

Parent Involvement Committee Meeting Minutes – April 3, 2025

Public Meeting

Roll Call:

Trustees:	Staff:
R. Hutcheon (regrets) B. Godkin	K. Burra, Director A. McDonnell, Superintendent P. Gollogly, Assoc. Superintendent E. Clost-Lambert, Research Analyst L. Gillam, Research Analyst
Invitees:	Recorder and Producer:
C. Bevens-Leblanc, Co-Chair V. Venditti, Co-Chair and KSS/Module Vanier B. Betts, Collins Bay PS M. Chapman, ESS N. Castillo, FSS M. Foster, J.R. Henderson/Module de l'Acadie S. Bradley, Joyceville PS M. Hudson, KLC C. Innocente, LCVI/Calvin Park PS M. Richmond, Odessa PS S. Khalifa, Sydenham PS J. Clayton, W.J. Holsgrove L. Aron, Winston Churchill PS J. Hall, South East Health Unit	E. Smith, Administrative Assistant M. Christopher, IT

1. CALL TO ORDER

Co-Chair Bevens-LeBlanc called the meeting to order at 6 PM.

PIC Representative Bradley provided the Acknowledgement of Territory: "We acknowledge that the Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee, and recognize their enduring presence and that of Indigenous people across Turtle Island. While we acknowledge land, I think it is equally important to acknowledge its people. I like the turn of phrase territorial acknowledgement, I feel like it brings land and people together. As I continue to note, land acknowledgements are the first step in taking actions, we must move beyond words to move reconciliation forward together."

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2. ADOPTION OF THE AGENDA

Adopted with a revision to bring forward item 6.4 Student Census 2025 Consultation.

3. DECLARATION OF CONFLICT OF INTEREST

3.1 No declarations of conflict of interest.

4. APPROVAL OF MINUTES

4.1 PIC Meeting Minutes of February 27, 2025 are under review and, therefore, adoption of the minutes is deferred.

5. BUSINESS ARISING FROM MINUTES

5.1 PIC Representatives contact list - Co-Chair Venditti informed that the contact list for PIC Representatives has been shared with all other PIC Representatives. It is saved in the private PIC Facebook group and was also sent out in the post-meeting summary.

5.2 PRO Fund Initiative library - There was a reference to creating a PRO Fund initiative library. A one-pager, possibly put together by S. Bradley years ago, is available. Reports from last year's PRO Fund initiatives have been collected to build onto the library. This year, together with the Final Report, a Google survey link was sent out to collect more information about the challenges and successes of these initiatives to build a more robust library.

5.3 PIC goal setting- There was a discussion about how the collaboration document would be broadcast during the meeting. S. Bradley has the document on her laptop, but the necessary information to broadcast it was not available. The Google document will be shared again after the meeting via email.

5.4 Correspondence letters - A letter to the Director regarding absence reporting was sent out today (April 3) at 7:00 AM. Other letters regarding parent involvement on board committees are being worked on, with conversation happening in the background.

5.5 Co-Chair Venditti informed that there was a follow-up on discussion about bus cancellations from the last meeting. Assoc. Supt. Gollogly committed on following up on this matter and confirmed that an email response was sent out with the relevant information.

N. Castillo raised a question about the Artificial Intelligence (AI) Steering Committee. They emphasized the importance of this committee in shaping how artificial intelligence is introduced and used in schools; they noted the absence of parent or student representation and asked whether opportunities would be created for these voices to be included. Additionally, they suggested that including a community member who specializes in AI technology could be valuable. This person could bring perspective and support ethical, transparent implementation. N. Castillo expressed interest in contributing as a parent representative, if there is space available. Co-Chair Bevens-Leblance confirmed that the AI Steering Committee is at the operations level and added to PIC's list for operational level regarding parent

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involvement on various committees. There was also a discussion about the planned AI event on April 30, 2025. Concerns were raised about the requirement to attend in person, which could be a barrier for some due to the geographically diverse board. It was suggested to reconsider either location or plans to make the event more inclusive. Director Burra highlighted technical challenges in streaming the event from larger venues and committed to recording the evening and posting the video afterwards. Any of the questions that would be coming up would be shared in advance in terms of the form that will be shared in a week or two. Posting video online would allow people to submit questions even after the event. The technical issues and the need for additional equipment to stream effectively were discussed. It was noted that there would be student voices and a professor from Queens University contributing to the event. Director Burra informed that there will be three different opportunities within eight days for people to hear the information. This does improve accessibility and ensure that information is widely available, two out of these three nights are streamed.

6. EDUCATION SERVICES UPDATE

6.1 Co-Chairs Bevens-Leblanc and Venditti provided Co-Chair update:

- The Ministry consultation that was postponed due to the election has been rescheduled for May. One or both Co-Chairs will attend, depending on their schedules, and will provide a summary of the information afterwards.
- Co-Chair Venditti apologised for misspeaking at the previous meeting about having draft bylaws ready. The bylaw review is currently underway, with feedback and proposed changes being collected. The subcommittee responsible for the review is working to settle on a date to draft the bylaws and present them at the next meeting. It was suggested that when the bylaws are brought back to the group, the sections that are ministry-mandated and board-mandated should be clearly identified. This distinction would strengthen the conversation by clarifying which parts are non-negotiable and which parts are open to feedback. Different font colors or other methods could be used to highlight these sections. It was mentioned that other boards have similar guidelines where sections are labeled as legislated versus non-legislated. PIC Representatives Bradley shared that they drafted the current template that School Councils can use for their bylaws; they also volunteered to update the template before September.
- PRO Funding – out of \$31,000 budgeted, \$25,214 has been allocated. There is potentially additional \$1,000 in queue. Without this additional \$1,000, \$5,786 remains. There is an opportunity for the PIC to come up with an initiative to use the remaining funds. A decision needs to be made quickly if this is to be pursued. Approximately, \$7,000 is available for parent engagement funding; there are couple of things possibly that are going to be pulled from this pot, hence approximate amount. A suggestion was made to host a meet-and-greet style event where PIC Representatives would attend and invite School Council members from each school to participate. The idea included possibly using a Bowling Alley as the venue, which would provide activities and access to food to help people connect.
- N. Castillo discussed a proposal regarding the creation of a special education resource lending library.

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The idea is to utilize resources more effectively by redistributing special equipment that students have outgrown or no longer need. Currently, this equipment often remains unused in school cupboards and closets, while other students are waiting for it. The speaker shared a personal experience where their child needed equipment, but due to the lengthy ordering process, it did not arrive until much later. They emphasized that this delay negatively impacts students' success in school and suggested that a lending library could help bridge this gap. Co-Chair Bevens-Leblanc noted that funding for such equipment is typically provided by the Ministry and is not eligible for parent engagement funding. The proposal was put forward as an initiative to be explored further, with the hope of finding a way to fund and implement the lending library. They expressed willingness to do all the necessary work to make this happen, highlighting the positive impact it had on their child once the equipment was received. N. Castillo will email their proposal to PIC Co-Chair email who will forward it to Director Burra.

C. Innocente discussed the idea of succession planning. It was emphasized that succession planning should be a proactive responsibility of the Co-Chairs and the group. It was noted that succession planning should align with the strategy of the PIC and be part of the goal-setting process.

6.2 Trustees Godkin provided Trustee Update:

Trustee Godkin apologised for not being able to attend the February meeting. Trustee Godkin mentioned several reports and updates, including the Math Action Achievement Plan (MAAP), Educational Services for 2024 and 2025 Monitoring and Operational Plan, and the Student Achievement Plan update. Trustee Godkin encouraged attendees to review the last Board meeting for detailed information. The budget process has been delayed due to the provincial election. Trustee Godkin assured that work on the budget would commence soon and emphasized the importance of input and consultations from the community regarding budget priorities.

Trustees Godkin and Hutcheon will be attending OPSBA on May 1 and 2, so they will be joining the PIC meeting virtually.

The Director evaluation process is going forward, and Trustees are working towards September deadline. Trustee Godkin thanked for the inputs that have come thus far. Additionally, a new Ministry policy was mentioned, which states that if a Trustee misses a Board meeting without the consent of the Chair or Vice-Chair, they forfeit their seat. This policy is unprecedented and has raised concerns. The Trustees assured that they will do everything possible to comply with the policy while safeguarding democratic rights. Director Burra clarified that, starting in September, Trustees will need to follow specific parameters to participate virtually (e.g. distance); they must ask for permission in advance from the Chair, or the Vice-Chair. For example, if the weather is bad or they have an ill child or elderly parent, they must seek approval beforehand. However, there are concerns about unforeseen circumstances, such as a flat tire, which could prevent a Trustee from attending a meeting and result in vacating their seat. The discussion highlighted the need to address these concerns and ensure compliance with the new regulation while considering the realities of life.

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Trustee Godkin addressed the importance of focusing on children's mental health amidst various crises, including the political situation and the housing crisis. They emphasized the need to instill hope in children both at home and in schools, as children are often scared by the news they hear. Trustee Godkin shared personal experiences from travels to Copenhagen and Mexico, highlighting global support and the need for children to hear positive messages. He stressed the importance of community support and the role of parents in fostering a positive environment for children. Trustee Godkin encouraged parents and groups to get involved, however they can, with community colleges, especially given the cuts to essential programs that lead to jobs in the community.

Trustee Godkin informed of an issue that was brought to his attention about dangerous activities in school parking lots at night, such as burning rubber. Trustee Godkin advised parents to call the police if they witness such activities, as the school cannot monitor the parking lot 24/7. There was a discussion about multiple instances involving Board property, which are schools, and city intervention where an impasse has been reached. The police have stated that they cannot intervene on Board property unless invited or if a crime is being committed. This limitation is particularly problematic after hours when incidents occur without the Board's permission or knowledge. The recurring issue with both bylaw enforcement and police is that they cannot act on Board property without proper authorization. Trustee Godkin will look into this issue and provide an answer.

Trustee Godkin mentioned that the Senior Staff are reviewing the before and aftercare situation and should have more information by May. Director Burra confirmed that a survey was sent to all families with children currently in kindergarten to grade 5 to gather information about specific needs and sites for before and aftercare. Question was asked if the incoming Kindergarten classes for September 2025 were invited to do the survey. It was confirmed that anyone in the system applying to JK by the end of April or the start of May would be included in the survey.

Co-Chair Bevens-Leblanc noted that the Board has stopped doing live tweets of the meetings on X (formerly Twitter) and inquired if the Board Room briefs are still available. Director Burra confirmed that the Board Room Briefs are available, and meetings are posted online.

A request was made to have the email addresses of the Trustees displayed on the LDBS website.

A concern was expressed about gaps in communication. It was suggested that a more structured system for communicating events directly to families could improve attendance and parent engagement.

6.3 Assoc. Superintendent Gollogly provided Board Update:

Assoc. Superintendent Gollogly began the meeting by thanking everyone and mentioning that Director Burra had stopped by briefly before heading to another event hosted by Limestone DSB, specifically Neurovibes 2025.

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Assoc. Supt. Gollogly then discussed the upcoming AI Director's Evening scheduled for April 30, 2025 at 6:00 PM at LCVI.

She shared exciting news about Limestone's recent success at the Frontenac, Lennox and Addington Science Fair, where Limestone students won four out of the top five awards. The winning students will advance to the National Science Fair.

Additionally, Assoc. Supt. Gollogly highlighted a free webinar series organized by School Mental Health Ontario. The webinars, aimed at parents, caregivers, and families, will cover topics such as substance abuse, intersections of addictions and mental health, recognizing signs of substance abuse and behavioral addictions, current trends in student substance use in Ontario, and technology. These webinars will take place in April and May.

PIC Co-Chair Bevens-Leblanc provided feedback to the Board regarding scheduling. It was suggested that when planning events, the Board should consider the availability of attendees. The concern was raised that scheduling conflicts can lead to fewer people being present at events because parents/guardians cannot be in two places at once.

A question was raised about whether the Board has a list or schedule of events hosted by individual schools. The concern was that multiple events might be scheduled on the same night, leading to conflicts and lower attendance. It was noted that schools often do not publicly post their event schedules, but it would be beneficial for the Board to have this information to avoid scheduling conflicts and ensure better parent engagement. The discussion highlighted the importance of coordination between school administrations and the Board to manage event scheduling effectively. Discussion followed.

A question was raised about the responsibility for communicating Board events to parents and caregivers. Assoc. Supt. Gollogly responded, explaining that the Communication team disseminates information through the Board website, social media, and sometimes even the radio. Additionally, efforts are made through school administration to ensure parents are aware of events.

Co-Chair Venditti suggested to include Board events on the existing calendar on the Board's website, which currently only lists meetings. Assoc. Supt. Gollogly agreed to take this suggestion to the communications team, noting that while some events are planned well in advance, others, like the Talk by Doctor King, may not be known months ahead. She will ask the Communications team to include upcoming Board events on the calendar. They further noted that, for example, Neurovibes 2025 event was advertised via Board's Instagram account. On a note about Board communications, not related to school events, but in terms of sharing information, Co-Chair Venditti encouraged the attendees to take that back to their School Councils. Many School Councils have different social media accounts and newsletters, and she encouraged that those responsible for communication should be familiar with the Board's social media channels and share Board's information, if that is not already being done. Co-Chair Venditti

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emphasized the importance of connections between the Board and School Councils to improve information sharing. The discussion concluded with a thank you and an invitation for any other questions.

6.4 Co-Chair Bevens-LeBlanc welcomed Superintendent McDonnell, L. Gillam and L. Clost-Lambert, LDSB Research Analysts. L. Gillam and Clost-Lambert presented on Student Census 2025 which will be administered in the fall of 2025, likely in November. They expressed gratitude to those who reviewed the survey and provided feedback. The format of the presentation included introduction and background on the Student Census, followed by an interactive activity where attendees could provide feedback on specific questions. Attendees were given the opportunity to write down their feedback and share with the larger group. The goals for the evening were to build a shared understanding of the purpose of Student Census and the types of questions it asks, and the importance of gathering diverse perspectives to support survey design and administration. They emphasized the need to consider accessibility for students completing the survey. Before diving into the details of the student census, they planned to show a short video to create awareness, with the intention of sharing the video link with School Councils.

The Student Census is an optional survey open to all students in Limestone. Participation is voluntary, and students can skip any questions they do not wish to answer. Families also have the option to opt their students out, with more information to be provided. There are three versions of the census:

1. For students in grades 7-12, which includes all the questions.
2. For students in grades 4-6, which is shorter and age appropriate.
3. For students in K to grade 3, designed for families to complete alongside their students.

The census collects demographic data and information about students' experiences in school, which is then analyzed alongside achievement data. This data collection is mandated under the Anti-Racism Act (ARA) and funded by the Ministry of Education. The purpose is to understand the diverse backgrounds of students and identify potential barriers to equitable education, ultimately aiming to create a more inclusive learning environment.

Once the data is collected, identifiable information is removed to ensure privacy and confidentiality. The data is then combined with academic achievement data for analysis. Preliminary findings are reviewed and validated by the relevant groups before being published. This process ensures that the shared data accurately reflects the experiences of the students.

The analyzed findings are published as part of the board's accountability measures and are used to inform decision-making and planning at various levels, including policies, board planning, human rights education, and professional learning.

The key message emphasized was that the Student Census is about systemic change. The census aims to gather information on race, sexual orientation, and Indigenous identity to understand and improve systemic issues like racism, homophobia, and colonialism in education. The 2021 student census and the current survey tool, compatible with assistive technologies like screen readers, were discussed. Resources and guides are being created for teachers and support staff to assist students during the survey. Efforts

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are being made to ensure the survey is accessible, including translations and appropriate reading levels for different age groups. Definitions for terms in the survey will be provided through rollover icons to avoid overwhelming students with too much text. The survey is primarily conducted online, with an option for paper, if requested. The tool allows students to complete the survey in multiple sittings, if needed. Consultations have been held with various groups, including secondary students and the Interschool Council, to gather feedback and make necessary adjustments.

The presentation concluded with a plan to discuss the "experiences at school" question in more detail and to continue consultations with groups.

C. Innocente shared that the Indigenous Education Committee at the PIC table is not the only Indigenous voice that should be included in consultations; the Committee should not be considered a homogeneous voice for the Indigenous community. She also inquired about when the first findings might be available, she recalled delay in publishing 2021 Student Census report. E. Clost-Lambert informed that the current analysis is expected to be more focused because the team now knows what to report on based on previous consultations; the team is using a newer survey system, and the team also consists of two people now. It was discussed that respondents representing less than 15 individuals would not be individually represented in the shared data to avoid unintentionally identifying specific students. Instead, these respondents would be rolled up into a larger category. This approach ensures that the voices are represented without tying them to specific individuals.

There was a discussion about reporting absences based on demographics. The focus is on better understanding why students are missing school. The Board is required to report to the Ministry the proportion of students attending at 90% of the school day, year, week or above. The goal is to design responses that address the root causes of nonattendance. An extensive list of options is provided for students to choose from when answering why they missed school in the previous year. There was a concern raised about the large language barrier faced by new families to Canada, particularly non-English speaking families. It was emphasized that translation should be available for communication in advance of the survey.

N. Castillo raised several questions and concerns, such as if parents have access to their children's school email addresses, as the survey for K-3 students is sent to these emails. Not all parents might have the passcode, which could be a barrier. It was mentioned that last time, guides and technical support were provided to help parents access the survey. N. Castillo suggested various forms of support for parents who might struggle with accessing the survey, including a helpline, detailed instructional videos, and apps. N. Castillo emphasized the need for user-friendly solutions to ensure inclusivity. Director Burra clarified that K-3 survey has to be sent home to the parents/guardians. It was further discussed that some students might not be at the appropriate reading level for the survey. It was noted that having someone guide

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them through the survey could influence their answers and not truly reflect their voice. Instead, it was suggested that using talking text with clear colors would better honor the students' voices.

7. CORRESPONDENCE

None.

8. ASSOCIATION UPDATES

8.1 J. Hall, Public Health Nurse with South East Health Unit (SEHU) provided an update (also attached):

- Media release was issued about a measles outbreak in Ontario, which is the largest in over 30 years, affecting 11 Public Health Units with approximately 372 cases as of March 12, 2025. Hastings has a localized outbreak with 32 cases among individuals who were not previously immunized. The measles, mumps, rubella (MMR) vaccine, part of Ontario's routine immunization schedule, is required for children attending public schools, unless they have an exemption. The immunization rate in the area is around 95%, which is considered good. The vaccine is one of the best ways to prevent measles outbreaks and recommended reviewing vaccination status, especially for those born in 1970 or later.
- The second round of grade 7-8 immunizations has started, and links to school clinic dates and immunization reporting were provided. The suspension period for immunizations begins on April 8, and additional information and contact details for the immunization team were shared.
- Community partner program called "Something for Dads," a free ten-session program for parents of children under 18, hosted at Kingston Community Health Centre from April 16 to June 18, 2025. Flyer with more information was available.
- PIC Representative Castillo asked for clarification regarding suspension letters that families receive and what the process is for exemption. Relevant information is contained in the attached update from SEHU.

9. OTHER BUSINESS

9.1 Collaboration working group – *"How will PIC decide what the efficacy of our meeting is?"*

Deferred to the next meeting.

10. NEXT MEETING DATE

Thursday, May 1, 2025 at 6 PM.

11. ADJOURNMENT

The meeting adjourned at 8.10 PM.

Parent Involvement Committee LDSB PIC

Date	KFL&A Public Health Update – School Health
April 3, 2025	Intro: South East Health Unit is our newly merged public health agency made up of Hastings Prince Edward Public Health; Kingston, Frontenac and Lennox & Addington Public Health; and the Leeds, Grenville and Lanark District Health Unit. South East Health Unit (formerly KFL&A Public Health) has a team of 10 Public Health Nurses (Registered Nurses) on the School Health Team. Each nurse is assigned one or two secondary schools and typically their elementary feeder schools. We work to support educators, students, and families through a health promotion lens, and work with the immunization team to deliver the grade 7 school-based immunization program. Our team also includes a school team dietitian and a physical activity specialist. School Health Team Updates: <u>Measles</u> Ontario is currently experiencing its largest measles outbreak in 30 years, with 372 cases reported across 11 public health units as of March 12, 2025. Hastings has reported 32 cases, all involving individuals who were not previously immunized against measles. The measles, mumps, rubella (MMR) vaccine is part of the Ontario’s routine immunization schedule, and is required for children attending public schools unless they have an exemption. Key Recommendations: - The best protection against measles is vaccination with two doses of a measles-containing vaccine, which are almost 100 per cent effective at preventing infection. - The first dose of MMR vaccine is given at 12 months of age - Second dose is given at 4-6 years of age in the measles, mumps, rubella and varicella (MMRV) vaccine. - Some adults may have received only one dose of measles vaccine. A second dose of MMR vaccine is recommended for anyone born in 1970 or later. - For more information about measles, visit https://www.kflaph.ca/en/health-topics/measles.aspx The MMR vaccine is publicly funded and readily available through health-care providers or SEHU immunization clinics. It is strongly advised to check your immunization records and book an appointment if needed. Link to media release: https://www.kflaph.ca/en/news/vaccines-remain-the-best-protection-during-ongoing-measles-outbreak.aspx <u>Grade 7/8 Immunizations</u>

- **School clinic dates 2025:** <https://www.kflaph.ca/en/health-topics/grade-7-school-based-immunizations.aspx>

The suspension period for the Immunization of School Pupil's act will begin on April 8th, 2025.

- **Report immunizations here:** <https://www.kflaph.ca/en/health-topics/immunization-records-and-reporting.aspx>
- **Book appointments, if needed, here:** <https://www.kflaph.ca/en/clinics-and-classes/immunization-clinics.aspx>

Community partner programs

Free 10-session program, one evening per week. For parents of children under 18.

FREE SOMETHING FOR DADS



Are you looking to...

- Grow your parenting skills to become a healthier parent for your children under with their other parent?
- Help your children thrive and strengthen your family?
- Deepen your understanding of yourself as a dad and as an individual?

Do you have children under the age of 18? Do you have access with your children ranging from full custody to joint custody, visits or phone calls?

**Led by experienced facilitators,
Something for Dads... is a
10-session program delivered one evening a week off NO COST!**

WHERE AND WHEN?

Tuesdays, April 15-June 17 at Kingston Literacy 8 Skills,
16 Bath Rd, Kingston 5:00pm-7:00 pm
OR
Wednesdays, April 16-June 18 at KCHC, 263 Weller Ave, Kingston 5:00pm-7:00 pm

Limited childminding available and a light meal provided
Transportation support available

**Call/Text 613-539-9948 or email info@gsfkr.ca
to register**

FUNDING THROUGH THE SERVICES OF PRESENCE OF 1% VOLUNTEER BE A CALL COMMUNITY IMPACT FUND AT THE COMMUNITY FOUNDATION FOR KINGSTON & AREA.










Parenting in KFL&A: Families and caregivers can connect with a registered nurse for any questions you have about your school age child/teen by phone 613-549-1154, email Parenting@kflaph.ca or following us on [Facebook](#).