

LAMBTON KENT DISTRICT SCHOOL BOARD

PARENT INVOLVEMENT COMMITTEE

October 3, 2016

Sarnia Education Centre

Present:

Jim Costello, Director of Education; Ruth Ann Dodman, Trustee; Shannon Sasseville, Trustee; Karen Phipps, Alexander Mackenzie S.S. / Hanna Memorial; Dan Chauvin, Chatham Kent S.S.; Alexandra Smith, Great Lakes S.S. / P.E. McGibbon; Angie Baresich, Brooke Central; Carina Best, Errol Road; Kristen Schrie, High Park; Heidi Cincelli, McNaughton Avenue; Jessica McCracken, Tilbury Area; Annette Schleihauf, Zone Central; Martina Jackson, Lambton Public Health; Alyssa Bunning, Chatham-Kent Public Health

Regrets: Kelly-Lynn Musico, Northern Collegiate; Karen Green Williams, Gregory Drive; Sharon Chapman, King George VI Sarnia; Melissa Hewitt, Queen Elizabeth II Sarnia

Welcome and Introductions – Dan Chauvin / Jim Costello

- PIC Co-Chair Dan Chauvin welcomed everyone to the first PIC meeting of the school year.
- Members introduced themselves and a special welcome was extended to new members joining the Committee.
- Jessica McCracken informed the Committee that she is on the School Council of Tilbury Area P.S. and is employed as a teacher with the Board at Zone Central.

Purpose of PIC/By-Laws – Jim Costello

- Jim thanked members for their willingness to serve on the LKDSB Parent Involvement Committee. He outlined the format of PIC meetings, noting that the Committee typically meets 4-5 times per year. The first and last meetings of the year are held face to face, with the remainder of meetings held via video conference from the Sarnia and Chatham Education Centres. The first meeting of the year is held in Chatham and the final meeting is held in Sarnia.
- The Director and Trustee representatives provide the Board with updates from PIC meetings.
- The LKDSB PIC By-Laws were distributed with the agenda package and are posted on the PIC link. The Director reviewed the purpose of PIC as set out in the By-Laws.

In our goal of supporting the Lambton Kent District School Board's goal of success for all students, the Parent Involvement Committee will strive to:

- 1. To serve as liaison between parents of the Lambton Kent District School Board and the Director of Education and Trustees.*
 - 2. To provide advice to School Councils on how to encourage parent involvement.*
 - 3. To support parent engagement within the Lambton Kent District School Board (LKDSB).*
 - 4. To assist the LKDSB School Councils in the use of Parent Involvement Funds as outlined in the Ontario Parent Involvement Policy.*
 - 5. To utilize base funding provided to support the work of the Parent Involvement Committee (PIC) both effectively and responsibly.*
 - 6. To maintain and make public an annual report on how Parent Involvement base funding was spent.*
- He reminded members that PIC is not a forum for single school issues or individual agendas. School specific items should be addressed at the school level through the teacher or principal and if necessary via the School Superintendent or Director.

- Director Costello shared that Administration wants to hear from PIC members on the issues they feel are important and on issues brought forward from school councils.
- Parent engagement continues to be a struggle at many schools. The use of social media may help expand opportunities for individuals unable to participate in person. Discussion took place on setting up a Facebook Page for all School Council Chairs to access and on who would monitor the site. The site could be set up by a parent member with comments coming into the Public Relations Officer or Sue as the PIC Recorder. Additional support might help engage parents to join school councils and share ideas and best practices.

Business Arising from the Meeting of May 16, 2015

- PIC members will continue to pursue a contact group with Parent Involvement Committees of neighbouring boards.
- The SCCDSB will be holding their own parent event this year but are interested in hosting future collaborative events.
- School Councils are welcome to set up their own private Facebook accounts as a means of communicating with parents but should continue to work with their principal. It was confirmed with the Manager of IT that School Council sites, once established, can be linked to the Parent Involvement Committee site.

Director's Update – Jim Costello

Pupil Accommodation

- The Board continues to deal with declining enrolment and funding reductions.
- At a Special Board Meeting on October 4 Administration will present the LKDSB Pupil Accommodation Report 2016-2017 to Trustees as well as the two Initial Staff Reports.
- Recommendations will be made for the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School and for the consolidation of Aberarder Central School, Bosanquet Central School, Kinnwood Central School and North Lambton Secondary School into a Kindergarten to Grade 12 School on the Kinnwood Central School Site.
- Last year in the first phase of the Board's multi-year accommodation plan St. Clair Secondary School and Sarnia Collegiate Institute and Technical School were consolidated and South Plympton and Wyoming are consolidating in September 2017.
- An overview was provided on the funding application process through the Ministry's School Consolidation Fund or Capital Improvement Fund.
- Future consolidations of South Kent schools and City of Sarnia elementary schools will include an online community consultation exercise to help establish criteria and gather input. Online consultation for South Kent schools will likely begin in the spring.
- It was noted that the initial vision of the multi-year plan can change with schools being added or removed based on the vision.
- Director Costello explained that boundary changes are made based on enrolment data, Barager projection data and in consultation with Transportation staff.
- The Board is expected to hear from the Ministry by the end of October regarding their funding application for the consolidated Great Lakes Secondary School.

Volunteers and Volunteer Drivers

- The Board has tightened up on volunteer requirements. The original request came from PIC a few years ago as the expectation was for all volunteers to have the highest level of screening when working with students. Previously there was a 3 tiered level of risk for volunteers.
- Under the new procedures a Police Vulnerable Sector Check (PVSC) is required for parents/guardians and community volunteers who assist in the school on a regular basis (daily or weekly); parents/guardians and community volunteers who accompany students on overnight excursions; non-parent/non-guardian volunteers not known to the school community; volunteer drivers of any students under 18 years old; and all others deemed necessary by the

principal. Secondary students are not permitted to drive other students. Bus transportation is provided to and from Board sanctioned secondary athletic events.

- Parents can still arrange informal transportation to and from events held outside of the instructional day.
- PVSCs are good for 5 years. Forms are available at the school for volunteers to obtain a PVSC at a reduced fee.
- Concerns were raised around issues involving bus shortages in rural areas for transportation from cross country meets. The question was raised whether parents can identify a relative or family friend to drive their child home. Parents do have a right of access and with prior notification can arrange for a reliable contact to transport their child to/from an event. The contact however cannot transport multiple students or they would be considered a volunteer driver and require a PVSC. **As this is a gray area, Jim will have the Superintendent of Education communicate with principals to ensure there is consistency of practice.**
- Parents indicated that in many instances the changes to volunteer requirements were not communicated in a timely fashion and there is a wait time for the checks. Director Costello confirmed that principals were asked to notify parents/volunteers in June of the changes being implemented in September.

PIC Update – Sue Fraser

Budget

- The 2015-2016 was completely spent with a slight overage. The 2016-17 central PIC Budget is \$8,332.00.
- A copy of the financial summary was shared with the agenda package and will be posted on the PIC link of the Board website.

PRO Grant Update

- Sixteen of our schools were approved for 2016-17 Parents Reaching Out (PRO) Grants. A total of \$16,250 in funding was approved for projects focusing on Math, Literacy, Technology, Social Media and Internet Safety, Anti-Bullying and Self Esteem and Engaging Parents.
- In addition Sarnia-Lambton Rebound is a successful recipient of a Regional PRO Grant. They will receive \$5,000 to host a conference for youth, parents/caregivers with the overriding intention being to 'foster relationships, build engagement and strengthen ties between youth and adults as allies in their developmental journey'.
- Kelly-Lynn Musico will be sharing information on a series of events funded through a Regional PRO Grant that Thames Valley District School Board partnered in.

Election of Second PIC Co-Chair for 2015-2016 and Terms of Membership

- Director Costello explained that under the By-Laws, the Parent Involvement Committee has two Co-Chairs. Only members serving a two year term are eligible to serve as Co-Chair. Terms are staggered, allowing for the election of one new Co-Chair each year. Dan Chauvin is starting his second year of a two year term.
- Terms of membership for Parent Members of the Committee are for one or two years. All parent members beginning a new term on the 2016-17 Parent Involvement Committee confirmed that they are interested in being on the Committee for a two-year term.
- The role of Co-Chair was reviewed. Co-Chairs typically alternate chairing the meetings. They work with Jim and Sue to coordinate the agenda and presentations for district school council/parent events. All members report back to their school councils as members of PIC.
- Carina Best put her name forward for the second position of PIC Co-Chair. No other names were put forward. Congratulations were extended to Carina who will assume the role of PIC Co-Chair for 2016-2017 and 2017-2018.
- Under the By-Laws PIC shall elect a parent member to serve as Treasurer. The term of office shall be for two years. An individual cannot serve more than two consecutive terms. Melissa Hewitt has worked with Sue as Treasurer for the past two terms. Alexandra Smith volunteered to be the Treasurer. PIC members supported this and congratulations were extended.

Upcoming Events

- People for Education's "Making Connections" Conference is being held on Saturday, November 12 at the University of Toronto.
- **Sue will share the link with PIC members. Parent members were asked to notify Sue as soon as possible if they wish to attend.**

Future Meeting Dates

- The next meeting will be held on Monday, December 5 via video conference from the Sarnia and Chatham Education Centres, beginning at 6:30 p.m.
- February 6, 2017 at 6:30 p.m. via video conference.
- The final meeting of the school year will be held on May 15, 2017 in the Board Room of the Sarnia Education Centre beginning at 5:45 p.m.

Other Business/Future Agenda Items

- Martina Jackson shared that OPHEA launched Healthy Schools Certification. The program was piloted 2 years ago and has been rolled out across Ontario. Schools can register through OPHEA. There are three levels; gold, silver and bronze. Registration normally closes the first week of October but has been extended until October 28 or until 350 schools have signed up. Information is available at <https://www.ophea.net/healthy-schools-certification>.
- County of Lambton offers the "Circles" program to help people out of poverty. A Circle Leader works with a family trying to get out of poverty and community allies willing to support the family. **PIC members supported Martina arranging for a representative to attend the December meeting and give a brief presentation on the Circles program. Martina will reach out to a representative and follow up with Sue.**
- Planning for Spring District School Council Parent Workshop. David Bouchard was previously recommended as a possible keynote speaker. Sue will share a list of suggested presenters. Suggestions for other presenters are welcome and can be sent to Sue.
- Questions were raised around eligibility criteria for students attending AMSS wishing to participate in athletics at the feeder home secondary school. Jim explained that there are strict transfer/eligibility rules in place for OFSAA sanctioned sports. The school team would have to approve the student(s) from another school participating and if approved the entire team would be ineligible to move on to the next level of competition (i.e. SWOSSAA or OFSAA). Boards petitioned OFSAA last year and proposed changes were not approved.
- Clarification was requested as to whether the St. Clair Marching Band was running this year and if not why. The parent was asked to email Principal Paul Wiersma.

Adjournment: 8:01 pm

Sue Fraser, Recording Secretary