

PIAC EVENT WG Meeting Notes

Working Group	Event - School Councils. Ready. Set. Engage!
Meeting Date	Wednesday, December 11, 2019.
Description/Objective	<p>A day at Earl Haig SS with School Council members and parents learning, networking and celebrating</p> <p>Reserved Date: Saturday, November 16, 2019. Program Time: 9 am to 3 pm Check-In Time starting 8 am Location: Earl Haig Secondary School 100 Princess Avenue, Toronto, Ontario, M2N 3R7</p>
Updates from Wrap Up Meeting	<ul style="list-style-type: none"> • Thank you to all PIAC members who attended. A very special thank you to those who volunteered for setup, the registration area, ran a workshop, did some outreach and cleanup. • This WG needs to have at least 6 committed members to ensure a successful event. WG members noted this was a very meaningful and engaging experience! • Reviewed feedback forms that were collected. Over 80% of respondents provided a 4 or 5 out of 5 for satisfaction of the event. • Many connections formed between participants. • Individual feedback for many of the workshops also available and reviewed. • Will be under budget approved of \$33,600. Revenue from the vendor hall was \$3,616. Current expenditures total \$20,420 with \$8300 expected to be cleared.
Next Steps and Action items	<ul style="list-style-type: none"> • Continue to update budget committee as expenses are cleared. • Review other online registration programs available to ease registration. • Review creating online survey for next year's participants and also those who did not check in. • Create online feedback forms for presenters and vendors. • Send thank yous to the Trustees who attended. • Work with Membership WG to discuss mandatory participation in the Event WG as part of PIAC member duties.
Co-lead(s) (Name and Email Addresses)	Felicia Seto-Lau mamafaves@hotmail.com Vivek Rao vivekraoSAELC@yahoo.com.au Shafoli Kapur shafoli.kapur@gmail.com
Working Group Members (Name and Email Addresses)	Sharon Grant – Phone Chris Levien - Phone Jessica Ruiz - Marian Turcios – Absent Mark Ramcharan – Online

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	Seema Mitchell– Absent Sylvester Witter– Phone John Bakous - Regrets Wilmar Kortleever - Absent Zena Shereck – Regrets D Williams – Online Latha John – Online Michelle Monroe