

PIAC Working Group REPORT

Working Group	Operational Effectiveness, Budget, BY-Laws and Strategic Planning
Date	April 18. 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: Andrew (Liaise), Jun (W13), Yusuf (W15), Seema M (W18), Mercy (W6), Bruce (W10) Sarah A (co-lead W2), Kaydeen B (co-lead W8)</p> <p>Agenda</p> <ul style="list-style-type: none"> ● Budget allocations follow up: new WG budget requests ● Review and update of PIAC By-Laws <p>2024 Budget Allocations follow up: As agreed upon in January’s approved budget requests, WG requests for funding would be revisited according to April’s variance report.</p> <p>Strategic Planning WG, Communications WG and School Councils Support WG have made budget requests to</p>

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support WG priorities for the remainder of the school year and into next school year.

It is PIAC's budget priority to ensure that all funds are expended for the 2023-2024 School Year on the initiatives that PIAC Work Groups are undertaking to support PIAC objectives.

OE will move the motion to approve the budget requests made by working groups with specific requests that each WG take the appropriate actions to implement their initiatives and report back to members.

1. PIAC budget adjustments for the following initiatives: a. The approved \$11,000 for ward level school council/parent/caregiver engagement by Co-Representatives to be deferred to next school year (2024-2025).
2. Allocate \$5,000 for the 2024-2025 school year to facilitate development of PIAC's multi-year strategic plan.
3. Allocate \$5,000 for the 2023-2024 school year for PIAC website improvements including AODA compliance.
4. Allocate \$5,000 for the 2023-2024 school year for development of recommendations to improve communication between school councils and parents/caregivers.

We understand that there may still be expenses to be posted to the most recent variance report and will provide an update at the next General meeting.

By-Laws Review and Update:

Discussions continue around efforts to clarify and create consistency and efficacy around PIAC governance processes.

Members have requested a review to update and amend various sections of the PIAC By-Laws, specifically:

Motions and Recommendations process and Next Steps following approvals.

Membership with sharing emails

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	<p>General Meeting agenda: what changes can/should be made to create efficiencies in the agenda that prioritizes PIAC member voices and better manages time?</p>
Motion(s)	<p><u>PIAC April 2024 Budget Adjustments</u></p> <p>The Operational Effectiveness Working Group proposes that PIAC make the following motions/recommendations:</p> <p>Motions to PIAC:</p> <ol style="list-style-type: none">1. PIAC budget adjustments for the following initiatives:<ol style="list-style-type: none">a. The approved \$11,000 for ward level school council/parent/caregiver engagement by Co-Representatives (\$500 per Ward) for the 2023-2024 school year be deferred to next school year (2024-2025).b. Allocate \$5,000 for the 2024-2025 school year to facilitate development of PIAC’s multi-year strategic plan. The Co-leads of the Strategic Planning Working Group are directed to acquire a consultant/resources to complete the work.c. Allocate \$5,000 for the 2023-2024 school year for PIAC website improvements including AODA compliance. The Co-leads of the Communications Working Group are directed to acquire a consultant/resources to complete the work.d. Allocate \$5,000 for the 2023-2024 school year for development of recommendations to improve communication between school councils and parents/caregivers. The Co-leads of the School Council Support Working Group are directed to acquire a consultant/resources to complete the work.2. Co-leads for the Strategic Planning Work Group report back in writing on the status work related to the above motion 1b at the last PIAC meeting prior to the end of June 2024.3. Co-leads for the Communications Work Group report back in writing on the status work related to the above motion 1c at the last PIAC meeting prior to the end of June 2024.4. Co-leads for the School Council Support Work Group report back in writing on the status work related to the above motion 1d at the last PIAC meeting prior to the end of June 2024.

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	<p>Click the link above for the full Motion report and attached.</p> <p>PIAC 2024 By-Laws Review and Update:</p> <ol style="list-style-type: none"> 1. Operational Effectiveness moves to begin a review and update the PIAC By-laws for the 2024/25 school year. Specific areas for review include: <ul style="list-style-type: none"> ○ Motions and Recommendations process and Next Steps following approvals. ○ Membership with sharing emails ○ General Meeting agenda ○ Other areas as identified 2. Form an ad-hoc by-laws review committee to commence this work and will provide updates at OE WG meetings. 3. Will provide an update to members at the June General meeting.
Question(s)	
Next Steps and Action items	
Co-lead(s) <i>(Name and Email Addresses)</i>	<p>Kaydeen Bankasingh W8 (kdeen.banks@gmail.com)</p> <p>Sarah Ali W2 (sarah.piac@gmail.com)</p>
Working Group Members <i>(Name and Email Addresses)</i>	<p>Andrew Waters (Liaison)</p> <p>Erin Clarke (W1)</p> <p>Mercy Charles (W6)</p> <p>Alice Romo (W7)</p> <p>Bruce Oyelowo (W10)</p> <p>Jun Zheng (W13)</p> <p>Mohammad Yousuf (W15)</p> <p>Seema Mitchell (W18)</p> <p>Moosa Alloo (W19)</p>