



**Parent Involvement Committee Minutes
Education Centre
November 9, 2015 – 6:30 p.m.**

COMMITTEE MEMBERS PRESENT: Kirsty Sinclair, Co-Chair, Sturgeon Creek Alternative Program Council; Ralph Hill, Trustee; Heather Campbell, Director of Education; Leslie Danielson, Fort Frances High School Council Representative; Kendall Olsen, Principal Representative; Char Bliss, Secondary Teacher Representative; Lonna Oster, Community Representative, Northwestern Health Unit, North Words; Wendy Kabel, Community Representative, Zaagi-idiwin Aboriginal Headstart Program; Kelly McFayden, JW Walker, Parent Representative; Alicia Gattoni, Crossroads School Council Representative; Mellisa Gallagher, North Star Community School Council Representative (video conference); Darryl Gannon, Atikokan High School Council

REGRETS: Angela Mainville, Community Representative, Seven Generations Education Institute; Sharla MacKinnon, Elementary Teacher Representative; JoAnne Davis, Robert Moore School Council Representative; ; Janice Gagne, Community Representative, Kenora Rainy River Child & Family Services/Robert Moore School Council;

ALSO IN ATTENDANCE: Sandra Ward, Recording Secretary

1. Call to Order

The meeting was called to order by Co-Chair Kirsty Sinclair at 6:31 p.m.

2. Welcome and Introductions

Committee members introduced themselves and indicated what school or organization they represented. The Director of Education provided an overview of the Parent Involvement Committee mandate and by-laws.

3. Election of Co-Chair

Co-Chair Kirsty Sinclair asked for nominations for a Co-chair. Kirsty Sinclair has agreed to let her name stand as Co-Chair in her second term. Lonna Oster nominated Alicia Gattoni. There were no other nominations. Alicia accepted the nomination and was acclaimed as Co-Chair.

4. Approval of Agenda

A motion was made by Char Bliss and seconded by Leslie Danielson to approve the agenda. All were in favour.

5. Disclosure of Conflict of Interest

There was no disclosure of conflict of interest.

6. Confirmation of Minutes

The minutes of the September 28, 2015 meeting were reviewed and no changes were noted. A motion was made by Leslie Danielson and seconded by Lonna Oster to approve the minutes as distributed.



7. Business Arising from the Minutes

a) Recruitment Sub-Committee

The Sub-Committee had a teleconference in early October to discuss recruitment. Letters were sent to school councils and community partners to solicit new members and confirm existing members. Currently Riverview, McCrosson-Tovell, Nestor Falls, Sturgeon Creek, Mine Centre and Rainy River High School do not have a representative on the Parent Involvement Committee.

b) School Council Refresher Training Session

The Committee agreed to sponsor a refresher training session for School Council Chairs and would also like to include the School Council Secretary from each school. The Director of Education will send a doodle poll with dates for the first week in December to determine when the most participants would be able to attend. Dinner will be provided.

Items to be included on the agenda were discussed as follows:

- Review of School Council Handbook, Quick Reference Guide
- Roles within a School Council
- How to hold a successful meeting
- How to do a doodle poll
- Explanation of Pro Grant funding and tips on how to hold a successful parent engagement night

It was noted that the School Council Handbook as well as meeting agenda and meeting minute templates are on the Board web site under the Parents/School Councils icons.

c) Parent Involvement Committee and School Council Policy Stakeholder Review

The policy was included in the package. Darryl Gannon provided feedback. Individual feedback can be submitted by November 23, 2015 to Kaylie Lundgren and will be brought forward to the Policy Committee at their next scheduled meeting.

8. Correspondence

a) Fall Parent Involvement Committee (PIC) Newsletter

The newsletter was handed out and reviewed. Changes will be made to a few of the school council meeting dates. The letter will go out to schools for distribution as soon as they are printed. A Synervoice message will be sent out to let parents know it is coming.

9. Director's Update

Heather Campbell, Director of Education, reported as follows:

- EGALE Canada conducted an evening session in partnership with the Rainy River District School Board in early October for community members, as well as two sessions in the District with all school bus drivers. A spring or fall session will be planned with them again next year.

Heather Campbell
Director of Education



Dianne McCormack
Chair

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- Ameresco Consulting Group held sessions in Fort Frances, Atikokan and Rainy River the week of November 6, 2015. These sessions were to help facilitate long term planning and priorities for School Board facilities due to the impact of declining enrollment. A copy of the slide show will be included as an attachment with the minutes of Parent Involvement Committee meeting.
- Students across the District now have full access to four public libraries and a large collection of e-books thanks to a district-wide partnership. The Rainy River District School Board, Northwest Catholic District School Board, Seven Generations Education Institute, and the Rainy River District Library Co-operative (which includes the public libraries in Fort Frances, Emo, Rainy River, and Atikokan) came together and launched a pilot project called the "Student Library and Ebook Initiative."
- The School Board website has been updated. The Parent tab has a new look and feedback on the site is welcome.

10. Next Meeting

The Co-Chair explained to the new members that the Committee applied for a PRO Grant and received \$20,000 to use toward planning family activity nights to promote parent engagement with Science, Technology, Engineering, Arts and Math (STEAM) as the focus. The next meeting will be to discuss allocation of the funds to the schools and provide ideas to School Councils for planning their events. A Doodle Poll will be sent out with possible dates for the next meeting to be held the second week in January. Once it is determined which date will provide quorum, a confirmation email will be sent for the date.

11. Adjournment

The meeting adjourned at 7:11 p.m.