



Grand Erie Parent Involvement Committee Terms of Reference

Grand Erie Parent Involvement (GEPIC) Committee Terms of Reference <https://www.ontario.ca/laws/regulation/R00612>

1.0 Statement of Purpose and Responsibility

1.1 The purpose of a Parent Involvement Committee is to support, encourage and enhance engagement at the board level to improve student achievement and well-being.

A parent/caregiver involvement committee of a board shall achieve its purpose by:

- (i) sharing effective practices to help engage all parents/caregivers in their children's learning,
- (ii) identifying and reduce barriers to parent/caregiver engagement at the system level,
- (iii) providing information and advice to the board on parent/caregiver engagement, and
- (iv) communicating with and supporting school councils of schools of the board.

2.0 Committee of the Composition

2.1 The GEPIC committee shall be composed of:

- (i) School Council Chairs representing 72 schools
 - Parent/caregiver member(s) must pupil enrolled in a school of the Board.
- (ii) A parent/caregiver to be recommended by the Special Education Advisory Committee
- (iii) A parent/caregiver to be recommended by the Native Advisory Committee /Indigenous Education Advisory Committee.
- (iv) Community members (a maximum of three)
- (v) The Director of Education/Designate
- (vi) Two Trustees
- (vii) Manager of Communications and Community Relations or Superintendents of Education
- (viii) Two Principals and/or Vice Principal(s) – elementary and secondary
- (ix) Optional GEPIC members may include: one elementary teacher, one secondary teacher, one non-teaching board employee.

3.0 Committee Operating Procedures and Scope:

3.1 The GEPIC Committee will:

- (i) share effective practices to help engage all parents/caregivers in their children's learning,



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- (ii) identify and reduce barriers to parent/caregiver engagement at the system level,
- (iii) provide information and advice to the board on parent/caregiver engagement.
- (iv) communicate with and support school councils of schools.
- (v) determine, in consultation with the Director of Education, how ministry funding, if any, for parent/caregiver engagement initiatives is to be allocated
- (i) operate using a consensus model or entitled to vote– by parent/caregiver and community representative members
- (ii) select a Chair/Co-Chair(s) by the committee and must be a parent/ caregiver representative. The Chair/ Co-Chair(s) will be selected at the first meeting of each school year.
- (iii) Staff representatives will provide information, support and direction as requested by the committee. In addition, staff liaisons will facilitate the work of the committee as requested.
- (iv) GEPIC may solicit and take into consideration the advice of school councils and parents/caregivers of students enrolled in schools of the board regarding matters under consideration by the committee.

4.0 Role of the Board:

- 4.1 Appoint two Trustee members.
- 4.2 Support the work of the committee.
- 4.3 The board may solicit and take into consideration the advice of GEPIC regarding matters that relate to improving student achievement, well-being and belonging and respond to any recommendations from GEPIC.

5.0 Meetings

- 5.1 GEPIC shall meet a minimum of four times in each school year.
- 5.2 A GEPIC meeting cannot be held unless,
 - (i) a majority of the members present at the meeting are parent/ caregiver members.
 - (ii) the director of education, or the person designated under subsection 46(1), is present
 - (iii) the member of the board who sits on the committee, or the person designated under subsection 46(2), is present.
- 5.3 All meetings of GEPIC shall be open to the public and shall be held at a location that is accessible to the public or virtually to include a livestream.

6.0 Reporting

- 6.1 A report on the work of the committee shall be presented at GEPIC annually.
- 6.2 Minutes will be taken at all meetings and available on the website and included in Board meeting packages received as information.