



Parent Involvement Committee Meeting

Date: November 18th, 2009
 Time: 6:00 p.m.
 Location: Catholic Education Centre
 Next Meeting: December 16th, 2009

Attendees: **Committee Members:** Denise Blum; Barbara Daly; ~~Louise Ervin~~; Fr. C. Fedy; ~~Daisy Fedyna~~; ~~Timothy Flannery~~; Catherine Newell Kelly; Christine Regier; Joseph Ingram; Lynn Woodbeck; Peter Reitmeier

Administrative Officials:
 Manny Figueiredo; Roger Lawler

1. Welcome and Opening Prayer

- Father C. Fedy
- Meeting commenced at 6:15 p.m.

2. Approval of Agenda

- Motion: Peter Reitmeier
- Second: Joseph Ingram

3. Declared Pecuniary Interest

- None
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4. Approval of the Minutes

- Motion: Father C. Fedy
- Second: Denise Blum

5. Discussion Items

5.1 Communication with School Council Chairs Update

Summary of Council Chairs meeting November 11, 2009. The two questions were (1) how can PIC best support School Councils; and (2) how can PIC best communicate with parents/School Councils?

- These Chair meetings are desired once per term; and without school or Board administrative presence (parents prefer to keep it informal, open dialogue)
- They seem to appreciate having the PIC Chair (or other parent rep) present for input, questions, and follow up where appropriate with the Board
- Ability to communicate easily with other Chairs is an important capability. From a grassroots perspective, they have 'spread the word' and collected many email addresses from Chairs by passing a paper around at the meeting. The Board's efforts to collect email addresses will help this effort
- As an alternate to collecting parent email addresses, a suggestion was made that the Board could investigate creating a generic Board email address for each school's Chair (i.e.,

Catherine

<p>Chair.St.Nic@wcdsb.ca) that would include the capability for parents to set a forwarding address. In this way, the Board can easily communicate with all Chairs, and they with each other, and parents can decide on their own if they wish to have messages forwarded to a personal account versus just accessing from the Board's account. This would also easily enable other members of the school community to send messages to the Council Chair</p> <ul style="list-style-type: none"> • We discussed the importance of School administrators and the Board to engage parents in discussions about policies and plans in the early stages so that the parent voice can be heard (as opposed to bringing such matters to parents only as FYI items). Examples included the dates discussion for Fall 09, school and Board improvement plans, the nutrition policy, etc • <i>Specific questions raised included:</i> <ul style="list-style-type: none"> ➢ Is the Newswire functionality for school newsletters available to all schools now? ➢ Are parents able to use a computer within the school to access web resources (such as PIC website)? ➢ Can we access information about school size? (There is a desire to allow Chairs to communicate with others of similar sized schools, and to create break-out discussion groups and Council Chairs meetings, etc.) Can there be a Board- wide vote regarding school uniforms? • PIC should send a welcome letter to Councils at the beginning of the school year describing its function, resources available to Councils, etc • PIC should consider hosting a welcome/kick-off meeting for Councils early in the school year (once Councils are formed—3rd or 4th week of October) as a meet and greet and to disseminate information. Above letter can include invitation • PIC could create (or facilitate sharing) of appropriate templates for Councils (such as 'operating procedures,' constitution and by-law documents, meeting processes) to be available online. Templates would be useful to guide new Councils, but also some completed samples that demonstrate best practices • Keep in mind print-based versions of documents for those parents who do not have ready access to internet • Principals should not be relied on as a reliable way to communicate with Council Chairs 	
<p>5.2 PIC Membership – planning for elections update</p> <ul style="list-style-type: none"> • Two applications from St. Mary's Family (elementary). E-mail sent to principals on November 17th and a follow up will be going to School Council Chairs by the end of the week • Still outstanding elementary St. David's and Resurrection plus secondary parents from Cambridge (Monsignor Doyle/St. Benedict's) and Waterloo (St. David's) • Chair and Vice-chair will be elected in January regardless if all positions are filled 	Manny/ Catherine
<p>5.3 The Ontario Association of Parents in Catholic Education (OACPE) membership</p> <ul style="list-style-type: none"> • Roger spoke to supporting OACPE membership for each school (\$68/school) • <u>First Motion:</u> to support the membership fee <i>First: Catherine Newell Kelly</i> <i>Second: Barb Daly</i> • <u>Second Motion:</u> Support OAPCE membership annually from the PIC budget assuming Ministry funding <i>First: Peter Reitmeier</i> <i>Second: Catherine Newell Kelly</i> 	Manny
<p>5.4 Engaging Parents Workshop Update</p> <ul style="list-style-type: none"> • Booked for January 15th, 2010 • 10 schools (principal, teacher and two parents) • Possibility of booking another session in the spring • If more than 10 schools are interested then consider offering it to more schools • Manny to send e-mail to School Council Chairs/Principals by end of week 	Manny
<p>5.5 Parents in Partnership – A Parent Engagement Policy for Ontario Schools (Feedback)</p> <ul style="list-style-type: none"> • Group will read and provide feedback to Catherine Newell Kelly within a week. Catherine will summarize and provide the feedback 	Catherine
<p>5.6 Early Learning Imitative Update</p> <ul style="list-style-type: none"> • Manny shared an oral report provided by Rick Boisvert • By November 30th the Board is submitting a list to the Ministry of 34 potential classrooms • The Board must open 17 classes by September 2010 • Full implementation by 2015-2016 	Manny

6. Adjournment

- Motion: Peter Reitmeier
- Second: Denise Blum