

## PIAC Working Group REPORT

<b>Working Group</b>	<b>Budget</b>																																				
<b>Date</b>	<b>June 15, 2020</b>																																				
Description/ Objective	To provide financial oversight																																				
Update	<ul style="list-style-type: none"> <li>A summary of PIAC Financial Position for June 2020 is below (see Appendix 1 for details):</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2"></th> <th rowspan="2">Revised Budget</th> <th colspan="3">Year-to-Date</th> <th rowspan="2">Projection</th> <th rowspan="2">Year-end Projection</th> </tr> <tr> <th>Actual</th> <th>Commitments</th> <th>Variance Favourable/ (Unfavourable)</th> </tr> </thead> <tbody> <tr> <td><b>Revenues</b></td> <td>46,320</td> <td>50,173</td> <td>0</td> <td>3,853</td> <td>0</td> <td>50,173</td> </tr> <tr> <td><b>Expenses</b></td> <td>48,091</td> <td>29,435</td> <td>2,100</td> <td>16,540</td> <td>11,930</td> <td>43,481</td> </tr> <tr> <td><b>Net Position</b></td> <td>(1,771)</td> <td>20,738</td> <td>(2,116)</td> <td>20,393</td> <td>(11,930)</td> <td>6,692</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>PCEO office is able to accept shipments</li> <li>Approved expenditures (reflected in Commitments in the above table) that have been ordered: brochures (\$716), business cards (\$700) and padded note books (\$700)</li> <li>Projected expenditures which are in process (reflected in Projection in the above table) includes: Electronic media (\$300), Notepads (\$3,130), Pens (\$1,500), Volunteer T-shirts (\$2,000) and Facilitator for Strategic Planning (\$5,000)</li> <li>Approved additional spending not expected to be spent by school year-end: extra Ward level promo materials (\$500), Gifts for workshop (Nov 2020) facilitators (\$1,000) and professional development sessions for PIAC members (\$2,000)</li> <li>PIAC Working group leads were asked to submit their additional spending requests by June 14<sup>th</sup> to the Budget Working Group Co-leads.</li> <li>Option approved for discussion at June PIAC meeting (see Appendix 2 for details): Zoom upgrade to 1,000 participants from 500 and renewal (approximately \$6,000)</li> <li>If necessary, Budget WG make adjustments to approved spending to ensure that PIAC comes in on budget by prioritizing expenditures (ex. reducing notepad and pen order)</li> </ul>							Revised Budget	Year-to-Date			Projection	Year-end Projection	Actual	Commitments	Variance Favourable/ (Unfavourable)	<b>Revenues</b>	46,320	50,173	0	3,853	0	50,173	<b>Expenses</b>	48,091	29,435	2,100	16,540	11,930	43,481	<b>Net Position</b>	(1,771)	20,738	(2,116)	20,393	(11,930)	6,692
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Motion(s)	<ul style="list-style-type: none"> <li>That PIAC approve a budget of approximately \$6,000 to upgrade Zoom contract to allow 1,000 participants instead of 500 and renew the contract.</li> </ul>																																				
Question(s)	<ul style="list-style-type: none"> <li>N/A</li> </ul>																																				
Next Steps and Action items	<ul style="list-style-type: none"> <li>WG leads will be responsible to work with PCEO office spend the funds as approved by PIAC and update Budget WG to their progress.</li> </ul>																																				
Co-lead(s)	Andrew Water ( <a href="mailto:andrew.waters.piac@gmail.com">andrew.waters.piac@gmail.com</a> ) and Aretha Phillip ( <a href="mailto:aephillip@yahoo.com">aephillip@yahoo.com</a> )																																				

## PIAC Working Group REPORT

<b>Working Group</b>	<b>Budget</b>
<b>Date</b>	<b>June 15, 2020</b>
Working Group Members	Sharon Grant, Ward 4 Rep ( <a href="mailto:PIAC.Ward04@tdsb.on.ca">PIAC.Ward04@tdsb.on.ca</a> ) John Bakous, Ward 8 Alt ( <a href="mailto:PIAC.Ward08@tdsb.on.ca">PIAC.Ward08@tdsb.on.ca</a> ) Jaimala, Ward 5 Alt ( <a href="mailto:PIAC.Ward05@tdsb.on.ca">PIAC.Ward05@tdsb.on.ca</a> ) Kaydeen Bankasingh, Ward 8 Rep ( <a href="mailto:PIAC.Ward08@tdsb.on.ca">PIAC.Ward08@tdsb.on.ca</a> ) Sylvester Witter, Ward 10 Rep ( <a href="mailto:PIAC.Ward10@tdsb.on.ca">PIAC.Ward10@tdsb.on.ca</a> ) Seema Mitchell, Ward 18 Rep ( <a href="mailto:PIAC.Ward18@tdsb.on.ca">PIAC.Ward18@tdsb.on.ca</a> ) Christopher Levien, Ward 20 Rep ( <a href="mailto:PIAC.Ward20@tdsb.on.ca">PIAC.Ward20@tdsb.on.ca</a> ) Wilmar Kortleever, Ward 11 Rep ( <a href="mailto:PIAC.Ward11@tdsb.on.ca">PIAC.Ward11@tdsb.on.ca</a> ) Nazerah Shaikh, Ward 14 Rep ( <a href="mailto:PIAC.Ward20@tdsb.on.ca">PIAC.Ward20@tdsb.on.ca</a> )

# PIAC Working Group REPORT

## Appendix 1: PIAC Financial Position – June 2020

Category	Commitment Item	Commitment Item Description	Revised Budget	Year-to-Date			Projection	Year-end Projection
				Actual	Commitments (not paid yet - amounts may change once final)	Variance Favourable/ (Unfavourable)		
Revenue								
	8700	"For profit" Vendors fees @ PIAC Event		3,853		3,853		3,853
		PRO Grant allocation				0		0
		Allocation (Ministry)	46,320	46,320		0		46,320
		<b>Total "Revenue"</b>	<b>46,320</b>	<b>50,173</b>	<b>0</b>	<b>3,853</b>		<b>50,173</b>
<b>General - 40105000</b>								
	11600	Monthly Teleconference & edia Support	3,500	1,526		1,974		1,526
	13830	Translation/Interpretation				0		0
	13970	Child Minding	200			200		0
	31500	PIC Conference				0		0
	31700	Education - P4E Conference				0		0
	33050	Special Events	3,000	111		2,889	2,000	2,111
	33600	Printing & Photocopying	1,000	20		980		20
	40500	Communications/Website	250			250	300	300
	40600	Vesta (Teleconferencing)	800	720		80		720
	41000	Supplies: Grand & Toy, courers	600	591	700	(691)		1,291
	41003	Catering: Monthly meeting costs	3,500	2,652		848		2,652
	42100	Marketing and Branding		(211)	1,416	(1,205)		1,205
	61100	Rental				0		0
	72500	Misc				0		0
		<b>Subtotal: General</b>	<b>12,850</b>	<b>5,408</b>	<b>2,116</b>	<b>5,326</b>	<b>2,300</b>	<b>9,824</b>
<b>Parent November Event 40105001</b>								
Expenses								
	11600	Media Support (projector, staffing)	500	662		(162)		662
	13830	Temp Interpreters	1,200	172		1,028		172
	13970	Child Minding	4,000	1,574		2,426		1,574
	19140	EA Spec Ed	3,000	1,460		1,540		1,460
	33600	Printing Costs	1,000	827		173		827
	36300	Buses to Parent Conference	3,000	2,180		820		2,180
	41000	Supplies	200	144		57	4,630	4,774
*Note 1	41003	Catering	10,000	10,574		(574)		10,574
	60100	Rental Equipment (tables, chairs etc)	1,600	1,919		(319)		1,919
	63000	Permit Costs	1,870	1,870		0		1,870
	65300	Speaker for Parent Conferece	0			0		0
	65300	Child Minding Coordinator	2,000	2,646		(646)		2,646
	72200	Reimbursements				0		0
		<b>Subtotal: Parent Event</b>	<b>28,370</b>	<b>24,027</b>	<b>0</b>	<b>4,343</b>	<b>4,630</b>	<b>28,657</b>
<b>PIAC Planning Meeting</b>								
Expenses								
	33050	Venue Rental-Novotel	1,767			1,767		0
*	33600	Printing Costs	5,000	0		5,000		0
	41000	Child Minding	104			104		0
	72500	Misc				0	5,000	5,000
		<b>Subtotal: PIAC Planning Meeting</b>	<b>6,871</b>	<b>0</b>	<b>0</b>	<b>6,871</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Expenditures</b>			<b>48,091</b>	<b>29,435</b>	<b>2,116</b>	<b>16,540</b>	<b>11,930</b>	<b>43,481</b>
<b>Net Position</b>			<b>(1,771)</b>	<b>20,738</b>	<b>(2,116)</b>	<b>20,393</b>	<b>(11,930)</b>	<b>6,692</b>
*Note 1	Moved \$5,000 from Parent event budget to Planning budget							

## PIAC Working Group REPORT

### Appendix 2: PIAC Additional In-year Spending Requests – June 2020

Working Group Responsible	Item	Additional In-year Spending			Status of Spending in Current School Year	
		Approved Budget at Feb 2020 PIAC Meeting	Approved Budget at May 2020 PIAC Meeting	Total Approved Additional Spending to Date		
Communication & Outreach	Electronic media (MailChimp & web domain registration)	300		300	In progress	
	Spiral Notepad & Pen	3,300	(170)	3,130	In progress	
	Brochures	1,000	(284)	716	Ordered	
	Business Cards	250	450	700	Ordered	
	Extra Ward level promo materials	500		500	Unlikely	
	Pens (New Request)		1,500	1,500	In progress	
<b>Subtotal</b>		<b>5,350</b>	<b>1,496</b>	<b>6,846</b>		
Events	Gifts for workshop facilitators (20 for Nov 2020 Conference)	1,000		1,000	Unlikely	
	Volunteer T-shirts	2,000		2,000	In progress	
<b>Subtotal</b>		<b>3,000</b>	<b>0</b>	<b>3,000</b>		
Membership	Professional development sessions for PIAC members (aligning with the TDSB Multi-Year Strategic Plan)	2,000		2,000	Unlikely	
	PIAC Padded Note Pads (New Request)		700	700	Ordered	
<b>Subtotal</b>		<b>2,000</b>	<b>700</b>	<b>2,700</b>		
Strategic Planning	Facilitator for the May/June Strategic Planning session	5,000		5,000	In progress	
<b>Subtotal</b>		<b>5,000</b>	<b>0</b>	<b>5,000</b>		
Executive	Zoom upgrade to 1,000 participants and renewal				6,000	Pending approval
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	
<b>Total Spending</b>		<b>15,350</b>	<b>2,196</b>	<b>17,546</b>	<b>6,000</b>	
<b>Total Funds Remaining as of June 2020</b>				<b>20,738</b>		
Less: Approved Additional Spending				17,546		
Addback: Approved additional spending not expected to be spent by school year-end				3,500		
Total Projected Year-end Net Position Before New Requests (Underspending/(Overspending))				6,692		
New Spending Requests				6,000		
<b>Total Projected Year-end Net Position (Underspending/(Overspending))</b>				<b>692</b>		