

## PIAC Working Group REPORT

<b>Working Group</b>	<b>Operational Effectiveness, Budget, BY-Laws and Strategic Planning</b>
<b>Date</b>	<b>February 8, 2024</b>
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), Jun (W13), Yusuf (W15), Chris L (W20), Sarah A (co-lead), Kaydeen B (co-lead) Regrets: Mercy (W6)</p> <p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>● Budget Items follow-up</li> <li>● Strategic Planning committee leads and starting the process</li> <li>● General Meeting Agenda: revising to reorder working groups priorities</li> </ul> <p><b>Budget items for follow up:</b> Will put forward another request for the budget variance reports to the current month and moving forward on a monthly basis.</p>

## PIAC Working Group REPORT

Report is critical to providing budget updates and to make further recommendations through the remainder of the school year.

### **School Council allocations:**

As the WG prepares to implement the rollout of local ward events host by PIAC reps, we offer the following suggestions to support our budget recommendations for the remaining school year:

1. Expressions of Interest: working timeline for all ward reps to submit an EOI to host an event–March 30, 2024
2. Suggest a potential deadline to host events and spend funds–May 31, 2024
3. 2024 as a pilot year to assess successes, challenges and make budget recommendations for next school year

### **Strategic Planning:**

We are excited to announce that Jun Zheng and Mercy Charles have stepped forward as co-leads for our Strategic Planning WG.

#### Supporting documents:

There are minimal strategic planning documents dated 2020. If anyone has existing documents, presentation slides and action plans available for this period, please share with the co-leads.

Strategic planning kick-off meeting will happen:  
Monday, March 18 6:00-7:00 pm.

#### By-Laws:

Andrew presented a review of Robert's Rules for our discussion and creating consistent processes for meeting decisions, recommendations and motions.

We will continue to discuss as we undertake a review of PIAC by-laws for 2024.

## PIAC Working Group REPORT

	<p><b>General Meeting Agenda:</b>          We have heard from members that there is interest in revising or re-arranging the general meeting agenda to prioritize working group items for discussion and collaboration. Will make the recommendation to executive team to consider a 3 month pilot of an adapted General Meeting agenda.</p>
<p>Motion(s)</p>	<p>No motions at this time</p>
<p>Question(s)</p>	<p>Can we be provided with a monthly variance report to support our budget conversations? Who do we follow up with?</p> <p>May we get an update on the renewal of the PIAC ZoomPro account, the final cost and the proper login information? Can working group leads be granted access to open zoom meetings as needed?</p> <p>Will permit costs need to be paid to host ward events at local schools?</p>
<p>Next Steps and Action items</p>	<p>Provide support to new co-leads at the strategic planning WG and the launch of this work on March 18.</p>
<p>Co-lead(s)  <i>(Name and Email Addresses)</i></p>	<p>Kaydeen Bankasingh W8 (<a href="mailto:kdeen.banks@gmail.com">kdeen.banks@gmail.com</a>)          Sarah Ali (W2) ( <a href="mailto:sarah.piac@gmail.com">sarah.piac@gmail.com</a> )</p>
<p>Working Group Members  <i>(Name and Email Addresses)</i></p>	<p>Andrew Waters (Liaison)          Erin Clarke (W1)          Mercy Charles (W6)          Alice Romo (W7)          Bruce Oyelowo (W10)          Jun Zheng (W13)          Mohammad Yousuf (W15)          Seema Mitchell (W18)          Moosa Alloo (W19)</p>