



## **1. Rationale**

In December 2005, the Ministry of Education published a report entitled “Developing Partners in Education” that outlines a new Ontario Parent Involvement Policy (<http://www.edu.gov.on.ca/eng/general/elemsec/partnership/developing.html>). In March 2006, further details and clarification were provided in a memorandum to School Council Chairs titled “Implementation of the Ontario Parent Involvement Policy”.

In September 2010, the Ministry of Education published the policy document ‘Parents in Partnership: A Parent Engagement Policy for Ontario Schools’ (<http://edu.gov.on.ca/eng/parents/policy.html>) and enacted revisions to Regulation 330/10 through Regulation 612/00 ‘School Councils and Parent Involvement Committees.’

## **2. Policy**

It is the policy of the Simcoe County District School Board to work collaboratively with the Parent Involvement Committee to increase parent involvement in their children’s education, and to improve student achievement and increase confidence in public education.

## **3. Definition**

The Ontario Parent Involvement Policy outlines the requirements for the establishments of board-level Parent Involvement Committees to work collaboratively with the school board and ensure linkages between parents, the Director of Education and Trustees. This investment supports the school board in establishing and working collaboratively with a Parent Involvement Committee through the development of strategies for enhancing parental engagement and outreach, particularly through district meetings and inter-school communications. The Ministry expects that the Committee will be chaired by a parent and that the membership will include a majority of parents, as well as trustee representatives and the Director of Education. In the longer term, parent representatives will be selected by their peers. (Pages 2-3, Memorandum March 3, 2006).

## **4. Guidelines**

4.1 The mandate of the Parent Involvement Committee is to:

- 4.1.1 act as the steering committee for School Council Members’ meetings;
- 4.1.2 act as a resource to School Councils;
- 4.1.3 enhance School Council and school communication with parents;
- 4.1.4 strengthen parent voice at the board level;
- 4.1.5 reach out to parents who find involvement more challenging;



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- 4.1.6 work collaboratively with the school board and ensuring linkage between parents, the Director of Education and Trustees;
- 4.1.7 review grant applications related to Ministry funding that support and enhance meaningful parental involvement within schools and across the district, including, outreach to parents who find involvement more challenging due to language, recent immigration, poverty, newness to the system, or other factors. The purpose of this review is to share exemplary practice across the district. The funding falls into four main categories:
  - a) base funding to School Councils for parent involvement activities;
  - b) funding for the Parent Involvement Committee;
  - c) Parent Reaching Out Grants for Schools; and
  - d) Parent Reaching Out Grants for Regional and Provincial projects.
- 4.2 The Parent Involvement Committee will meet during the year as determined by the Chair, in consultation with the Director.
- 4.3 The structure of the Parent Involvement Committee is as follows:
  - 4.3.1 A majority of the Parent Involvement Committee will be parents.
  - 4.3.2 The Director of Education or designate(s) and Communications Officer (non-voting).
  - 4.3.3 Trustee representatives may serve on the Parent Involvement Committee (non-voting).
  - 4.3.4 Twelve parent representatives, four from each of the three Regions, will be identified to serve on the Parent Involvement Committee (voting).
  - 4.3.5 If there is not sufficient representation from a Region, the position may be filled by an individual from another Region.
  - 4.3.6 Three school-based administrators representing each Region of SCDSB will serve on the Parent Involvement Committee (non-voting).
- 4.4 The membership in the Parent Involvement Committee will be determined as follows:
  - 4.4.1 In the spring of each year, any School Council Member will have the opportunity to apply for an existing vacancy on the PIC in the next school year.
  - 4.4.2 Applications (APPENDIX A) must be submitted to the Superintendent of Education responsible for the PIC by May 31 of the year.
  - 4.4.3 Applications will be separated by Region and a Superintendent from each Region will “draw” a sufficient number of applications to fill the projected vacancies.



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4.4.4 All applicants will be advised of the outcome of their application.

4.4.5 Parent representatives may only serve on the Parent Involvement Committee for a maximum of two years with the option of reappointment to a maximum of four years.

**5. Elected Officials**

The positions of Chairperson and Vice Chairperson shall be elected at the first PIC meeting of the school year.

**6. Administrative Procedures**

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

**PROPOSED JUNE 2006  
INTERIM POLICY APPROVED BY  
BOARD – JUNE 21, 2006  
PROPOSED – NOVEMBER 1, 2006  
PROPOSED – JANUARY 17, 2007  
REVISED – JANUARY 24, 2007  
REVISED – JUNE 20, 2007  
REVISED – JUNE 02, 2008  
REVISED – AUGUST 19, 2008  
REVISED – NOVEMBER 16, 2009  
REVISED – APRIL 27, 2011**

**APPENDIX A**

**APPLICATION FOR REPRESENTATION ON  
THE PARENT INVOLVEMENT COMMITTEE**

Parent Name: \_\_\_\_\_

School Where Children Attend: \_\_\_\_\_

Number of Years as School Council Member: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please complete the above and forward to the Superintendent of Education:  
Parent Involvement Committee

**VIA SCHOOL COURIER**

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■ Office Use Only –

Confirm School Council Participation: \_\_\_\_\_

Confirm Region: \_\_\_\_\_