



Ottawa Catholic School Board
Catholic Education Centre
570 West Hunt Club Road
Nepean, Ontario K2G 3R4
Phone: 613-224-2222 Ext. 2273
Fax: 613-228-4158
ocsb.ca



Parent Involvement Committee (PIC) Meeting
Wednesday, February 25, 2015
Catholic Education Centre – Room 2
Noon – 1:00 p.m.

MINUTES

Committee Members Present: Sean Jackson (Chairperson), Mirna Akkawi (Parent), Laura Cater (Parent), Helene Lapointe Jerome (Community), Joanne MacEwan (Trustee), Cathy Philpott (CSPA Chairperson), Mark Savenkoff (Parent),

Staff: Julian Hanlon (Director of Education), Sandra Falcomer (Administrative Assistant), Kathy Hodgins (Executive Officer), Cindy Owens (Principal)

Absent: Susan Elsdon (Parent)

PRAYER (Julian)

1. **APPROVAL OF AGENDA** (Sean)

Motion: Moved by Laura Cater, Seconded by Helen Lapointe Jerome

THAT the Agenda of February 25, 2015 be approved as presented.

Carried

2. **CONFIRMATION OF MINUTES – November 12, 2014**

Motion: Moved by Mark Savenkoff, Seconded by Laura Cater

THAT the Minutes of the November 12, 2014 meeting be approved as presented.

Carried

3. ACTIONS RESULTING FROM SEPTEMBER 17, 2014 MEETING:

There were no action items

4. NEW BUSINESS

a) PIC Budget Update (Sean)

- i) New Allocation of funds to parent initiatives
 - several requests for funding came from Superintendents and schools
 - the entire PIC budget for the year has now been spent (\$8-\$9,000)
 - several initiatives were funded (i.e. translations services, a Google workshop partnered with other board)
- ii) Directors Forum Funding Allocation
 - The initial allocation was \$2,000 and an additional \$1,000 is to be allocated
- iii) Parent Communications Survey funding allocation
 - Allocation was to purchase the Pro version of the survey tool and the on-going month to month charge while the survey is live and analysis is being conducted
- iv) Other Funding Allocations

b) PIC Ministry report on unused funds for 2013-14 (Sandra)

- Ministry provided templates to be complete
- Need to know by March 30th how much money is not spent
- Other unspent funds are not due until end of September 2015
- Followed up with schools via principals – 6 schools did not report about PIC, 5 schools did not report about PRO; principals have been emailed
- 11 schools did not report to Board, but they did report to Ministry
- 4 schools have not yet cashed their PIC cheques and follow-up has been initiated
- Messaging to go out from CSPA to school councils as a reminder about PIC funds

c) Regional PRO Grant Update (Cathy/Sean)

- i) Status of main projects:
 - **Parent Outreach** – two ELL/ESL events held that have gone well and the expenses are in; working on future program nights; there are a number of requests for funding from schools

- **Video series** going well; we will be meeting with communication staff and develop a strategy that will align well with us looking at parent engagement and value system set out by the school (Faith based education); expect this to be completed by Catholic Education Week; funding will cover two videos and will look at the French video for next year
 - **Welcome Centre Video funding** – there is a plan to film on April 21st; topic is on parent engagement and newcomers
 - **SEOCH Women’s Day on March 5th** to be held at St. Patrick’s Family of Schools; speaker is an immigrant who was previous owner of a very successful retail business; Cathy will speak on being an involved parent; a number of community groups who provide support in that area will attend; lunch and child care is provided; St. Joe’s Women Centre is also looking to plan an event;
 - **International Languages Program** parent engagement event with P4E speaker to be held at Notre Dame High School on April 18th; \$1,000 has been set aside for the program. This is a continuation of the partnership that we started with them last year; this will be advertised through the school councils.
 - Sean and Cathy attended the Chinese New Year’s celebration this past Saturday
- ii) Possible funding redirection to other initiatives
- St. Pats Intermediate request will be put through PRO Grant initiative (Sean)

d) 2015 Ministry of Education PIC Conference (Sean)

- i) PIC Conference to be held April 24-25
- Cathy and Sean will be attending; there may be extra spots available and we may be able to bring two additional members to the conference; a notice will be sent to PIC parents to solicit interest in attending.

Motion: Moved by Cathy Philpott, seconded by Laura Cater

THAT \$500 be allocated from PIC funds to send two additional people to the Ministry of Education PIC Conference, be approved.

Carried

ii) May 30th OAPCE

- The OAPCE conference will be held in Pembroke
- We are not currently a member and the cost to attend is \$70/person for the day
- This would be a good opportunity to attend the conference when it is close by and see what OAPCE is all about
- CSPA will be asked to co-sponsor the registration of CSPA an PIC representation (approx. \$200 ea. from CSPA and PIC to cover cost of registration, transportation/gas)

Motion: Moved by Mark Savenkoff, seconded by Cathy Philpott

That \$200 be allocated from PIC funds to sponsor the attendance from PIC membership at the OAPCE Conference on May 30th, 2015, be approved.

Carried

e) **People for Education PIC Report (Sean/Cathy)**

- Our PIC was involved in the development of the report; all agreed that a link from our PIC webpage to the report would be a good idea

f) **PIC/CSPA Parent Communication Survey (Sean/Cathy)**

- The survey information was put into a survey tool
- CSPA Exec were asked to test the 4 page survey and respond
- Recipient can consent or not consent to participate
- Main focus is the type of communication they receive (i.e. currently receive, would like to receive or would not like to receive)
- It is generic and will be going out in English, French, simplified Chinese, Arabic and Spanish
- The plan is to have the survey go live on February 26th
- All surveys produced in PDF so printed copies can also be made available

Communications plan :

- Communications Office is ready to send out the survey; Director's Office will send out to principals;
- Principals will send it out electronically but make pdf copies available
- Following March break, the survey will be sent the *Keeping You Connected* recipients
- Share info with Board, PIC, CSPA – see how it aligns with PIC/CSPA communications
- This is a multi-year communication strategy
- The Director will arrange to have the the Board's research staff analyse the data

- Further discussion will take place regarding the dissemination of the results once the data has been analysed.

5. OTHER BUSINESS ARISING

i) Parent Events Update (Cathy):

- Parenting Now: St. Patrick's HS - November 15
- Kindergarten Event : OLF - November 20
- Learning French at OCSB: NDHS - February 17
- *Open Doors Learning and Earning in the 21st Century*: All Saints - February 24 (CSPA funded event)
- Kids and Drugs: MTHS - March 2nd
- Technology Tools to Support your Child's Learning at Home & at School: St. FX HS - March 3rd
- Women's Day Event - March 5 (PRO Grant)
- Supporting Your Anxious Child: Saint Francis of Assisi School - March 5th (117 Registered)
- EQAO FORUM: For parents and educators - March 7th
- *Restorative Practices*: MTHS - March 9th
- Kids and Drugs: Sacred Heart HS - March 10th
- Responsibility Matters...Raising Responsible Students & Children: St. James - March 26
- Director's Forum: St. Paul HS - April 7th
- Math Workshops for Parents: St. Pius X HS - April 13th
- Technology Tools to Support Your Child's Learning at Home & at School: Immaculata - April 14
- IL Program parent engagement event with P4E speaker: NDHS - April 18 (PRO Grant)
- Kids and Drugs: St. Pat's Int. - April 21
- *Social Networking Safety*: St. Mark HS - April 27
- Resiliency April 29 St. Pat's HS (pending approval)
- Technology Tools to Support your Child's Learning at Home & at School: NDHS - April 30

- Concussions....pending....

- Prof. Suurtamm has agreed to be the speaker for the Sacred Heart (and feeder schools) ProGrant event on May 6.

ii) The new health and physical education curriculum concerns (Julian Hanlon)

- There has been a lot of discussion and media attention this week since the release of the new curriculum
- Director of Education will be speaking at CSPA meeting on February 25th
- Cathy Philpott (CSPA) is receiving a lot of calls from parents and media and she is working with Communications staff regarding messaging
- Director indicated that things have been relatively quiet from a Board perspective

- Only 10% of the curriculum deals with sexual component, focus is healthy relationships and abstinence; program will be implemented in September 2015
- Catholic school perspective – ICE will fund the Catholic curriculum; Bishops have been supportive of the curriculum
- Calls have been responded to by our Religious Education Coordinator
- About 80-90% of the program is already taught in our schools; working on the Catholic perspective will be brought into the curriculum
- Principals have received messaging and will continue to receive updates
- Curriculum documents are guidelines for teachers

iii) SEAC review report - status update

- Special Education Review Report was presented to Trustees in early February and a link to the document was provided to SEAC last week
- Once SEAC has had an opportunity to review the document, highlights of the report will be put onto the PIC website
- SEAC Chair indicated that there are a number of recommendations coming from the report, and there are budget constraints that impact the number of system classes and behavioural classes
- The Director indicated that any savings from the restructuring noted above, would be put reinvested back into special education (i.e. increase in the number of Educational Assistants)
- Although there is savings (i.e. reduced transportation costs), the core focus of the program was not compromised
- The changes initiated were based on feedback from focus groups etc.
- Communication plan has been established for families; no jobs were lost and some staff people have been redeployed.

6. **NEXT MEETING: May 27, 2015, noon in Room 3**

Motion: Moved by Cathy Philpott, seconded by Laura Cater

THAT the meeting be adjourned at 1:08 p.m. be approved.

Carried