

PIAC Working Group REPORT

Working Group	Operational Effectiveness, Budget, BY-Laws and Strategic Planning
Date	January 11, 2024
Description/Objective	<p>Operational Effectiveness – Maintain and support the operational effectiveness of PIAC (Guidelines, Processes, Functions) - Ongoing</p> <p>Budget – To allocate an annual budget to align with strategic priorities. - Ongoing</p> <p>Establish a process for approving Working Group and Ad-hoc Committee budgets. Track, monitor, and report PIAC’s annual budget – Ongoing.</p> <p>Bylaws - Revise and update PIAC’s Bylaws as directed by the committee.</p> <p>[Ad hoc WG, which is formed for a specific task or objective and dissolved after the completion of the task or achievement of the objective.] - Ongoing</p>
Update	<p>Attendees: Zena S (Co-Chair), Andrew W (Liaise), Seema M (W18), Moosa (W19), Sarah A (co-lead), Kaydeen B (co-lead_</p> <p>Shanti Chand (W19) is no longer a PIAC representative and will no longer be a co-lead for the WG. She will be missed.</p> <p>Kaydeen Bankasingh (W8) and Sarah Ali (W2) are working group co-leads.</p> <p>Budget Items: finalizing 2023/24 budget for PIAC. WG leads have put their requests forward for specific actions for discussion and decision.</p> <p>General Meeting Agenda adaptation suggestion put forward at executive is up for discussion. Will table until next meeting.</p> <p>Communications: AODA compliance updates to the PIAC website and previously passed motions with approved</p>

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	<p>budget requests that were not completed during last school year are back up for approval.</p> <p>By-Laws: nominations processes and PIAC by-laws updates are up for review.</p> <p>Governance WG expansion to include other 'governance' working groups was meant to support PIAC towards action and prioritizing issues.</p> <p>Suggestion made when taking time to handle by-laws updates and strategic planning, we can opt for additional meetings or ad hoc committees for these areas of work. WG agenda can be developed to prioritize focussed work at the time.</p> <p>Budget: PIAC Budget for 2023-2024 is \$44,252</p> <ul style="list-style-type: none">● Current Position: Revenue - \$43,721 Actual Paid Expenses - \$530.37 <p>Requests - \$30,000 (Events) Motion Passed</p> <p>Projected Requests: Communications - \$12000 \$2000 fixed expenses / \$10,000 for consultants School council: \$11,000 allocation for \$500 per ward to encourage engagement and support for PIAC reps to attend schools and initiate community engagement. Opportunity to collaborate more closely with Trustees to engage school communities</p> <p>Subscriptions: Zoom - \$400 (maintain one ZoomPro account to support our meetings as we transition to MSTeams)</p> <p>Strategic Planning/Orientation: scheduled for January 2024 Costs are coming from PIAC administration budgets</p> <p>By-Laws: <ul style="list-style-type: none">● By-laws are up for review and update</p>
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	<ul style="list-style-type: none"> ● By-law regarding outgoing PIAC Co-Chair <p>WG would like to request that monthly meetings be increased to 90 minutes on Thursdays 7:00pm-8:30pm. Will cause overlap with Communications.</p>
Motion(s)	<p>Make the recommendation for members to approve requests for \$13, 400 for the following requests:</p> <p>Communications - \$2000 \$2000 fixed expenses to cover recurring communication expenses School council: \$11,000 allocation for \$500 per ward to encourage engagement and support for PIAC reps to attend schools and initiate community engagement. Opportunity to collaborate more closely with Trustees to engage school communities Subscriptions: ZoomPro Account - \$400 maintain one ZoomPro account to support our meetings as we transition to MSTeams</p> <p>Based on April variance report if there is under spending the following initiatives will proceed: \$5,000 for communications: initiative to update PIAC website (AODA compliance) \$5,000 for school council support: consultant hire for SC email upgrades \$5,000 for further Strategic Planning work for 2023/24 school year</p>
Question(s)	
Next Steps and Action items	Return at next month's meeting to finalize co-leads and prioritize agenda items for discussion
Co-lead(s) <i>(Name and Email Addresses)</i>	Kaydeen Bankasingh W8 (kdeen.banks@gmail.com) Sarah Ali (W2)
Working Group Members <i>(Name and Email Addresses)</i>	Andrew Waters (Liaison) Alice Romo (W7) Bruce Oyelowo (W10) Mohammad Yousuf (W15) Moosa Alloo (W19)

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