

REPORT OF THE THAMES VALLEY PARENT INVOLVEMENT COMMITTEE

2018 February 8
6:34 p.m. to 8:47 p.m.

MEMBERS

A. Willsher, Co-Chair
L. Honsinger, Co-Chair
R. Tisdale, Trustee
R. Kuiper, Superintendent
M. Bayes, Parent Member
J. Bugorski, Parent Member
K. Frisa, Parent Member
A. Malcolm, Parent Member (+6:50)
C. Rahman, Parent Member
S. Vries, Parent Member
A. Enriquez-Johnson, Community Member
L. Gonzalez, Thames Valley Council of Home & School Associations

Regrets:

S. Doxtator, Parent Member
J. Pollard, Parent Member
J. Jacob, Community Member
C. Cordes, Principal, Thames Valley Administrator's Committee Elementary
M. Flumerfelt, Principal, Thames Valley Secondary School Administrators' Council

ADMINISTRATION & OTHERS

B. Cumming, Secretary, Learning Support Services
E. Fahmy, Parent Engagement Lead
B. Keast, Assistant, Corporate Services

1. CALL TO ORDER

Co-Chair L. Honsinger called the meeting to order at 6:34 p.m. in the Katherine Harley Room at the Education Centre in London.

2. CONFIRMATION OF AGENDA

The agenda was approved.

3. CONFLICTS OF INTEREST – none declared

4. MINUTES OF THE MEETING FROM 2018 JANUARY 11 - provided for information

5. BUSINESS ARISING FROM THE MINUTES OF 2018 JANUARY 11 - none

6. REPORTS AND PRESENTATIONS

a. 2016/2017 Draft Annual Report

A. Willsher presented the draft annual report for 2016/2017. Included in the document is a submission from C. Cordes. The finalized report will go to the Board for approval.

Suggested revisions were captured by L. Honsinger. Additional revisions can be submitted to the Co-Chairs.

It was suggested the draft annual report be submitted to Communications to include on the final template. Prior to going to Board for approval the draft final annual report will be circulated by e-mail, by Corporate Services, for approval.

b. TVPIC Volunteer Award

A. Willsher described the TVPIC Volunteer Award and past processes for administering the award. It was suggested an award package be distributed to schools to encourage recognition of volunteers. Funds are available to schools for the purpose of engraving existing TVPIC Volunteer plaques currently housed in schools.

Discussion considered current activities in schools that recognize volunteers and the possible funding options to support these events.

L. Honsinger and A. Willsher will draft the award package and distribute to TVPIC members for feedback.

Members expressed concerns that some School Councils may be unaware of TVPIC and TVPIC's mandate. It was suggested communication between TVPIC Members, Schools and School Council Chairs needs improvement. It was suggested, at a future TVPIC meeting, members should discuss and review the goals and priorities of TVPIC.

Members identified challenges with the new website. Committee members were encouraged to submit their recommendations for changes to the website to the Communications subcommittee.

Co-Chairs L. Honsinger and A. Willsher stressed the importance of members joining and participating in TVPIC sub-committees.

Discussion considered the impact of Administration and Member transition on TVPIC. The value of a Superintendent having parent engagement experience was highlighted.

Trustee R. Tisdale encouraged members to bring forward recommendations.

7. MEMBER UPDATES FROM TVDSB REPRESENTATIVES (Standing Item)

a. Director of Education/Delegate

R. Kuiper provided an update regarding the Parent Engagement Review Committee and Strategic Priorities. The 2017-2019 Multi-Year Operational Plan was distributed and key points were highlighted. The Parent Engagement Review Committee is meeting again next week.

The following motion was moved and CARRIED:

THAT Stacey Vries be appointed to the Parent Engagement Review Committee.

As a follow up to a System-Wide volunteer recognition event (item #12, 2017 April 6), a Volunteer Recognition Committee will be struck to organize a System-Wide volunteer recognition event.

b. Trustee

R. Tisdale reported public input is being sought on the Strategic Priorities. Input is requested from parent members and community groups; interested parties can register online or through the Trustees Office for the public consultation sessions. The latest meeting took place on 2018 February 5 at Strathroy District Collegiate Institute.

R. Tisdale noted five policies and procedures are posted on the TVDSB website for public input.

8. TVDSB ADMINISTRATION, TVCSA, and COMMUNITY REPORTS (STANDING ITEM)

a. Thames Valley Administrators' Committee – Elementary - None

b. Thames Valley Secondary School Administrators' Council - None

c. Thames Valley Council of Home and School Associations

L. Gonzalez referred to the written report distributed to members prior to the meeting. The upcoming meeting dates for general membership meetings were outlined.

L. Gonzalez reported planning for the 2018 OFHSA Conference and Annual Meeting has begun, the selected theme is: "What is Your Superpower?" More information will be released shortly.

L. Gonzalez noted D. Pushor, an expert on family engagement and a Professor of Curriculum Studies in the College of Education at the University of Saskatchewan, is confirmed as the

keynote speaker for the 2018 March 29, PRO Grant event which will be held in the Thames Room. The title of this event is *Family Engagement: Building Capacity Together*.

d. Community Member Reports - None

9. REPORTS FROM MEMBERS ON TVPIC SUBCOMMITTEES (STANDING ITEM)

a. Event Planning

The following motion was moved and CARRIED:

THAT an Event Planning Sub-Committee be struck with the following members: Melissa Bayes, Stacey Vries, Sue Doxtator, Adrian Willsher, Ana Enriquez-Johnson and Loretta Honsinger.

b. Membership

A membership update was provided.

There are currently three vacancies for TVPIC Membership. There are three parent member vacancies: City of London – Wards 1, 11, 12, 14, City of London and Elgin County.

A call for membership will go out in February with voting to take place in May for parent members for the 2018/2019 term.

The following motion was moved and CARRIED:

THAT the Membership subcommittee be confirmed with the following members: Laura Gonzalez, Alicia Malcolm, Adrian Willsher, L. Honsinger, Ruth Tisdale and Rose Anne Kuiper.

c. Finance

The financial report was provided in the agenda package. Outstanding expenses were described.

The following motion was moved and CARRIED:

THAT the Finance subcommittee be confirmed with the following members: Dana Parsons, Kristen Frisa, Adrian Willsher and Loretta Honsinger.

d. Forming Subcommittees

In January, a survey was sent to committee members. Members were asked to indicate their interest in sitting on TVPIC Subcommittees.

The following motion was moved and CARRIED:

THAT a Communications subcommittee be struck with the following members: Kristen Frisa, Dana Parsons, Laura Gonzalez, Adrian Willsher and Ana Enriquez-Johnson.

The following motion was moved and CARRIED:

THAT the Parent Enhancement Fund subcommittee be struck with the following members: Melissa Bayes, Dana Parsons and Stacey Vries.

The following motion was moved and CARRIED:

THAT the Resources for School Councils subcommittee be confirmed with the following members: Laura Gonzalez, Melissa Bayes, Dana Parsons, Adrian Willsher and Loretta Honsinger.

10. REPORTS FROM MEMBERS REPRESENTING TVPIC ON OTHER COMMITTEES

- a. **Active & Safe Routes to School** – A. Willsher reported the Active & Safe Routes to School committee meets Tuesday afternoons. If members are interested in attending they are asked to contact A. Willsher or L. Honsigner.
- b. **Think About It** – None
- c. **TVDSB Parent Engagement Steering Committee** - None

11. TVDSB SUPPORT UPDATES (STANDING ITEM)

- a. **Communications** - None

- b. **Parent Engagement Lead**

E. Fahmy reported a call-out for volunteers was issued for Strong Start to Reading. An overview of Strong Start to Reading was provided. There are seven schools that require additional volunteers. Interested volunteers are asked to contact E. Fahmy. An e-mail will be sent to TVPIC members by Corporate Services with additional information.

At the request of the committee R. Kuiper will discuss the creation of a Facebook page for TVPIC with the Communications department.

12. CORRESPONDENCE (Standing Item)

A. Willsher provided clarification in regards to communication received via e-mail. A board Employee cannot be a School Council Chair.

An elementary school in London has requested resources. A. Willsher is following up with this request.

An elementary School in London has enquired about holding a 50/50 draw. Finance has been consulted. Trustee Tisdale advised that games of chance are not recommended and that board fundraising policies and procedures need to be followed. In addition, all municipal, provincial and federal regulations must be followed for all fundraising.

13. OTHER BUSINESS

- a. **2018 May 10 Meeting Date**

The Award of Distinction is scheduled for 2018 May 10. Members will be polled to set a new meeting date for TVPIC.

- b. **Parents Engaged in Education Conference**

The Parents Engaged in Education Conference is scheduled to take place on Sunday, March 4, 2018. An e-mail was sent out to members to determine interest in attending. The event is free to attend; TVPIC members may be reimbursed for mileage upon preapproval of the committee.

The following motion was moved and CARRIED:

THAT the following members be reimbursed for their mileage incurred while attending the Parents Engaged in Education Conference on Sunday, March 4, 2018: Adrian Willsher and Sue Doxtator.

- c. **Vice-Chair**

The following motion was moved and CARRIED:

THAT Melissa Bayes be appointed to the position of Vice-Chair for the period ending November 30, 2018.

14. FUTURE MEETING DATES, SPEAKERS AND LOCATION

2018 April 12, 6:30 p.m.

2018 May 10, 6:30 p.m. – conflict with Award of Distinction

2018 June 14, 6:30 p.m.

All meetings will take place in the Katherine Harley Room at the TVDSB Education Centre in London.

15. FUTURE AGENDA ITEMS

- Fundraising FAQ's (May 2014)
- Copyright
- Webinar (Future)
- TVPIC Annual Report (2016 Sept. 8, item #5.e)

16. ADJOURNMENT

The meeting adjourned at 8:47 p.m. by motion.

RECOMMENDATIONS: None

A. WILLISHER & L. HONSINGER
CO-CHAIRS