

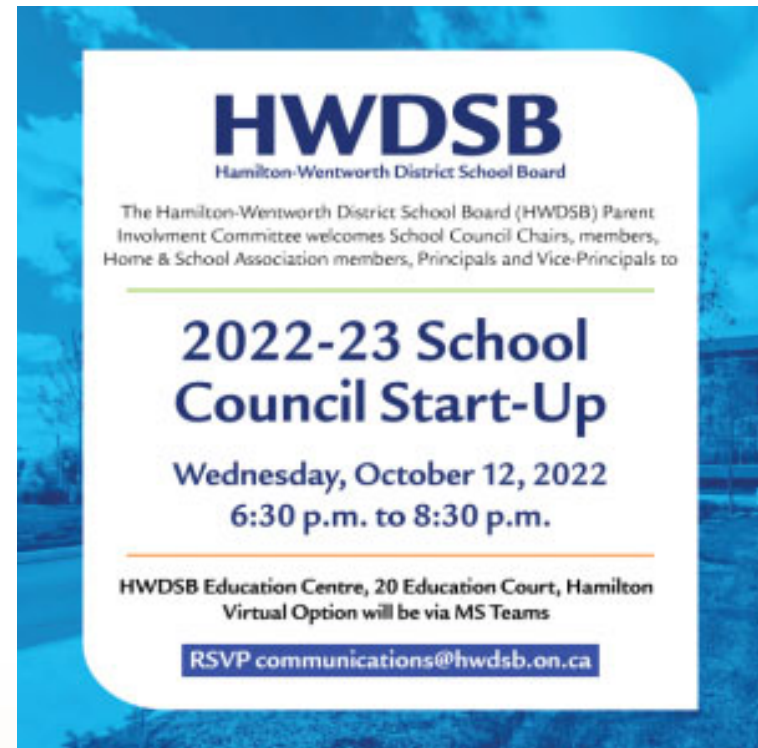


Welcome to School Council Start Up

Wednesday, October 12, 2022

In-Person and MS TEAMS

6:30 p.m. – 8:30 p.m.



curiosity

creativity

possibility

We always remember to show
gratitude.

We send greetings and thanks
With our gathered one-mind
For our on-going Peace
To all of humankind,

To our Mother the Earth,
To the waters that flow
To corn, beans and squash
The sisters -we grow.

To the plants that are fruit
To the medicines too,
To the 4-legged animals
For all that you do.

To the sweet water maple
And all of the trees,
To the birds that we hear,
To the winds and the breeze.

To Grandfather Thunders,
To Eldest Brother the Sun,
To Grandmother Moon,
Our minds are now one.

To the Stars in the sky,
To the Teachers who share
Our Ancestors' wisdom
And teach us to care.

To all frontline workers
We need you to feel
Our greetings and thanks
As you help the world heal.

To all of Creation
These words are now done
But our thanks will continue
And our minds are now one.

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- This poem, written by Elizabeth Doxtater, has been inspired by the Thanksgiving Address. **These are the words that come before all other business.**
- HWDSB has been in constant conversation with the **Indigenous Cultural Safety Team**, of whom have given permission to open and close with this poem.
- For the purpose of this resource, system leaders, administrators, teachers, all staff and students are invited to **utilize this as a practice to begin and end the day or meeting in a good way.**
- The opening 'binds/gathers' our minds, while the closing 'unbinds'.

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Land Acknowledgement

The Hamilton-Wentworth District School Board acknowledges our presence on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty.

The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity.

We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.

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6:30 p.m. Welcome and Introduction

- Shawn McKillop, Opening Poem; Land Acknowledgement; Agenda and Overview; Meeting Norms
- Mike Palma, Chair and Amanda Lloyd, Vice Chair – co-host introduction
- Dawn Danko, Greeting from the Chair of the Board
- Sheryl Robinson Petrazzini, Director of Education
- Ian Brisbin, Chair of the Hamilton Foundation for Student Success
- Heather Lambert-Hillen – Greetings from Home and School Association

6:50 p.m. School Council Start Up

- Welcome
- Learning Goals
- Purpose of the School Council
- School Council Handbook

7:25 p.m. Fundraising and School Improvement Plan

- Simon Goodacre, Superintendent of Student Achievement

7:35 p.m. Building Inclusion through Engagement

- Amber Aquin, Engagement Officer

8:10 p.m. Questions/Facilitation

8:25 p.m. Thank you and exit survey; closing address poem

8:30 p.m. End

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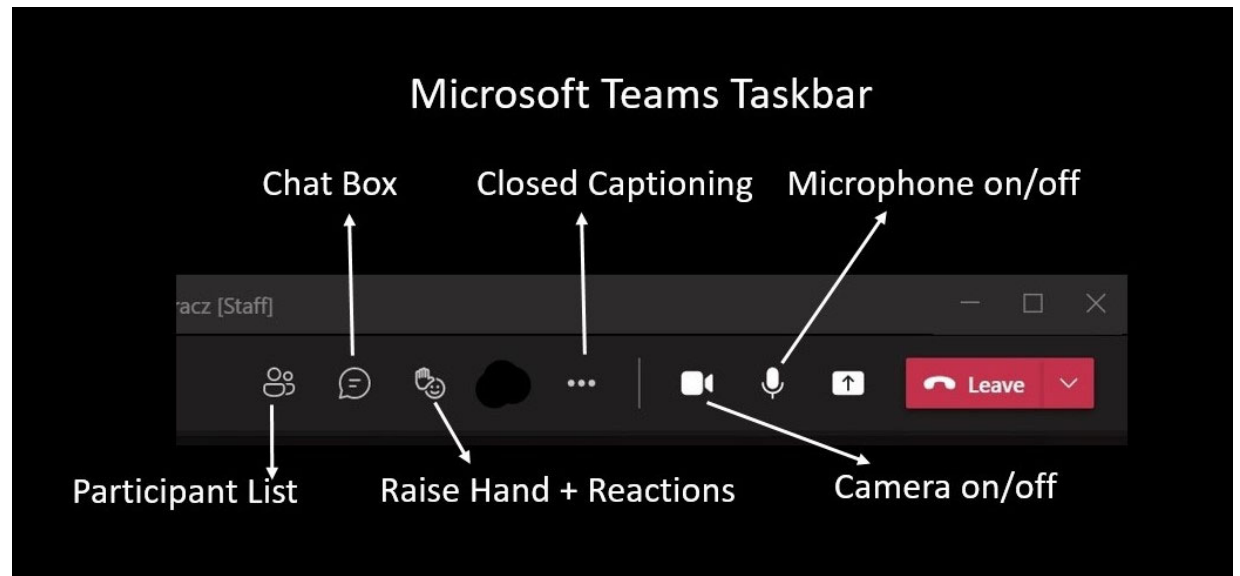
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Please remember to keep your microphone and camera off unless you are commenting. Use the chat. Session will be recorded.

To turn on Closed Captioning:

1. click on the “...” in the toolbar
2. Select “turn on live captions”



HWDSB

Becky Buck
Vice-Chair of the Board



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Sheryl Robinson Petrazzini
Director of Education



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HAMILTON
Foundation
*for Student
Success*

Ian Brisbin, Chair of Hamilton
Foundation for Student Success





The Ontario Federation of Home and School Associations

Heather Lambert-Hillen

Mike Palma

Chair of the Parent
Involvement Committee

Amanda Lloyd

Vice-Chair of the Parent
Involvement Committee

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Learning Goals

- ☑ Understand the mandate, roles and responsibilities of the school council
- ☑ Understand the membership of school council (who can participate) and the timelines for their election
- ☑ Understand the duties of the principal and the parent members of school council

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MISSION

We empower students to learn and grow to their full potential in a diverse world.

COMMITMENT

We are committed to learning, equity, engagement and innovation.

PRIORITIES

POSITIVE CULTURE AND WELL-BEING - We will build student and staff well-being through positive climate strategies and supportive relationships.

STUDENT LEARNING AND ACHIEVEMENT - We will improve student learning and achievement through effective instructional strategies.

EFFECTIVE COMMUNICATION - We will improve our communication through comprehensive strategies.

SCHOOL RENEWAL - We will optimize opportunities to invest in improved school facilities.

PARTNERSHIPS - We will strengthen our collaboration with new and existing community partners to enhance opportunities for students.

HWDSB *Reimagined*



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To enhance student learning
through the co-operative efforts of parent, students,
staff members and others in the community.

Ministry of Education

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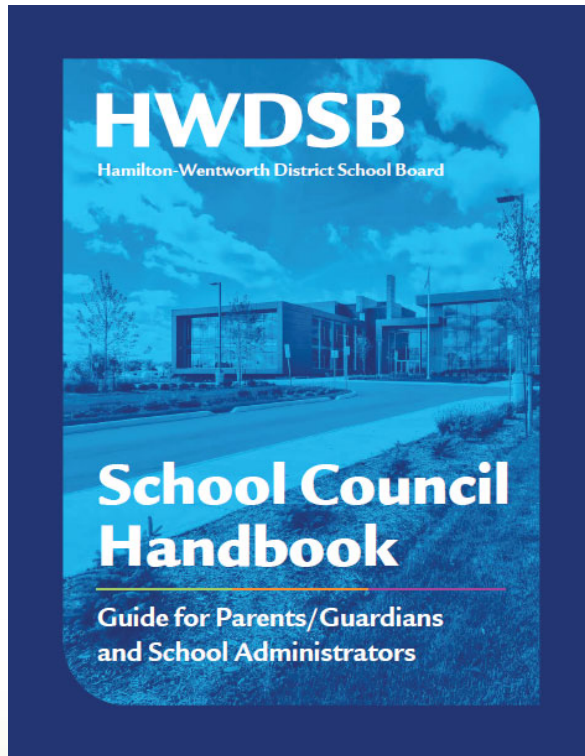
Parental involvement is one of the most significant factors contributing to a child's success in school. When parents are involved in their education, the level of student achievement increases.

Education Improvement Commission

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School Council Handbook Link:

<https://hwdsb.info/SchoolCouncilHandbook22-23>

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- School boards in Ontario are required to establish a school council for each school.
- These councils provide input to the principal or the board on any matter.
- The principal is ultimately responsible for activities related to the school and therefore is responsible for school council activities.

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Every school must have a school council and members include:

- Parents
- Principal
- Teacher from the school
- Student (in high schools)
- Non-teaching staff member
- One or more community representatives appointed by the council
- One person representing the Home and School Association at the school (if applicable)

The majority of members must be parents and the chair must be a parent.

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- School councils are governed by Ontario Regulation 612, which sets out the purpose, membership and election requirements for school councils.
- Under section 2(1), the purpose of the school council is “through the active participation of parents, to improve pupil achievement and to enhance the accountability of the education system to parents.”

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- Advise the principal and, where appropriate, the school board. Note: Once voting membership is established, school council must have quorum to vote. Quorum is 50 per cent of the voting membership plus one.
- Place student interests first
- Support school success planning goals
- Encourage parent and community involvement
- Promote positive attitudes towards public education

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- The school council chair is a parent/guardian who is not employed by the school board.
- The school council chair is elected annually and, in addition to performing the same duties as other school council members, is responsible for the following:
 - Arrange and chair meetings
 - Prepare meeting agendas (in consultation with the principal). Post the agenda on the school website 48 hours before the meeting and circulate to school council membership.
 - Ensuring meeting minutes are recorded and maintained. Minutes should be shared with the larger school community after approval by the school council at the subsequent meeting. The chair and principal should approve the minutes before they are brought forward to the meeting for approval.
 - Facilitate the resolution of conflict
 - Communicate with the principal on behalf of the council. *Note: HWDSB will provide each school council chair with an email address. Principals will provide information about this email account to the chair after the election of the chair within the first 30 calendar days of the school year.*
- A school council's bylaws may outline additional responsibilities of the school council chair (e.g. acting as secretary or treasurer).

- Distribute material to school council members on behalf of the Board and Ministry of Education. This material should also be posted in an area accessible to parents
- Attend, support and promote council's operations, meetings and other activities. (A vice-principal may attend in a principal's place)
- Act as an important source of information on laws, regulations and Board policies and procedures including advising the council when they may be in breach of Board policies and procedures
- Solicit council's views; consider and respond to their recommendations
- May participate on committees of the school council
- Principal's do not vote on school council decisions
- Notify the community and post materials for parents (e.g., posting of school council meeting minutes on school website)

The principal must consult:

- School council on school policies regarding School Code of Conduct (if applicable), Appropriate dress for students (if applicable), and School plan for continuous improvement
- The principal may also wish to involve their school council and the community in conversations around a variety of other subjects
- The principal must report how this advice has been considered

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- A person is qualified to be a parent member of a school council if they are a caregiver of a pupil who is enrolled in the school.
- Ideally, the membership of the school council will reflect the diversity of the school community.
- Caregiver membership is not restricted to any number of caregivers; however, the number of caregiver members on the council should be stipulated by a school council bylaw.
- An HWDSB employee cannot be a caregiver member on the council of their child's school if they are employed at that school.
- If an HWDSB employee is employed elsewhere in the board, they can be on council if they take reasonable steps to inform people qualified to vote in the election of caregiver members of their employment.

What to do:

- Pre-election
- During the election
- After the election

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Many school councils are active in fundraising activities in the name of the school and, as such, are required to conform to the appropriate sections of Regulation 612 in the Education Act that deals with fundraising issues.

1. Ownership of School Council Funds
2. Banking Procedures
3. Financial Reporting Requirements
4. Record Retention

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- Each year, HWDSB provides every school council with \$500.
 - To support School Council operations and running an effective council
 - To help encourage and increase parent involvement. Parents are important members of the education system and their involvement is crucial.

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- A strategic roadmap in each school, guided by HWDSB's Strategic Directions
- Supports the changes needed to improve:
 1. Level of student learning and achievement
 2. Students' sense of belonging and well-being
- Helps principals, teachers, and school councils answer important questions:
 - What is the most urgent student learning need to focus on?
 - What needs to be addressed to improve student well-being?
- Uses, and is informed by, reliable student achievement data to determine and respond to student need
- Engages the public and hold schools accountable for student success through which it can measure improvement
- Involves all stakeholders – teachers, school councils, parents, and other community members – to gather and analyze information about the school/students and determine areas of focus
- Schools continue to gather data and monitoring impact of strategies and measuring the impact of the success of their improvement and making revisions as needed

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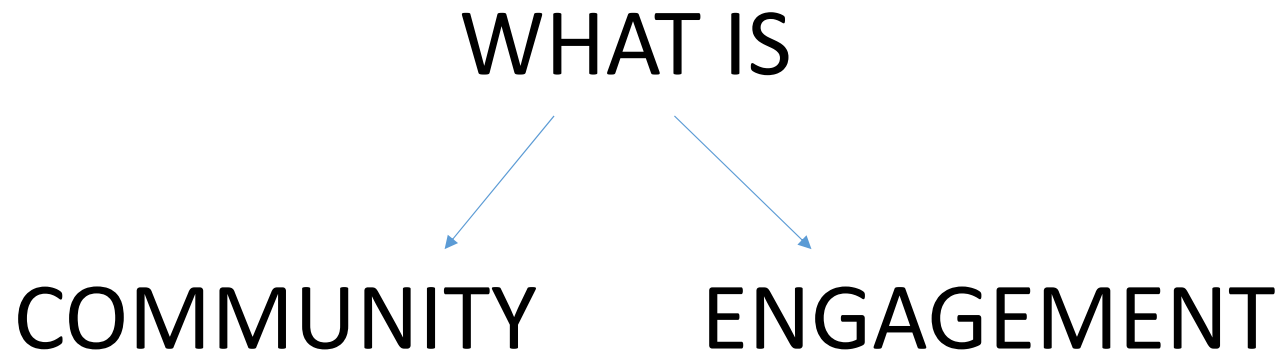
Important Questions:

1. What is community engagement?
2. Who/what is your school community?
3. Why do we engage?
4. How can we foster equity and inclusion in engagement?

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“Citizens engaged in inspired actions as they work and learn together on behalf of their communities to create and realize bold visions for the future”

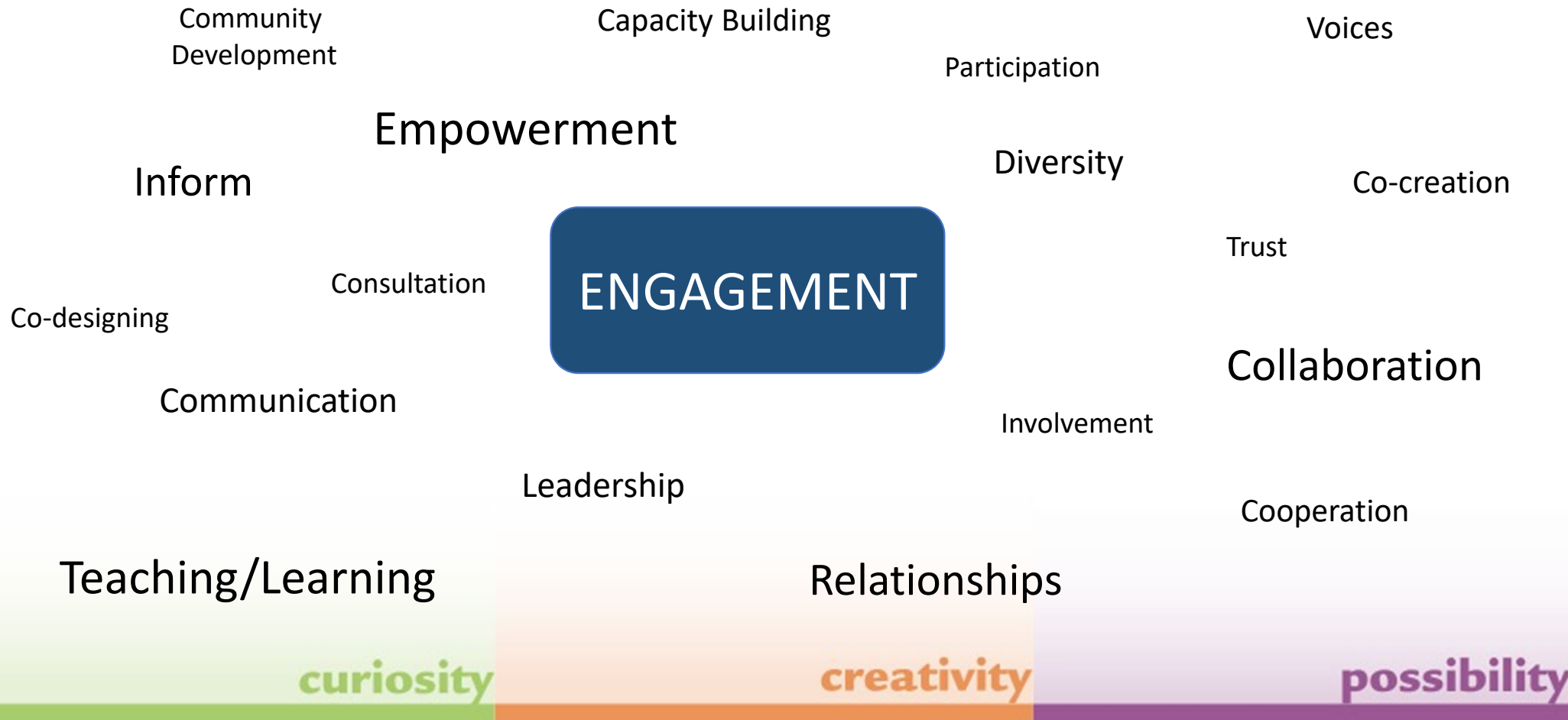
– Tamarack Institute

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Who/what is your school community?

PEOPLE

ASSOCIATIONS

PHYSICAL

ECONOMY

INSTITUTIONS

HUMAN SERVICES

TRANSPORTATION

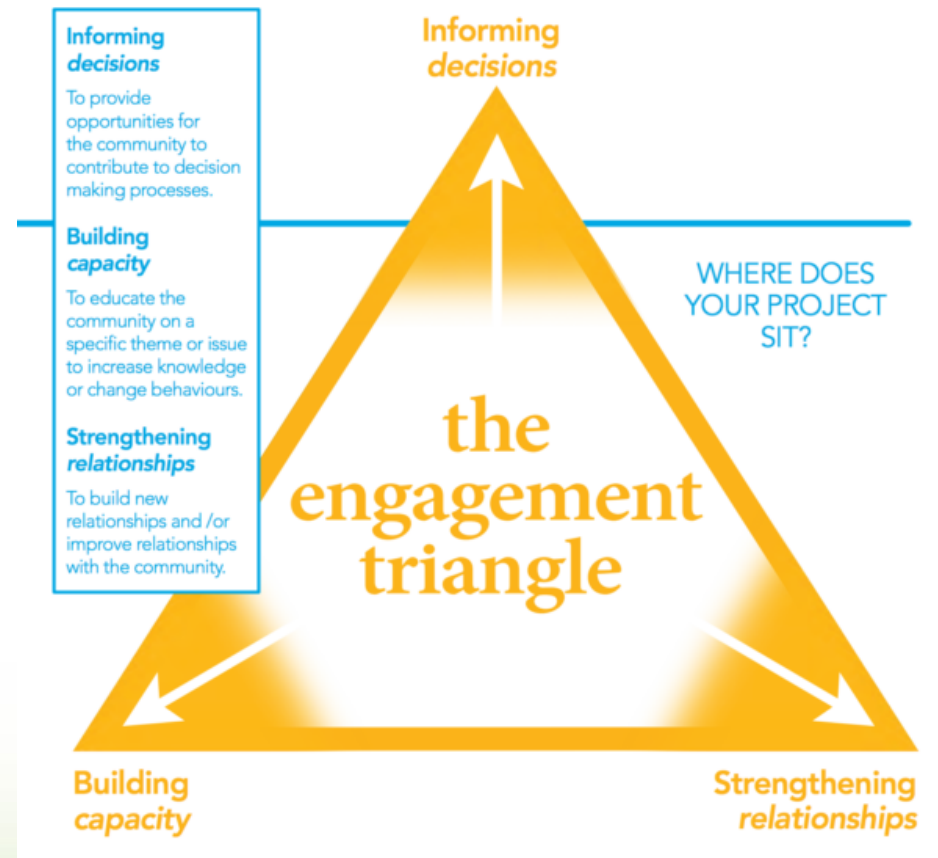


www.stalbert.ca/cosa/leadership/council/mayor-messages/managing-assets/

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Think about:

1. **Communication** – knowing the demographics of the school community will help determine a communication plan
 - **Language** – does the language used in outreach communication meet the language and reading needs of our community?
 - **Varied communication methods** – newsletters, social media, school sign
 - **Connection with community organizations**
2. **Meeting Dates & Times** – be aware of days of religious significance
 - Are there alternative opportunities for input from groups and individuals who are unable to attend events and activities that are scheduled at a specific time?
 - What barriers might exist? (E.g. time or location of meeting, childminding available, agenda reflecting the needs of the community, etc.)
3. **Meeting Locations**
 - What barriers might exist at your meeting locations (e.g. Accessibility)?
 - Does your community feel safe in your meeting space?
 - Hybrid vs. In-person
4. **Build Relationships** – know your community
 - Ensure we are not only working with groups when we "need something"
 - Trust is key to strong relationships

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Tips for Communicating School Council Meeting Dates and Agendas:

- Include details in the monthly calendar on the school newsletter
- Include on the school sign
- School website – highlight meetings as well as council's activities and accomplishments
- Caregiver engagement evenings based on areas of interest identified by caregivers
- Set up table at school events (Kindergarten Orientation, Open House, etc.)
- Social media
- Share the annual School Council Report with the community

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What communications methods have you used to engage parents at your school?	What was the most effective communications tool you used to reach your parents?
<ul style="list-style-type: none">• Email, school handbook, school website• Minutes posted in the office, or online• Monthly school calendars• Morning announcements• Newsletters (online or print)• Letters or flyers sent home with youngest child• Newspaper or radio• School sign, Synrevoice• Council member attending Kindergarten info day• Social media like Facebook or Twitter• Magnets or other handout items• Open house events• One-to-one communications	<ul style="list-style-type: none">• Surveys (online or print)• Personal phone calls/Synrevoice• Email• Flyers and posters• Agendas• Website• Outdoor school sign• Letters home with children (report cards)• Electronic newsletter• Personal invitations to Meet the Teacher, Open House, Grade 8 Night, etc.• Parents Reaching Out grant initiative

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School Council Successes

School Council and COVID-19 Pandemic

- Lessons Learned
- Overcoming Challenges

School Council Activities related to Achievement and Well-Being

How School Councils used their \$500 Allocation

Communication Strategies

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*Communication builds positive relationships with parents, guardians, and caregivers.
We want you to be well informed and knowing what to expect.
We want staff to know how, what and when to communicate.*

HWDSB's Communication Standards Apply to all Schools

HWDSB is committed to fostering a culture of human rights, equity and inclusion. We offer learning and working environments that are welcoming, respectful, and free from discrimination and harassment.

HWDSB's Response to Inquiries

- Responses will be communicated within 2 business days during working hours
- Staff follow the Right to Disconnect procedure to maintain healthy work life boundaries
- HWDSB is committed to listening and establishing clear, fair, and effective processes to build an environment where human rights are upheld

How you can support Communication Standards:

- Ensure phone number and email is current at your school
- Secure passwords for HWDSB Platforms
- Frequently visit platforms to learn what is new
- Provide feedback at the class, school or board levels
- Navigate general and Human Rights concerns using Addressing Concerns @HWDSB resources

Expected Topics and Examples

You will receive communication on **expected topics**. *How?* Telephone, email, or mail.

Emergency communications may occur after hours.



Student progress



School closures



Student
attendance



Injury or harm



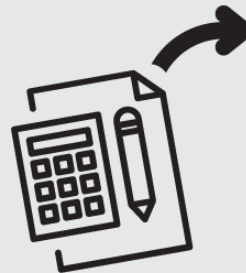
Specialized Services



Safe Schools
reporting



Secure School
response



Class relocation



New educator
or principal



Major construction

Additional Topics and Examples

You may receive communication on **additional topics**. *Where?* Websites, Parent Portal, MS Teams, or on social media.



Accessibility
disruptions



Transportation
delays



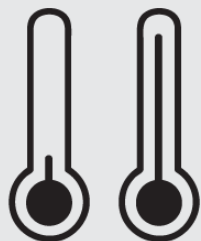
Power outages



Routine fire alarm



Phone and
internet down



Cold and heat
alerts



Program
transitions



And so much
more!

Learn more at
www.hwdsb.on.ca



Questions?



- Thank you!
- Email will come by Friday
- Post-event questionnaire
- Important links to School Council resources



Now the time has come where you will
all listen once again to the thanksgiving
address. Now is the time for the
unbinding of our minds.

We send greetings and thanks
With our gathered one-mind
For our on-going Peace
To all of humankind,

To our Mother the Earth,
To the waters that flow
To corn, beans and squash
The sisters -we grow.

To the plants that are fruit
To the medicines too,
To the 4-legged animals
For all that you do.

To the sweet water maple
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To all frontline workers
We need you to feel
Our greetings and thanks
As you help the world heal.

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These words are now done
But our thanks will continue
And our minds are now one.

HWDSB



Thank You!

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