

## Parent Involvement Committee

Tuesday, March 8, 2011 – noon

Director's Office

### Minutes

**Prayer:** led by Director – Julian Hanlon

#### 1. Overview of PIC Committee (verbal)

- a. A brief overview was provided for the new member of the committee

#### 2. PIC / PRO Update (letters)

- a. The Chair provided an overview of the recent process of sending letters to principals and school council chairs regarding their funds for PIC. Additionally, schools which received a PRO grant this year received their cheque and letter regarding reporting back to the Ministry and the school board.
- b. PIC: report back forms and envelopes will be provided to the school principals in May as a reminder that the money needs to be spent and reported back to the Board
- c. PRO: a reminder will be sent to those schools which received funds to report to the Ministry before the deadline and send a copy to the Board for accounting purposes.

#### 3. PRO Surplus Reporting:

- a. \$1960 was not spent last year. The Ministry has advised school boards that these funds may be used by PIC for parent engagement initiatives.
- b. It was agreed that these funds be used to off-set the cost of the "Parenting Now" Symposium on April 2, 2011.

#### 4. Budget:

- a. The Chair provided an overview of our budget for the year and what has been spent to date. (See attached Budget)

## **5. By-laws for PIC**

- a. The Committee will develop by-laws based on Ministry Policy (see regulations PIC page)
- b. A sub-committee was formed (Joanne and Alana) to draft the bylaws to present back to the committee for approval.

## **6. Director's Forum Report (verbal)**

- a. On February 15, 2011 the Director's Forum took place at St. Paul High School. 400 parents and staff attended this event. The focus of the evening was "Supporting Our Students: Mental Health Awareness and Resources". More information can be found by going to the CSPA website at [www.ottawacspa.ca](http://www.ottawacspa.ca).
- b. During the break-out sessions information was reported on mental health concerns/issues/and ways to help our students. Presently this information has been given to the Student Services Department to review and summarize. Once completed, PIC and the Director will decide on how this information can best be used to assist parents and staff.

## **7. New Business:**

- a. Parenting Now Symposium April 2, 2011
  - i. Ministry has been invited to attend
  - ii. 20 workshops to take place
  - iii. Ann Louise Revells and Debbie Clark from the Student Success Department are preparing the flyers and assisting with the workshops
  - iv. Posters to be prepared for school display
  - v. Cost to be divided between PRO funds returned to Board and PIC funds

- b. Dr. Neufeld – April 16, 2011 update (verbal)
  - i. This will be paid for with PRO Grant funding from St Patrick’s HS Council
  - ii. Food will be provided by PRO funding. Registration is on line CSPA website.
- c. Toronto PIC Symposium April 8-9, 2011
  - i. Memo attached to agenda
  - ii. Joanne MacEwan, Chair and Cathy Philpott, PIC member, will attend the conference
  - iii. Joanne has been invited to talk about Role of PIC chair on a panel at Conference.
- d. Board Report March 22, 2011 (verbal)
  - i. CSPA and PIC will report to the Board of Trustees outlining the projects and initiatives which have taken place over the past several months and the upcoming events.

## **8. Funding Addition from Ministry for Parent Initiatives**

- a. The Ministry issued a memorandum on February 28<sup>th</sup> , “Funding to engage parents in promoting a positive school climate” which gives to board money to spend by the end of August 2011. OCSB will receive \$11,680.
- b. Committee asked to think of ways to spend the money
- c. Director to speak with superintendents on possible initiatives
- d. Chair (Joanne) to meet with CSPA Executive and look at best options for the funds

## **9. CODE Document**

- a. New document distributed and posted on PIC page on Board Website