next Meeting	Thursday October 13, 2016 at 6:45 p.m.-8:45 p.m. JW Singleton Centre	
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