

LAMBTON KENT DISTRICT SCHOOL BOARD

PARENT INVOLVEMENT COMMITTEE

October 2, 2017

Chatham Regional Education Centre

Present:

Jim Costello, Director of Education; Ruth Ann Dodman, Trustee;
Karen Phipps, Alexander Mackenzie S.S. / Hanna Memorial; Nancy Simon, Chatham Kent S.S.;
Tracey Travis; John McGregor S.S.; Kelly-Lynn Musico, Northern Collegiate;
Angie Baresich, Brooke Central; Melissa Hewitt, Queen Elizabeth II Sarnia;
Jennifer Whiteye, Naahii Ridge; Anne Patterson, Thamesville Area; Lisa Russell, Tilbury Area;
Annette Schleichauf, Zone Central; Lisa Tetrault, Chatham-Kent Public Health;
Martina Jackson, Lambton Public Health

Regrets:

Shannon Sasseville, Trustee; Alexandra Smith, Great Lakes S.S.; Kristen Schrie, High Park;
Sharon Chapman, King George VI S

Welcome and Introductions – Jim Costello

- Director Costello welcomed everyone to the first Parent Involvement Committee meeting of the school year and thanked members for their time and commitment.
- Members introduced themselves and a special welcome was extended to new parent representatives joining the Committee.
- Lisa Tetrault and Martina Jackson are community members, both representing the local health units in Chatham-Kent and Sarnia Lambton.
- Ruth Ann Dodman is one of two Trustee representative that sits on PIC.

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 and will bring forward parental input or concerns as needed.
- The LKDSB PIC By-laws were distributed with the agenda package and are posted on the PIC link. Board policies, regulations and administrative procedures are also posted on the Board website. Director Costello explained that policies and regulations are approved by Trustees and that administrative procedures are internal documents developed by Senior Administration. He reviewed the purpose and goal of PIC as set out in the By-laws.
- 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.
- 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. Input or comments can be sent to Sue or Jim.
- The PIC By-laws were reviewed. Input was sought on the option of one or two year terms of membership for parent representatives and the positions of Co-chair. It was noted that last year was an unusual year with both Co-chairs stepping down. PIC members supported the two-year term for continuity as well as the level of experience gained in the second year.
- Tracey Travis shared that she is employed by the Board an Education Assistant at Victor Lauriston P.S.
- PIC Co-chairs will be elected at the end of the meeting.

Business Arising from the Meeting of May 15, 2017

- Parent engagement continues to be a challenge at many schools. The use of social media may help expand opportunities for individuals unable to participate in person. The PIC Closed Facebook Account was set up in the spring and information will be sent to principals explaining the process for School Council Chairs to join the group. Previously Alexandra and Sharon volunteered to be administrators of the account. Lisa Russell also volunteered to be an administrator. The intent of the closed group is to provide a means to communicate with School Council Chairs and share best practices.
- **Jim will investigate Synvoice email capabilities with Principals and the Manager of IT to confirm if the Board license covers this feature and if it can be accessed.**

Director's Update – Jim Costello

Pupil Accommodation

- The Ministry of Education requires that each year school boards file a Pupil Accommodation Report. Of the 72 boards in the province, all but 3 or 4 are continuing to see declining enrolment. Presently we are up by approximately 200 students from the projected enrolment in the elementary panel. It is hoped that these numbers will hold until October 31 for the Ministry count date.
- As a result of rural engagement sessions held around the province, the government put a pause on any new Pupil Accommodation Reviews until September 2018. Based on empty pupil spaces, funding formulas tend to favour larger consolidations in urban areas, which has created concerns in rural areas such as increased bus ride times; impact on the community; and extra-curricular opportunities. Previously approved consolidations are proceeding – Great Lakes S.S.; South Plympton and Wyoming (Plympton-Wyoming P.S.); and John N. Given into Tecumseh P.S. A Naming Committee is asking for input on the name for the consolidated John N. Given and Tecumseh Public School. The Ministry declined the Boards initial bid for a K-12 School in Forest, despite overwhelming support from the community and Kettle and Stony Point First Nation. The Ministry suggested that the Board resubmit a bid with a smaller footprint (smaller room sizes based on a formula). The Board expects to hear in January if the bid is successful.
- The Ministry is rewriting the Pupil Accommodation Review Guidelines (PARG) – changing the timelines between meetings and requirements for input from students and municipal partners.
- Construction at the G.L.S.S. site is on track for opening in September 2018.
- In response to questions related to the possibility of discussions regarding amalgamation of Public and Catholic Schools, Director Costello confirmed that the LKDSB passed a motion to explore opportunities with the SCCDSB.

TELP Secondary

- Background information was provided on the status of the Technology Enriched Learning Program (TELP), which is in now year 3. Grade 7 students who were issued iPads are now entering Gr. 9.
- The lifespan of iPads is approximately 4-5 years which should last students to the end of Gr. 10 by which time they should have an education pathway and parents can decide on the best device to meet their student's needs.
- The cost of iPad minis has increased. Funding from the Ministry's Technology Enriched Learning Fund has also been reduced from \$450,000 to \$114,000. These factors could impact the TELP ratio of 1:1 going forward. LKDSB was the first board to provide 1:1 iPads allowing each student to have their own device and was also the first board to allow students to take the devices home. In future years the TELP model could move to a 2:1 ratio, or 5 per class, or a partial BYOD model where students who have their own device could bring it to school. Equity is a big piece. A plan will be developed for next year, for students completing Gr. 10, and the collection and possible redeployment of the iPads.

KEV Pilot – School Cash Online

- Information was shared on the KEV School Cash Online program which was developed by two former school secretaries (Kim and Evelyn). Parents provide a void cheque to set up a school account in their child's name to pay costs for items such as yearbooks, milk program, pizza days etc. A PDF feature can also be built in for field trips where parents can consent online and the cost of the field trip comes off the account balance. Instead of handling cash, secretaries reconcile accounts. Training is provided and online technical support is available. The program can be rebranded to reflect the LKDSB name.
- Prior to the start of the school year, principals were asked to volunteer for a twenty school pilot. More than twenty principals volunteered immediately. The pilot will be rolled out to schools later this fall with all schools eventually moving to the KEV School Cash Online program.
- It was noted that parents will still have the opportunity to pay cash as many do not have bank accounts.
- Should a student account have a positive balance at the end of the school year funds can be rolled over to the next year.
- KEV profits though the fees paid by the Board and by rounding up costs (i.e. \$10.82 to \$10.85). This information is shared with parents up front.
- The goal is to have all schools on KEV as soon as the infrastructure is in place.
- **Jim will provide a further update at the next PIC meeting.**

Collaborative Events with SCCDSB – Sue Fraser

- LKDSB and SCCDSB were each approved for a Regional PRO Grant in the amount of \$7,500.
- As mentioned at the May meeting funding will be used to bring in Dr. Dean Kriellaars who will be presenting "Can Physical Activity Promote Emotional Development?" He will speak about the ABC's of physical activity and how it can help young people (and adults) become physically and mentally healthier.
- Parent Events will be held on:
 - Oct. 25 – St. Patrick's Catholic High School, Sarnia, at 6:30 – 8:00 p.m.
 - Oct. 26 – Winston Churchill Public School, Chatham, at 6:30 – 8:00 p.m.
- **Sue will investigate if the presentations can be offered through webinar.**
- The need to promote the parent evenings was stressed.

PIC Update – Sue Fraser

Budget

- Of the 2016-17 PIC budget only \$2,903.46 of the \$8,471.00 was spent.
- The central PIC Budget for 2017-18 is \$8,587.00.

PRO Grant Update

- Twenty of our schools were approved for 2017-18 Parents Reaching Out (PRO) Grants. A total of \$19,850 in funding was approved for projects focusing on family Math and Science Nights, Arts, Technology, Social Media and Internet Safety, Anti-Bullying, and Parent Engagement.
- In addition, as mentioned, the LKDSB was approved for a Regional PRO Grant in the amount of \$7,500.

Election of PIC Chair for 2017-18 and Terms of Membership

- Director Costello reiterated that under the By-laws, the Parent Involvement Committee has two Co-chairs and that only members serving a two-year term are eligible to serve as Co-chair.
- Terms of membership for Parent Members of the Committee are for one or two years. All new PIC parent members confirmed that they would like to serve on the committee for a two-year term.
- Kelly-Lynn confirmed that she will be stepping down next year. Other members will also be completing their second year of their two-year term.
- Under the By-laws PIC shall elect a parent member to serve as Treasurer. The term of office shall be for two years. Alexandra Smith is beginning her second of a two-year term.

- Responsibilities of the Co-chairs were reviewed. Co-chairs take turns chairing meetings; work with Sue and Jim to provide input into setting the agenda; and assist with coordinating and bringing greetings on behalf of PIC for school council/parent events. All members report back to their school councils as members of PIC.
- Alexandra offered to put her name forward for the position of Co-chair for a two-year term. Melissa offered to be a Co-chair for one year in order to move back to staggered terms for the two Co-chair positions. No other names were put forth. Parent members supported Alexandra and Melissa serving as PIC Co-chairs for the 2017-18 school year. Congratulations were extended.
- Alexandra will continue in her role as Treasurer for the second year of her two-year term.

Upcoming Events

- People for Education's "Making Connections" Conference is being held on Saturday, November 11 in Toronto.
- Parents Engaged in Education is hosting a School Council Training Symposium on Saturday, October 28 in Markham.
- **Sue will share the link with PIC members. Members interested in attending either of these events were asked to notify Sue as soon as possible for group booking rates.**

Future Meeting Dates

- The next meeting will be held on Monday, November 27 via video conference from the Sarnia and Chatham Education Centres, beginning at 6:30 p.m.
- February 5, 2018 at 6:30 p.m. via video conference.
- The final meeting of the school year will be held on May 14, 2018 in the Board Room of the Sarnia Education Centre beginning at 5:45 p.m.

Other Business/Future Agenda Items

- It was noted that after surveying stakeholders, the LKDSB On the Go App is no longer being used. Information can be accessed via the Board website which is now more mobile device friendly.
- Organization of a spring parent event will be discussed at the November meeting. A sub-committee will be set up.
- Jim will investigate with the Manager of Transportation Services regarding timelines to confirm eligibility for bussing to Great Lakes S.S. for next year.
- Lambton Public Health has sent applications to principals for *Tomorrow's Greener Schools*. The deadline to apply for the tree planting/shade initiative is October 31. Trees are then planted in spring. Chatham-Kent Public Health has also sent information to principals. The LKDSB has a list of what trees can be planted on school property.

Adjournment: 8:28 pm

Sue Fraser, Recording Secretary