

# SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD



## Mission Statement

*In partnership with the students, the home and the community,  
Superior-Greenstone District School Board will address  
individual students' needs by providing:*

- ❖ a diverse education that prepares for and honours their chosen path for success,
- ❖ avenues that foster a love of learning, and
- ❖ the means to honour varied learning styles.

## Parent Involvement Committee (PIC)

Tuesday, February 8, 2011 — 6:30 p.m.

## MINUTES

On-Site at Marathon Board Meeting Room  
Electronic Access via Videoconference and/or Teleconference

Chair: Birgit McArthur

Acting Director: David Tamblyn  
Moderator / Recorder: Corinne Hooper

### 1.0 Roll Call

<i>Attendance Mode: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>											
<b>Parent Involvement Committee</b>											
<b>Elementary Schools</b>	O	T	V	A	R	<b>Secondary Schools</b>	O	T	V	A	R
	S	C	C				S	C	C		
BAPS – Jenefer Poirier... <i>School Council</i>		X				GCBS – Gerald Abraham... <i>School Council</i>			X		
BAPS – Bernadine O'Brien... <i>School Council</i>				X		LSHS – Birgit McArthur... <i>PIC</i>	X				
BEPS – Dominique Orban... <i>PIC &amp; School Council</i>				X		LSHS – Edith Comisso ... <i>PIC</i>			X		
BEPS – Brenda Goodman... <i>School Council</i>				X		MNHS – Denis Lanteigne... <i>PIC &amp; School Council</i>				X	
CAPS – (no member named for PIC or Schl Council)						MNHS – Jackie Jung... <i>School Council</i>				X	
DOPS – Kitty Dumonski ... <i>PIC &amp; School Council</i>		X				MRHS – Jennifer Hart... <i>School Council</i>	X				
DOPS – Shannon Nyman ... <i>School Council</i>				X		NRHS – Albertine Van Ogtrop-Leale... <i>School Council</i>				X	
GOPS – Bernadette Langthorne... <i>School Council</i>		X				NRHS – Colleen Kjellman... <i>School Council</i>				X	
MNPS – Penny Morell... <i>School Council</i>				X		<b>Trustees/Administration</b>	O	T	V	A	R
MMPS – Leigh-Ann Desmarais ... <i>School Council</i>				X		Darlene Keenan		X			
MTPS – Wanda Edwards ... <i>PIC</i>				X		Mark Mannisto				X	
MTPS – Margaret Cousins... <i>School Council</i>				X		Pinky McRae	X				
MTPS – Pearl Cooper... <i>School Council</i>	X					Angel Santerre ( <i>Alternate</i> )				X	
NAPS - Mathew Donavan... <i>School Council</i>		X				Patti Pella				X	
RRPS – Shari Kingston ... <i>PIC &amp; School Council</i>				X		David Tamblyn			X		
RRPS – Tara Thompson ... <i>PIC &amp; School Council</i>				X		Barb Willcocks		X			
SCPS –Tosha Borutski... <i>PIC</i>				X		John Mutch				X	
SCPS – Tina Hamel... <i>School Council</i>				X		Donna Fry			X		
TBPS – Wendy Bahn... <i>School Council</i>				X		Rob Stewart (technical support LSHS)			X		
						RM. Joannette				X	
						Corinne Hooper	X				

### 1.0 Welcome

*Birgit McArthur*

Birgit McArthur performed roll call and welcomed the group to the second of the three 2010-2011 Parent Involvement Committee (PIC) meetings.

## **2.0 Review and Approval of Minutes: November 2, 2010**

Moved by: P. Cooper

Seconded by: P. McRae

That, the minutes of the Parent Involvement Committee meeting dated November 2, 2010 be accepted and approved.

## **3.0 Business Arising from Minutes**

There was no business arising from the minutes.

## **4.0 Parent Involvement Committee Chair**

(B. McArthur)

### **4.1 2010-2011 Parent Engagement Grants**

#### **4.1.1 Proposals**

- Nine (9) schools submitted proposals, which included events such as:
  - 4<sup>th</sup> Annual Curl Up with a Good Book Night
  - Staying Connected
  - Healthy Living = Healthy Minds, Pedometer Challenge
  - Primary Literacy Night
  - Year-End Family BBQ
  - Family Games Night
  - Computer/Monitor for entrance
  - Parent/Student/Teacher BBQ and Baseball Game
  - Social for Parent/Teacher Interview Night
  - Parent Survey
  - Transition Planning for Parents

#### **4.1.2 2011-2012 School Year Art Calendar**

- After discussion and feedback it was decided that this is a positive initiative and to continue to produce the calendar with remaining monies being allocated to the proposals.
- Birgit advised that she submitted a copy of the 2010-2011 calendar to People for Education and that it may be featured in an upcoming newsletter
- The following suggestions were made regarding the 2011-2012 calendar:
  - Designate a PIC/School Council chair to coordinate the process between the school councils, school principals and board office
  - Distribute one calendar per family thereby decreasing the number of calendars ordered
  - Ensure clear lines of communication regarding the process and deadlines are in place between the board, schools and school councils as there was some confusion last year regarding the submission of student artwork and some schools were left scrambling to meet the submission deadline.

#### **4.1.2 Approval of Funding Applications**

- Proposals will be reviewed within the next week by Dave and Birgit.
- Rose-Marie will forward a memorandum that the monies have been allocated to which proposals.

### **4.2 People for Education School Council Survey**

- The deadline for the completion of the survey has been extended to February 23, 2011 and can be completed on line at [www.peopleforeducation.com](http://www.peopleforeducation.com).
- There is a prize for the highest percentage of participation for two people to attend the People for Education Conference, all expenses paid.

### **4.3 Parental Involvement Committee Bylaws**

- Decisions and further discussions are required so that Bylaws are established by October 1, 2011 deadline to conform with the new regulation.
- Further discussion regarding this matter will take place at the May meeting.

- Birgit anticipates that a handbook with templates will be available in the Spring 2011 that will assist with establishing the Bylaws.
  - The regulation outlines provisions for the composition and function of PICs, including but not limited to:
    - Composition of Council
    - Election of Council Members
    - Terms of Office
    - Number of meetings per year (this has been increased from three to four)
- 4.4 Healthy Schools Recognition Program
- Schools who are promoting this program have the opportunity to be recognized by the Ministry.
  - Schools may apply in paper form or on line. Additional information may be obtained at <http://www.edu.gov.on.ca/eng/healthyschools/challenge.html>
  - The deadline for submission of acceptance forms is April 8, 2011.
- 4.5 Parent Involvement Symposium: April 8-9/11
- Birgit McArthur and Tina Hamel had the opportunity to attend the first symposium last year.
  - Birgit advised that this is a very good and worthwhile event that provides a lot of opportunity with other PIC colleagues in the province, and that she would like to attend again this year especially as there will be clarification regarding the new regulations.
  - Members interested in attending this year's symposium are asked to submit their interest in writing to Birgit and Dave before the March Break.
  - In the event that more than one or two people wish to attend, a blind draw will be implemented to determine the attendees.
- 4.6 Correspondence: Dec. 21/10-Minister's Reply to SGDSB Anti-Bullying Report
- A thank you letter, which contained a handwritten notation of "Great Work", was received from the Minister of Education in response to the report submitted by SGDSB regarding their efforts in the fight against bullying.
  - Birgit advised that everyone is to be commended for their great activities, and also extended her thanks for the submissions received that enabled such a positive report to be written.
  - It was noted that February 23<sup>rd</sup> is "Pink T-Shirt Day", and that staff members at the board office, Marathon High School and Margaret Twomey Public School will once again be donning t-shirts to support and commemorate this important day. Similar activities are taking place at all schools board-wide.
- 4.7 Saving for Post Secondary Education
- The Ministry wants parents to be aware that funding is available for post secondary education:
    - *Registered Education Savings Plan (RESP)*: is a special savings account that can help parents, family or friends start saving for a child's education after secondary school. When an RESP account is opened for a child, the Government of Canada adds money through two special savings initiatives:
      - *Canada Education Savings Grant*: provides up to a maximum of \$7,200 depending upon parental income and the amount of parental contributions.
      - *Canada Learning Bond*: provides a grant of \$500 plus an additional \$100 per year up to age 15 for those who open an RESP amount even if parents are unable to add any of their own contributions to the account. To qualify for this grant, parents must be eligible to receive the National Child Benefit Supplement.
  - Additional information and brochures on the above programs are available on the following websites:
    - Registered Education Savings Plan: <http://www.canlearn.ca/eng/saving/resp/index.shtml>
    - Canada Education Savings Grant: <http://www.canlearn.ca/eng/saving/cesg/brochure/index.shtml>
    - Canada Learning Bond: <http://www.canlearn.ca/eng/saving/clb/brochure/index.shtml>
  - Discussion ensued regarding possible ways to get this information out to parents, including:
  - Send an information sheet with report cards. Donna Fry cautioned members that school budgets needed to be considered (increased weight in envelope translates into increased postage costs), as well as available secretary time to copy, fold and insert materials. Pinky

McRae suggested that school council members at respective schools could take on the copying and folding of the materials so not to tax support staff.

- Through school newsletters
- Post on school bulletin boards
- Board Website on the Parent section
- A special School Council Information Night where a council member who has become familiar with the programs can guide parents through the above websites

4.8 Update: School Food and Beverage Policy Workshop – Nov. 22/10

- Unfortunately Tina Hamel was not in attendance to provide an update; however, David Tamblyn advised that in addition to Tina several other staff members were also in attendance at the above workshop which was designed to assist schools in the implementation of the new policy and procedures surrounding School Food and Beverage. The information gained at the workshop has since been disseminated throughout all the schools in the board.

4.9 Superior North Catholic District School Board PIC Second Annual Parent Forum

- We have been invited by SNCDSB PIC to attend their Second Annual Parent Forum being held in Geraldton on April 16, 2011. The day begins with a luncheon at 12:00 noon and continues with sessions beginning at 1:00 p.m., and concluding at 3:30 p.m. If anyone is interested in attending please advise Birgit in writing.

**5.0 Director of Education**

*(D. Tamblyn)*

5.1 PIC Member Expenses

- D. Tamblyn advised that as per board Resolution No. 203/10 that PIC member expenses, as outlined in Board Policy 307-Travel, Meals and Hospitality would be covered as of September 1, 2010.

5.2 Information: Promote Safe Schools Climate

- D. Tamblyn advised that students are surveyed every two years for their thoughts on how safe their school environment is. The results are then collated and then profiled by school. In the past this has been done 'manually' by each school, and that 'hard copies' are lengthy and time consuming to complete.
- This year an online format will be used entitled Survey Monkey, which will be posted to the board website for a few weeks. All stakeholders will be advised when the survey is ready for access as well as submission deadlines. NOTE: this is the same format that was used to solicit feedback regarding the 2010-2011 School Calendar.
- It was suggested that Safe School Team Members' names be posted on bulletin boards so that students could approach these individuals. It was commented that students should be able to approach any adult in the school community if they don't feel safe.

5.3 2010-2011 School Calendar

- D. Tamblyn advised that he would be meeting with SGDSB's coterminous boards via teleconference tomorrow to discuss stakeholder feedback regarding the upcoming school year calendar. This feedback will assist in formulating the calendar for submission to the Ministry of Education for approval.

5.4 PRO Grants

- D. Tamblyn advised that some schools have surplus funds from the 2009/2010 school year that must be used for parent engagement by June 30, 2011.
- Schools that do not wish to use their funds will release them to the board for expenditure, which the board will discuss with PIC.
- If funds are not used for the original application initiative, they will be placed in board reserves. Discussions regarding the release of available funds will take place at the May meeting.
- It was asked if information such as how many applications were supported, names of individual schools, their grant projects and grant amounts could be provided. D. Tamblyn will discuss the

availability of this information with the Superintendent of Business and will provide these details in a memorandum if they are available.

#### 5.5 Job Postings

- D. Tamblyn advised that additional monies have been designated by the Ministry of Education to fund special initiative positions until the end of June 2011.
- These positions include:
  - a 1.0 F.T.E. release for a Behaviour Expertise Consultant, who will provide training, primarily in the Nipigon-Red Rock area, but may be called upon to assist with other schools in the board on Applied Behaviour Analysis (ABA) Instruction.
  - two .5 F.T.E. release Student Work Study Teachers, who will work in designated schools with Classroom Teachers sharing their observations of how student approach work, assess samples of student work, determine student learning needs and what to do to improve the work towards the next level, provide specific feedback and coaching to students as they improve their work, determine next steps in instruction, and identify teaching and learning strategies that effectively address the diverse needs of students. They will also facilitate teacher moderation of student work, promote strategies from Ministry resources to assist teachers in developing tasks that result in high quality school work, and collect data regarding the impact of the student work initiative on student achievement.

#### 5.6 Elementary Report Card Progress Report

- D. Tamblyn discussed the above and that reports were included with the First Term report cards.
- He reflected on the Student Led Conferences that were held board-wide in an effort to increase student engagement and to encourage students to take ownership of their work. Feedback from both parents and students have been positive.
- M. Donovan commented that this was absolutely the way to go and that he highly endorsed the conferences.
- Additional comments included that the conferences put the parents and students in neutral territory, and that the students take on the role of teaching the parents as they take them through practical, hands-on demonstrations of their school day and school work.

### **6.0 Report on Ministry Initiative**

#### 6.1 Dual Credits and Specialist High Skills Major

*(B. Willcocks)*

- B. Willcocks, Student Success Coordinator provided an overview of the initiative, noting that courses are delivered in two formats: team-taught model (high school teacher and college instructor), and college delivered model (taught exclusively by a college instructor). Instruction gives the student the opportunity to receive a high school credit as well as a college credit (dual credit).
- Course availability is being expanded in the second semester in all high schools.
- Community partnerships have been developed with Barrett Gold regarding Marathon High School's Introduction to Mining Welding course, and with Rocky Bay First Nation, Lake Helen First Nation and Outland Forestry supporting Nipigon-Red Rock District High School's Environmental Workplace (National Resources Management) course.
- A meeting between the Ministry, Confederation College and the Board will take place in the Spring to discuss and determine the feasibility of offering a SHSM Environmental Workplace Program with an aboriginal focus.
- Student response has been positive and overwhelming. D. Fry advised that the Welding program being delivered at Lake Superior High School is filled.
- Manitouwadge High School students have the opportunity to receive advanced standing format training in Welding (not a dual credit) with Confederation College in that the college will provide funding for the students to attend and complete the welding test at the college.

### **7.0 Updates from PIC Representatives**

*(Open to each member)*

7.1 What's working for your school?

- 7.2 In what way are the parents at your school most involved?
- A round-table blue-sky session ensued regarding these questions with members sharing what efforts have worked for their respective councils, including but not limited to:
    - Beginning the school year with the parents of Grade 9 students invited by the school to attend an information session, with a parent council meeting following immediately afterwards;
    - Emailing agendas, minutes, and other information to parents.
    - Facebook pages and Twitter
    - Breakfast Programs
    - Surveys – How are you (parent) involved? What prevents you from being involved?
  - It was noted that many schools face the same issues with respect to trying to get parents out to meetings. It was reflected that this could be due to busy family life and commitments getting/participating with their children in other activities such as hockey, figure skating, etc.
  - It was also noted; however, that although parents may not come out to meetings that many were willing to help with special task-oriented events if advance notice was given.

**8.0 Suggestions: Future Agenda Items**

Nil

**9.0 Next Meeting Date**

Monday, May 2, 2011

**10.0 Adjournment**

*Moved by: K. Dumonski*

*Seconded by: J. Hart*

*That, the Parent Involvement Committee meeting on February 8, 2011 be adjourned.*

The meeting adjourned at 7:50 p.m.