

Name of Committee: Parent Involvement Advisory Committee

Meeting Date: 17 November, 2020

A meeting of the Parent Involvement Advisory Committee convened on 17 November, 2020, from 7:00 p.m. to 10:28 p.m. via Zoom platform with PIAC Co-Chairs D. Williams and Felicia Lau.

Attendance	Sharleen Ahmed (W15 Rep), John Bakous (W8 Alt), Kaydeen Bankasingh (W8 Rep)Janice Barnett(W11 Alt), Neil Faba (W15 Alt); Cecile Farnum (W9 Alt), Jenny Gannon (W14 Alt), Sharon Grant (W4 Rep), Dean Gray (W6 Alt); Zuojun Han(W 20 Alt), Jess Hungate(W5 Rep); Nadia Judunath(W22 Alt),Shafoli Kapur (W2 Rep), Wilmar Kortleeever(W11 Rep), Felicia Lau (PIAC Co-Chair), Kate Leuschen Millar (W16 Rep), Christopher Levien (W20 Rep), Abdullah Mamun(W19 Rep),Nicole Marshall (W22 Rep); Seema Mitchell (W18 Rep), Towhid Noman(CLG), Aretha Phillip (W13 Rep), Vivek Rao (W2 Alt), Mark Ramcharan(W18 Alt), Alice Romo (W7 Rep), Patricia Seedial (W4 Alt) Nazerah Shaikh (W14 Rep), Haniya Sheikh (W12 Rep), Zena Shereck (PIAC Co-Chair),Mirian Turcios (W6 Rep) Andrew Waters (W9 Rep), D. Williams (Co-Chair), Trustee Trixie Doyle, Associate Director Karen Falconer, Latha John Committee Assistant), Michelle Munroe (Central Coordinator, PCEO), Executive Superintendent Uton Robinson
Regrets	Syed Sumar Alam (Ward 13 Alt) Shanti Chand(W19 Alt),Jaimala (W5 Alt), , Pargat Mudher (W17 Faduma Qaline(W1 Alt), Glenna Wellington (W17 Alt), Sylvester Witter (W10 Rep)

Part A: Recommendations

NIL

Part B: For Information Only

Staff provided information on the following:

-Virtual School Update:

- Superintendent Ian Allison and Shirley Chan have been assigned to Virtual Schools, along with 41 elementary vice-principals and ten principals who will also be connected to their home schools.
- About 2% of students in Virtual Schools have applied for exemptions from the ministry requirements of synchronous learning. In total 1,529 exemption requests.
- 8500 students have requested to switch from in-person to Virtual. Students will be instructed from their local school to avoid reorganization.

COVID update

- TDSB has 356 confirmed cases of COVID-19 (288 among students and 68 among staff)

School statement of needs (SSON)

- Staff emphasized the importance of completion of the SSON in all schools by the School Council. The deadline for SSON has been extended to December 05th

School Council E-mail Accounts

- There has been a security breach impacting school council accounts, PIAC accounts and community advisory committee accounts. Staff will be contacting all schools about the breach.

PPF-Parent Reaching Out Grant 2020/2021

A proposed allocation plan for the PRO Grant fund 2020-2021 was shared with the Committee. The proposed plan will be shared with Trustees.

PIAC Committee Update

PIAC Co-Chair

- Felicia Lau was acclaimed as the new PIAC Co-Chair for a two-year term (2020-2022)

PIAC's Strategic Plan

- The committee approved and adopted the Strategic work plan for the year 2020-2021.

PIAC November conference

- PIAC's virtual conference is scheduled for Saturday, November 21 and Sunday, November 22, 2020.

PIAC Recommendation to the Director for Support for Parent/Guardian and Caregiver Engagement in Elementary and Secondary Virtual Schools

At the Committee meeting, the Parent Involvement Advisory Committee decided to send the following recommendations to the Director of Education.

IT IS RECOMMENDED that:

1. TDSB supports parent/guardian and caregiver engagement in the Elementary Virtual School and Secondary Virtual School.

1.1. Communication

- 1.1.1. Enable communication between classroom parents by facilitating and supporting tools and processes including but not limited to class lists or directories, so that parents/guardians can opt-in to communicate with each other.
- 1.1.2. Enable regular communication to parents/guardians from Virtual School administration including but not limited to e-newsletters and video messages.
- 1.1.3. Facilitate and support teachers to regularly (e.g. weekly or bi-weekly) communicate with classroom parents/guardians.
- 1.1.4. Facilitate and support teachers to hold class “meet-and-greet” sessions which include participation by parents/guardians at least once each term to communicate classroom expectations and information to parents/guardians as a classroom community.
- 1.1.5. Create and communicate a “parent concern protocol” with a reasonable standard of response time to parent/guardian communications, including phone calls and emails to teachers, administrative staff, principals, vice-principals, superintendents and trustees.
- 1.1.6. Facilitate interactive meetings such as ward forums or town halls which can be organized geographically, by grade, by division, etc.
- 1.1.7. Create and maintain a TDSB webpage for posting frequently asked questions (FAQ) and also questions and answers (Q&A) relating to the Virtual Schools.
- 1.1.8. Improve the TDSB website to make it more user friendly to parents/guardians and caregivers.
- 1.1.9. Provide a “311” type phone service with clearly communicated and posted hours of operation to assist parents/guardians and caregivers in navigating the services, programs and information at TDSB with translation available in identified languages.

1.2. Responsiveness

- 1.2.1. Dedicated phone numbers for all administration and administrative staff in all Virtual Schools.
- 1.2.2. Business hours (and extended hours) for the Virtual School (phones answered live).
- 1.2.3. Maximum response time for voicemails left (both in general and for response from (Vice) Principals).

- 1.2.4. Maximum response time for emails sent (both in general and for response from principals and vice-principals).
- 1.2.5. Maximum times to schedule meetings with school administration.
- 1.2.6. Clarity around firm timelines and deadlines for Special Needs accommodations (IEP, ICRP, other).
- 1.2.7. 311 type service to help navigating the system (multilingual).
- 1.2.8. If staffing remains an issue increase administration and administrative staffing to at minimum home (brick and mortar) school levels.

1.3. Virtual School Survey

- 1.3.1. Collaborate with PIAC to survey virtual school parents/guardians (with identified translations).

1.4. Accountability

- 1.4.1. Facilitate consultation with prior notice in reasonable timeframes on all major policy and operational changes, including but not limited to French language instruction hours and classroom changes.
- 1.4.2. Provide clarification to parents/guardians of the Parent Concern Protocol in the Virtual School.
- 1.4.3. Provide clarification to parents/guardians of curriculum expectations, including but not limited to the required resources to support their child's learning (e.g. devices, printing, art supplies, etc.)
- 1.4.4. Provide clarification to parents/guardians of curriculum expectations regarding subject areas (e.g. health and physical education, music, etc.).
- 1.4.5. Provide clarification to parents/guardians around timelines and deadlines for Special Needs accommodations (e.g. IEP, ICRP, etc.).
- 1.4.6. Provide clarification to parents/guardians of curriculum expectations with regard to the School Improvement Plan (SIP).
- 1.4.7. Provide clarification regarding the funding available to support parent engagement in Virtual Schools

Part C: Ongoing Matters

Report Submitted by: Associate Director, Karen Falconer and
Michelle Munroe Central Coordinator PCEO