

PIAC Working Group REPORT

Working Group	Operational Effectiveness
Date	June 2, 2025
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: Zena S (Cochair), Andrew W (W3), Kaydeen B (colead), Latha J (PCCEO)</p> <p>Welcome and Introductions</p> <p>Budget Update See the PIAC Budget Summary -as of April 14-25 Group discussions on the PIAC budget summary, with 2025/26 Proposed budget allocations to begin next school year / PIAC meeting schedule Comms Cost (ongoing): \$1500 (webhosting, mailchimp, zoom, vengage) General Meetings: \$1500 (September, October, November) Strategic Planning: \$2000 (September/October strategic planning session) Ward Engagement Events: \$4000 PIAC Conference: (group discussion required)</p> <p>Working group requests: Note for strategic planning meeting: request 10 minutes for conference discussion–what is the approach for next year? how much is needed? <i>Special Events WG</i> will continue the discussion to finalize discussion around the conference budget request.</p> <p>Motion to put forward early budget requests for 2025/26 school year</p>

PIAC Working Group REPORT

	<p>2025/26 PIAC Meeting Schedule</p> <p>See PIAC 2025-26 Proposed Meeting dates</p> <p>The WG meeting dates are suggestions only to support a consistent monthly schedule for meetings. WG's can use this as a guide, dates are not final.</p> <p>Committee of the Whole (formerly Executive) meeting dates</p> <p>16-Sept 14-Oct 11-Nov 9-Dec 20-Jan 24-Feb 31-Apr 5-May 9-Jun</p> <p>General meeting dates</p> <p>30-Sept 21-Oct 18-Nov 16-Dec 27-Jan 3-Mar 7-Apr 12-May 16-Jun</p> <p>PIAC By-Laws Review</p> <p>Implementation of the new amendments will continue throughout the summer months.</p> <p>Best practices that support the action of the bylaws will resume in September (start of school year) as the new amendments are implemented</p> <p>7:25pm New Business and Next Dates</p>
Motion(s)	<p>Motion 1:</p> <p>Operational Effectiveness WG motions to approve the 2025/26 Proposed budget allocations to begin next school year / PIAC meeting schedule</p>

PIAC Working Group REPORT

	<ol style="list-style-type: none"> 1. Comms Cost (ongoing): \$1500 (webhosting, mailchimp, zoom, vengage) 2. General Meetings: \$1500 (September, October, November) 3. Strategic Planning: \$2000 (September/October strategic planning session) 4. Ward Engagement Events: \$4000 5. PIAC Conference: (group discussion required) <p>Motion 2: Operational Effectiveness motions to approve the PIAC Committee of the Whole and General meeting dates as outlined for the 2025/26 school year.</p> <p>Committee of the Whole (formerly Executive) meeting dates 16-Sept 14-Oct 11-Nov 9-Dec 20-Jan 24-Feb 31-Apr 5-May 9-Jun</p> <p>General meeting dates 30-Sept 21-Oct 18-Nov 16-Dec 27-Jan 3-Mar 7-Apr 12-May 16-Jun</p>
Questions	
Next Steps and Action items	Working groups will report and motion their year end budget requests.

PIAC Working Group REPORT

Co-lead(s)	Kaydeen Bankaingh (W8) Erin Clarke (W1)
Working Group Members	Sarah A (Cochair) Zena S (Co-Chair) Andrew W (W3) Erin C (W1) Kaydeen B (W8) Moosa A (W19)

PIACBudget

				Year-to-Date					
	Commitment Item	Actual/Commitment Item Description	Revised Budget	Actual	Commitments*	Total	Variance Favourable/ (Unfavourable)	Projection	Year-end Projection
Revenue									
Allocation (Ministry)		Allocation (Ministry)	45,324.00	45,324.00		45,324.00	-		45,324.00
Total Revenue			45,324.00	45,324.00	-	45,324.00	-		45,324.00
Expense s									
Ward Level PIAC Co-rep Engagement			(4,500.00)		(2,452.48)	(2,452.48)	2,047.52	(5,000.00)	(7,452.48)
PIAC Strategic Planning									-
Strategic Planning -Novotel				(1,834.25)	(1,921.00)				-
Strategic Planning -supplies				(137.94)					-

PIAC Working Group REPORT

PIAC Strategic Planning subtotal			(8,000.00)	(1,972.19)	(1,921.00)	(3,893.19)	4,106.81	(2,000.00)	(5,893.19)
Communications Website Updates			(13,000.00)			-	13,000.00	(5,000.00)	(5,000.00)
PIAC General Meetings			(3,000.00)			-	3,000.00	(3,000.00)	(3,000.00)
PIAC Conference expenses (Feb 2025)			(12,500.00)						-
Conference supplies				(346.00)		(346.00)			(346.00)
Catering				(6,408.86)		(6,408.86)			(6,408.86)
Con platform Punchbo wl-Pcard charges				(440.62)		(440.62)			(440.62)
Childminding				(3,500.00)		(3,500.00)			(3,500.00)
Bussing				(689.58)		(689.58)			
Permit				(774.15)		(774.15)			
OT Support				(81.00)	(162.00)	(243.00)			
PIAC Conference (Feb 2025) subtotal				(12,240.21)	(162.00)	(12,402.21)	(12,402.21)	(25,000.00)	(37,402.21)
PIAC Member Business Cards			(500)	(461.75)		(461.75)	38.25	(500.00)	(961.75)
Communications Expenses (Recurring-Google, Mailchimp)-Pcard charges			(1,500)	(2,518.21)		(2,518.21)	(1,018.21)	(1,500.00)	(4,018.21)
PIAC Meeting Expense			(3,000)	(1,366.39)	(1,057.37)	(2,423.76)	576.24	(4,500.00)	(6,923.76)
2024-2025 Net Position with Proposed Adjustments			(46,000)	(32,771)	(7,676)	(36,554)	9,348	(46,500)	(43,945)