

Parent Involvement Committee Meeting Minutes – April 9, 2026

Public Meeting

Roll Call:

Trustees:	Staff:
B. Godkin (regrets)	K. Burra, Director of Education M. Blackburn, Assoc. Superintendent P. Allison, Consultant R. Parry, Consultant
Invitees:	Recorder and Producer:
V. Venditti, Co-Chair J. Clayton, Co-Chair and W.J. Holsgrove PS M. Redmond, Bayridge PS and BSS H. Somerville, Calvin Park PS (regrets) L. De Pauw, Centennial PS M. Rickey, EVS M. Foster, J.R. Henderson/FSS/Module de l'Acadie S. Bradley, Joyceville PS C. Scales, KSS M. Valente, LISS C. Bird, Module Vanier A. Ewart, Molly Brant ES S. Gratto, Storrington PS P. Bearse, Southeast Public Health	E. Smith, Admin. Assistant M. Christopher, IT

1. Welcome

- Co-Chair Venditti called the meeting to order.
 - Co-Chair Venditti welcomed everyone and invited Co-Chair Clayton to provide the Land Acknowledgement with the group.
 - Attendance/Regrets: PIC Rep. Somerville (Calvin Park PS) and Trustee Godkin sent regrets.
 - Declarations of conflict of interest: S. Bradley declared conflict of interest in connection with Before and After Care (left the room).
 - Co-Chair Venditti reviewed meeting norms.
- Housekeeping items:** All attendees must sign in with name, role, and school (or organization for community members). When speaking, identify yourself by name, school, and role for accurate record keeping.

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Engagement and conduct: Maintain respectful and professional behavior during discussions. Allow speakers to present without interruption; encourage constructive and courteous dialogue. PIC and the Board are allies working collaboratively for students and the school community. Keep discussions community-focused, avoiding personal stories. Stay on topic; changes in agenda template were made to help maintain focus and respect everyone's time.

New Topics and Motions: Only appointed PIC representatives may bring forward new topics or motions. Items should be submitted via email to PIC Co-Chairs or during agenda call-outs before meetings. Time-sensitive items may be requested for addition on the day, subject to group approval.

Guest Participation: Guests may observe and ask follow-up questions on presented topics. Guests cannot introduce new items; they must email PIC Co-Chairs or go through their school PIC Rep.

Quorum and Voting: Decisions require quorum; voting privileges are limited to PIC representatives. Voting items will be announced in advance to ensure participation.

Conflicts of Interest: Disclose any potential or perceived conflicts for notes.

Goal: Create a meeting environment that is respectful, transparent, and productive for all participants.

- Co-Chair Venditti informed that Assoc. Superintendent Gollogly is away today and that Assoc. Superintendent Blackburn is representing the Board in her place.
- Co-Chair Venditti confirmed that in the absence of any Trustee, this meeting will be an informational session only, i.e. decision(s) cannot be made, motion cannot be submitted.

2. ADOPTION OF THE AGENDA

2.1 The agenda was adopted as presented.

3. APPROVAL OF MINUTES

3.1 Approval of PIC Meeting Minutes from February 5, 2026, deferred to next meeting.

4. Presentations

M. Blackburn, Assoc. Superintendent, presented an overview of Limestone DSB's Artificial Intelligence (AI) journey, including the development of AI guidelines, educator resources, pilot programmes, and digital literacy modules, with a focus on supporting students, educators, and families in navigating AI and digital citizenship. M. Blackburn introduced Paul Allison and Ryan Parry as key members of LDSB AI team as well as system leaders in their roles as STEM Consultant, Tech-enabled Teacher and Learning Partners.

AI Guidelines and Foundations: M. Blackburn explained that foundational work last year led to the creation of AI guidelines for Limestone, focusing on ethical use, accessibility and equity, teaching and learning, enhancement and improvement, and protection and privacy. These guidelines underpin all current and future AI-related initiatives in the district.

Educator Resources and Pilot Programmes: P. Allison described the LDSB SharePoint resource for educators, which introduces AI fundamentals, provides practical classroom resources, and supports AI literacy. A pilot group of 40 educators across elementary and secondary schools is trialling AI tools such as Wayground, Brisk, and Microsoft Copilot, with a cautious, centralised rollout to gather use cases and feedback before broader implementation.

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Digital Literacy Modules: R. Parry outlined the new digital literacy modules, which are being released in stages from kindergarten to senior grades. These modules cover digital citizenship, security and privacy, and artificial intelligence, aiming to build safe, kind, and responsible digital citizens. The content is developmentally appropriate and embedded throughout the school year.

AI, Mental Health, and Symposiums: P. Allison announced upcoming AI digital literacy and mental health symposiums for grade 7 and 8 students, focusing on digital balance, media literacy, and ethical AI use. Sessions will address the impact of technology on mental health, strategies for critical consumption of media, and practical uses of AI for executive functioning.

Family and Caregiver Involvement: M. Blackburn encouraged families to engage with their children about AI use, ask critical questions, and support the development of critical thinking skills. Caregivers are seen as partners in helping students evaluate AI outputs and use technology responsibly. M. Blackburn thanked everyone for their time and invited any questions.

A question was asked about how many educators are participating in the pilot program? M. Blackburn informed that 40 educators are participating in the pilot, representing a cross-section of elementary and secondary roles across Limestone. Participation is centralized this year due to licensing and release time considerations, with plans to expand after learning from the pilot.

PIC Rep. Rickey raised a question regarding the use of AI tools in classrooms and communication with parents. It was noted that there is no board-wide rollout of specific AI tools, though schools are gradually exploring options such as Microsoft Copilot, and educators are expected to inform families when AI is used for instructional purposes.

PIC Rep. Ewart raised a question regarding the selection of participants for the AI pilot program. It was clarified that participation was voluntary, represents a cross-section of schools and communities, and that pilot feedback will be considered alongside broader research to support responsible and ethical decision-making.

PIC Rep. De Pauw raised a question regarding the potential impact of AI on children's brain development. It was noted that research is still emerging, age restrictions apply to AI tools, and that AI use with younger students is focused on educator-designed learning rather than direct student interaction with AI platforms. A follow-up question was raised by PIC Rep Ewart regarding whether developmental age is considered when determining student access to AI tools. It was noted that this has not yet been formally factored into guidelines, and the feedback will be shared with the AI team as system guideposts continue to be developed.

PIC Rep. Foster raise a question regarding the implementation of digital literacy modules and professional learning related to AI. It was noted that the modules are curriculum-aligned and intended to be embedded throughout the school year, and that educators are supported through ongoing professional learning, including pilot micro-credentialing and system professional activity days.

5. BUSINESS ARISING FROM PREVIOUS MEETING

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5.1 BASP Correspondence – Co-Chair Venditti recalled that an invitation was issued for interested parents to form a working group to review Before and After-School Programming (BASP) and develop recommendations for PIC. Correspondence was included in the agenda package.

PIC Reps. De Pauw and Ewart and other subcommittee members provided an update on the working group addressing before and after school care, highlighting systemic gaps, recent developments, and the drafting of recommendations for the board, with ongoing challenges in coordination and outreach.

The subcommittee was formed to address concerns about limited before and after school care, particularly for kindergarten students. The group faced difficulties in meeting due to scheduling and outreach challenges, especially in rural areas.

PIC Rep. De Pauw reported that the City of Kingston's (the City) service system plan lacks adequate provisions for school-age children, especially kindergarteners, and only covers care during the school year and not school breaks. The City maintains that school-age childcare is the school board's responsibility, leading to confusion and gaps in service. The group identified that legislative requirements for new schools to include childcare centres have led to uneven distribution of care, with some schools having high access and others closing programmes due to staffing shortages. There is also a lack of systematic data and coordinated planning across service providers. A draft letter was prepared to recommend that the Board and Trustees collaborate with the City of Kingston and other stakeholders to clarify roles, gather data, and set measurable goals for improving childcare access. The group discussed the scope of PIC's advocacy, agreeing to focus on recommendations to the Board while encouraging family advocacy with the City of Kingston. Members were encouraged to review the draft recommendations and provide feedback before the next meeting, where a motion may be made. Additional outreach to rural areas and Lennox and Addington is planned to ensure broader input.

Co-Chair Venditti acknowledged PIC Rep. De Pauw's contributions and her advocacy on behalf of the wider community.

PIC Rep. De Pauw also noted that an update was provided on system-level work related to before and after-school care. It was noted that Superintendent McDonnell has been leading a review, and PIC members were asked to provide input on a family engagement survey. The Board's current plan is to collect data on an annual basis to support planning for before and after-school care for the following school year. This approach will improve understanding of parent demand and identify gaps in service; however, it does not address ongoing challenges such as shortages of Early Childhood Educators (ECEs) or the uneven distribution of care across school boards. Reference was made to a presentation delivered in November, which outlined plans for information-gathering and system planning related to school-age child care. It was noted that additional information is expected to be shared with the committee as this work continues to evolve.

Assoc. Supt. Blackburn noted that the draft correspondence prepared by the Co-Chairs reflects a strong effort to capture the concerns raised. PIC's role as an advisory body was reaffirmed, with its mandate

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being to make recommendations to support the Board. The next appropriate step was identified as engaging directly with the Board, while encouraging collaboration with external partners where appropriate. As the discussion was informational only, members were encouraged to review the draft letters in advance of the next meeting, with the intention of bringing forward a motion at that time to seek consensus to share the correspondence with the Board. Members were also invited to email the Co-Chairs with any questions or suggested additions for consideration prior to finalization.

5.2 Recommendation for parental involvement on Board committees - Draft recommendations were reviewed to address previous discussions on parental involvement in Board and Board-related committees. Background materials included prior correspondence with Director Burra and related responses, which were used to identify opportunities for parent participation. It was noted that some improvements had already been implemented, including updates to information on the Limestone website. Members were encouraged to review the materials and provide any feedback to the Co-Chairs; the discussion was informational only.

PIC Rep. De Pauw commented favourably on the proposed idea of having parents serving on Board or Board-related committees report information back to PIC, noting this would support information-sharing and broader parent input. As the item was informational, no vote or decision was taken.

5.3 Bill 33 information – Co-Chair Venditti mentioned information about a perceived opportunity to provide feedback on Bill 33; upon review it was discovered that the feedback link had closed prior to the PIC meeting. An apology was offered for any confusion, as the original information received by PIC did not indicate a cutoff date.

5.4 LDSB and PIC collaborative initiative – Co-Chair Venditti noted that, at the previous meeting, PIC discussed the possibility of a future Limestone–PIC collaboration as an opportunity to utilize remaining PRO grant funding. A topic was suggested related to increased concerns about student online activity and the need for greater parent awareness of associated risks. It was shared that the originally intended speaker was unavailable, and alternative options were explored but not confirmed. Further information will be provided as it becomes available.

6. Chair's Report

Co-Chair Venditti informed that an unofficial, informal meeting was held in March to allow additional time for deeper discussion on select topics. Participation was voluntary; a small but engaged group attended. The meeting was described as highly effective, with open, meaningful dialogue and strong engagement.

The group discussed the third Community Representative seat outlined in the PIC bylaws, including whether it should be filled at this time. Various potential community groups and organizations were considered (e.g., community service organizations, Indigenous organizations, food-sharing programs, youth-focused initiatives).

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Discussion focused on:

- Appropriateness of certain organizations serving as standing community representatives versus participating as guest speaker.
- Existing involvement of some organizations in other committees and whether that would result in overlap.
- Capacity and commitment level required for a community representative role.
- The group agreed that while the suggested organizations were valuable partners, inviting them as guest presenters may be a better fit than filling a permanent community seat.
- The group agreed to leave the third Community Representative seat vacant for now, particularly given the timing late in the school year.
- It was noted that under the bylaws, the vacant seat could be used in the future by a past PIC Chair who no longer has a child in Limestone but is willing to continue supporting PIC.
- The group agreed to revisit the question in the future if circumstances or needs change.

Co-Chair Venditti informed that PIC members were sent the draft survey and supporting documents, with instructions to send feedback to the PIC Co-Chairs inbox. Assoc. Supt. Blackburn clarified that the feedback is being collected over a period of two weeks. The survey aims to collect input on family engagement, before and after school care, and other relevant topics. Director Burra clarified that the survey will be distributed in early May. Members are encouraged to help publicise the survey to ensure a strong response. The survey results will inform PIC's support for School Councils, collaboration with the Board, and identification of areas for improvement in family engagement and childcare provision.

Co-Chair Venditti informed that the next Provincial PIC Ministry meeting is on May 12, no agenda or specific details are available at this time. She noted that some PIC groups are attempting to connect in advance of the meeting, though the purpose of these discussions is currently unclear. She suggested that this activity may be related to upcoming provincial legislation, including Bill 33. While the formal consultation period for Bill 33 may have closed, Co-Chair noted that new legislation is expected to be introduced soon. If regulations accompany the legislation, additional consultation periods typically follow. PICs may therefore have future opportunities to provide input.

Any relevant or confirmed information coming from the Provincial PIC or Ministry will be shared with members once available.

A bylaw review is underway, with a draft to be shared by the end of the month for approval at the final meeting of the year. Members were invited to participate in the review process.

Preliminary discussions have taken place regarding updating the Limestone DSB PIC webpage to improve clarity, relevance, and usefulness. The intent is to enhance content to better support:

- Understanding of PIC's role and purpose
- Engagement and accessibility for families.

The idea of creating a PIC engagement/promotional video was revisited. The proposed video would provide an overview of PIC and include parent representatives sharing why they are involved. Plans are

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being made to create a PIC engagement promotional video, with support from the Board's Communications Team. If produced, the video could be shared early in the school year as a parent engagement and awareness tool. Participation from PIC representatives would be required; numbers and format are still to be determined. A script and concept will be developed, and members may be invited to participate at a future date.

Co-Chair Venditti introduced transition planning and invited members to review reference materials provided, including the appendix outlining the Year 1 PIC Co-Chair roles and responsibilities. Attendees were encouraged to review the role expectations and consider whether they may be interested in a leadership role for the coming year.

The idea of conducting an end-of-year feedback survey for PIC members was also revisited, as a way to gather input on members' experiences during the year.

Co-Chair Venditti noted that the final scheduled PIC meeting for the year will take place in May. Space has been tentatively held to consider whether a collaborative meeting may also be held in June, similar to the informal session held earlier in the spring. No decision was made at this time. The topic will be revisited at the May meeting to gauge interest.

Members were advised that PIC shared a post on its public page promoting an upcoming Food Sharing Project fundraising event. PIC received a request to help share information about the event. Additional details will be circulated by email for members to share with their school communities.

The event was highlighted as a fundraiser supporting student access to healthy food, with proceeds supporting students across KFL, Limestone, Algonquin, and the French boards.

Members were encouraged to:

- Attend the event on May 2, 2026
- Share event information within their school communities
- Consider supporting the event by contributing silent auction items (e.g., gift baskets or gift cards) through parent councils, where possible.

PIC Rep. Bradley informed the members that the City of Kingston Civic Awards nominations are open until May 1, 2026. Awards recognize volunteers, including elementary, secondary, and post-secondary students, with recipients acknowledged by the Mayor. Information has been shared on the PIC public page, and members were encouraged to consider nominating students involved in volunteer work.

7. Board and Trustee Updates

7.1 Superintendent/Director Update

Assoc. Superintendent Blackburn thanked Co-Chair Venditti for her report and briefly introduced himself as a supervisor for the LCVI and LSS Family of Schools in addition to the Katarowki Learning Centre. His portfolio also includes Integrated Technology Services, Artificial Intelligence, Continuing Education and International Education.

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The Family Engagement and Climate Survey team would like to thank PIC for their guidance and thoughtful feedback in shaping the survey. The survey will be open to families from May 1 to May 11, and it will be shared via email and paper copy.

Last evening, KSS partnered with J.G. Simcoe families for the Seeds to Soup event. A bus transported families from J.G. Simcoe to KSS, where participants learned about how food is grown. Everyone enjoyed a delicious soup and received seeds, soil, and a flower box to help them start growing their own food at home.

PIC Rep. Rickey shared positive experiences with digital learning tools, specifically Knowledgehook, used to support student math learning; and inquired about summer access to that tool and whether families are adequately informed about available programmes. Assoc. Supt. Blackburn informed that licences typically extend through the summer. It was acknowledged that increasing family awareness and communication about available digital learning tools remains an important goal. Feedback from the discussion will be shared with the Math Team to support ongoing planning and communication. Confirmation regarding summer access to the program will be followed up separately.

PIC Rep. Ewart raised concerns regarding inconsistencies in how digital literacy programs (e.g., Lexia) are used across schools. Director Burra clarified that Lexia includes different components, some of which are targeted specifically to multilingual learners and students requiring additional literacy support. In terms of other licenses, these tools come with different costs. Therefore, licences are allocated as equitably as possible, based on factors such as: student needs, school data (e.g., EQAO), available instructional supports within schools. As a result, some schools receive more licences than others. The PIC Representative further clarified that the concern was not about the number of licences, but about differences in expectations and permissions between schools once a licence is assigned (e.g., one school allowing home use, another restricting it). The feedback was received as a fair and important point, and it was indicated that the concern would be taken back for further consideration, particularly around consistency and clarity for families.

PIC Rep. Rickey suggested that the schools provide families with a list of available programmes for summer learning to prevent learning loss. Director Burra shared that several times per year, general communications are sent outlining available resources that families can use to support learning at home. Co-Chair Venditti encourages members to continue discussions at the School Council level where councils can advocate for clearer, more consistent communication about learning tools.

7.2 Trustee Update(s) – no update.

8. Community Member Updates

8.1 Southeast Public Health (SEPH) – RN Bearse provided their update:

- The new Southeast Public Health website launched on March 31 at southeastph.ca

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- The KFLAPH.ca site does still exist for the time being, and has messages to redirect people to the new site but the old health unit website is no longer being actively monitored or updated moving forward and will be phased out.
- The French translated version of the new southeastph.ca website is being created and will be made available as soon as possible.
- The suspension day is April 14th for those students who are not compliant with the Immunization of School Pupils Act. Public Health would be missing information of some kind from the students record if they were not compliant. As discussed at the last PIC meeting the suspension period lasts 20 days or until the missing information is received.
- Many students actually have a complete record, but it is just not reported to Public Health. Health Care Providers do not automatically send the records to Public Health and it is the responsibility of the parent to submit it.
- If students need an appointment, they can make one with Public Health by calling or on our website (southeastph.ca - under the Clinics and Classes tab select Immunization clinics).
- If students have an appointment with the Health Care Provider, parents should ensure a record gets sent to Public Health afterwards, otherwise we won't know they've received their vaccines.
- If parents need an exemption, they should call Public Health (613-549-1232) and a public health nurse can help them with that process.

9. Working Group and Subcommittee Updates

9.1 Neurodiversity planning subcommittee – PIC Rep. Rickey had a request regarding the use of the Board Room on April 30, 2026, tentatively from 5:30–7:00 p.m., to host an initial meeting. Assoc. Supt. Blackburn suggested that the group may want to consider aligning the meeting with an existing community event taking place on April 29 (e.g., Neurovibes), which could:

- Increase visibility and attendance
- Reduce the need for families to attend on multiple evenings.

It was agreed that:

- Hosting a booth or information presence at the community event may be a more effective way to engage families than hosting a standalone meeting.
- Additional information about the community event would be shared by email to support planning.

9.2 2SLGBTQIA+ Focus Group – An update was provided regarding the 2SLGBTQIA+ Focus Group, which has not met during the current school year. Previous discussions included reviewing the group's purpose, objectives, and name, but no formal action has taken place. It was confirmed that, for the group to continue, a PIC-connected lead or participant is required.

A call for interest will be shared to identify a PIC representative willing to serve as the required connection. It was clarified that:

- Subcommittees associated with PIC must include at least one PIC representative but may include additional members from School Councils or the broader community.
- A PIC representative may serve as the official connection, even if another individual supports facilitation or coordination. Co-Chair Venditti reiterated that support will be provided where

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possible, but all initiatives rely on shared responsibility and volunteer capacity; any continuation or re-launch of the focus group would involve re-establishing scope and direction, potentially beginning in the next school year.

9.3 Before and After School subcommittee – discussed at the beginning of the meeting.

10. New Business - None

11. Collaboration/Questions/Open Floor - None

12. Next Meeting Date

Thursday, May 14, 2026, at 6 PM.

13. Adjournment

The meeting adjourned at 8:10 PM.

Unofficial Meeting

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