

PIAC Working Group REPORT

Working Group	Operational Effectiveness
Date	November 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. [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>Present: Kaydeen (W8), Zena (Chair), Moosa (W19), Andrew W (W3), Seema M (W18), Melanie M (W6),</p> <p>Welcome and Check In What is an important value we can bring into a PIAC by-laws review for membership?</p> <p>Values guiding our by-laws review: Functional: reflective of our current environment, use of tech, hybrid; Mirroring needs of what we need today: amendments made to meet needs; Careful: which ones cause hindrance to our work and amend; Inclusivity: to all members, what’s around us in our current environments; Language: is essential to inclusive space and process; Opportunity to learn and build capacity for all members to be confident with the by-laws; Transparency; Accountability: defining accountability; Inclusiveness; Action-Oriented: moving beyond consensus in our meetings; opposition is a part of democratic processes Safe space: how do we define ‘safe’ and it’s function within meetings?; Flexibility; Adaptability</p> <p>PIAC By-Laws Review 1. Documents Under Review</p>

PIAC Working Group REPORT

PIAC By-laws (2021 revision)

<https://docs.google.com/document/d/1FffLOABntZCbkrnU4pT44dDU3GauG6ii/edit?usp=sharing&oid=116803910390634256150&rtpof=true&sd=true>

O. Reg. 612/00: School Councils and Parent Involvement Committees (for reference only)

<https://www.ontario.ca/laws/regulation/000612/v2>

2. Engaging all Members in the review (finalizing a survey)

PIAC Survey - Ideas for Amendments to PIAC By-laws for this Fall survey. Take a look and suggest edits here:

<https://docs.google.com/forms/d/1QejaGsnh8UGFUoWUVr9B579P4IGSPYqFQaaOIV2-ZwA/edit>

Suggestions for survey development:

- Potentially a 2-part survey (start broad, and then specific feedback)
- Refer to specific areas of the by-laws for comments and amendments
- Make suggested amendments so that members can respond to directly (eg/ membership and meetings, and decision-making, WG meetings, group accountability and transparency and conflict of interest)
- Start general then narrow down and re-engage members for specific feedback
- Intro session to brief members on by-laws; presentation on by-laws
 - collective review session for member participation with clear language (use December general meeting to present our by-laws to members)
- Keeping track of members who do complete the survey: follow up with others

3. Next Steps to implement this work

- Finalize the survey: questions will remain as is and each question will be its own short answer
 - part 2: suggestions for amendments
- Use December executive meeting to host learning session: extend exec for this opportunity

PIAC Working Group REPORT

	<ul style="list-style-type: none"><input type="checkbox"/> Digital engagement in advance of exec: quick knowledge test to engage interest in learning more, what do members know already? (Kahoot survey– generate feedback; an interactive way to engage)<input type="checkbox"/> Use our general meeting presentation agenda item for presentation of by-laws to members: manage this time and allow for different views<input type="checkbox"/> Motion at November's general meeting: by-laws presentation at December general or a separate meeting <p>4. Background documents can be found here: Google Drive > ! Start Here-PIAC Main Folder ! > PIAC Operational Effectiveness WG > PIAC Bylaws > 2024-2025 PIAC Bylaws Sub-WG https://drive.google.com/drive/u/3/folders/1SUFWMmegVXKjbRp41WHf_HYzWqyHOns</p> <p>Upcoming WG Meeting Dates</p> <p>December 9 6:00pm January 13, 2025 6:00pm February 10 6:00pm</p> <p>New Business</p>
Motion(s)	<p>Motion: PAIC members have approved a thorough review, and update including amendments of the existing PIAC by-laws in June 2024. To meet our values of careful, inclusive and transparent process that allows an opportunity for members to learn through the review process.</p> <p>The Operational Effectiveness WG and By-Laws sub group, motion to use an hour of December's general members meeting (December 17) to review, discuss, and provide a question and answer period to explore the existing PIAC by-laws as an introduction to the 2024/25 by-laws review process and maximize participation of members.</p>

PIAC Working Group REPORT

	<p>Recommendation: Operational Effectiveness recommends that the Membership WG and Nominations Committee use this hour of by-laws review include a thorough introduction and review of the PIAC Co-chair elections process for all members as preparation for December's Co-chair elections</p> <p>Secondary Motion: (optional) To extend the upcoming December executive meeting (December 10) to review, discuss and q and a the existing PIAC by-laws as an introduction to the 2024/25 by-laws review process.</p>
Question(s)	
Next Steps and Action items	<p>Circulate the following by-laws review and amendments form to all PIAC members to collect their feedback on areas of concerns, and suggestions for amendments to the existing by-laws.</p> <p>Invitation to members to complete the form and share their feedback: https://forms.gle/f3ybECXcLY6ZRDZb8</p>
Co-lead(s)	Kaydeen Bankaingh (W8)
Working Group Members	<p>Sarah A (W2) Nadia J (W21) Seema M (W18) Moosa A (W19) Andrew W (W3) Melanie M (W6) Erin C (W1) Kaydeen B (W8) Zena S (Co-Chair)</p>

PIAC Working Group REPORT

2024-2025 School Year (September 1, 2024 - August 31, 2025)

Category/ Budget Item	Revised Budget
Revenue	
Allocation (Ministry)	45,381.00
Total Revenue	45,381.00
Expenses	
Ward Level PIAC Co-rep Engagement	(11,000.00)
PIAC Strategic Planning	(5,000.00)
School Council Communications	(5,000.00)
PIAC General Meetings	(1,500.00)
Total Expenditures	(22,500.00)
Net Position	22,881.00

Proposed Adjustments and Suggested Final Allocations

PIAC Conference (Feb 2025)	(25,000)
Ward Level PIAC Co-rep Engagement	(11,000)
PIAC Member Business Cards	(500)
Communications Expenses (Recurring)	(1,000)
PIAC General Meetings	(1,500)
Strategic Planning Adjustment	(2,000)
Website Improvement Phase 2	(4,000)
Subtotal: Proposed Final	(45,000)
2024-2025 Net Position with Proposed Adjustments	381