

## PIAC Working Group REPORT

<b>Working Group</b>	<b>By-laws</b>
<b>Date</b>	<b>February 7, 2017</b>
Description/Objective	<p><i>[This is a brief standard description of the working group that will always be present on every form. It will allow for new members to easily understand the purpose of the group.]</i></p> <ul style="list-style-type: none"> <li>An ad-hoc standing Working Group of PIAC, tasked with drafting updated revisions to the PIAC By-laws as directed by PIAC.</li> </ul>
Update	<p><i>[This section will be the main substance of the form where updates since the last meeting can be included. It should be in bullet form to make it easy to read and reference.]</i></p> <ul style="list-style-type: none"> <li>The third By-laws Working Group Meeting was held.</li> </ul> <p><b>Date:</b> February 7, 2017  <b>Time:</b> 6:30-8:55 p.m.  <b>Location:</b> 5050 Yonge Street, (Committee Room C), Toronto ON  <b>Teleconference (Only):</b> 416-849-1983 and enter 7543771#</p> <ul style="list-style-type: none"> <li>AGENDA: Review Timelines   Review Outline/Draft Content)   PP Presentation</li> <li>ATTENDEES:             <ul style="list-style-type: none"> <li>PRESENT (IN PERSON): N/A</li> <li>PRESENT (ON PHONE): Mirian Turcios (W6 Alt) / D. Williams (W10 Rep) / Nazerah Shaikh (W13 Rep) / Wilmar Kortleever (W13, PIAC Co-Chair) / Nicole Herbert (W15 Rep) / Aretha Phillip (W17 Rep) / Trixie Doyle (W17, PIAC Co-Chair) / James Rycman (W19 Parent) / Christopher Levien (W20 Rep)/ Christiana Shinohoritis (W22 Alt) / Latha John (Committee Assistant)</li> </ul> </li> <li>REGRETS: Jess Hungate (W8 Rep)</li> <li>ABSENT: -</li> <li><b>TASKS/ACTION ITEMS (due by Feb. 24, 2017):</b> <ol style="list-style-type: none"> <li>James to draft text for use in draft By-laws ARTICLE: MEMBERSHIP, SECTION: Non-Voting Members (PIAC Co-Chairs) (Enforcement of By-laws).</li> <li>Nazerah to provide input for draft text after the next Membership WG meeting for draft By-laws ARTICLE(s): MEMBERSHIP and WORKING GROUPS.</li> <li>D. Williams and Nicole to update the draft By-laws text as discussed [i.e. Articles 1 to 3 (3.2.5) - verbatim text to indicate source (e.g. "As per O.Reg. 612")].</li> <li>D. Williams to begin drafting PP slides [i.e. current By-laws item 1. (1.1) to be struck trough as proposed deletion and moved to Code of Conduct document].</li> <li>All By-laws WG members to research and consider draft text for ARTICLE: MEMBERSHIP, SECTION: Non-Voting Members (Board Employee Group Members) – for discussion at the next WG meeting.</li> </ol> </li> <li>Also, plan to create a shared drive/folder for operating procedures (e.g. for documents like election procedures/guide; PIAC annual planning session information; code of conduct, etc.).</li> </ul>

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	<p><b>PIAC 2016-2017 Work Plan</b></p> <ul style="list-style-type: none"> <li>• <b>STRATEGIC GOAL 1:</b> Increase proactive communication with and support for school councils of schools of the TDSB and PIAC members. <ul style="list-style-type: none"> <li><b>Objectives 1:</b> Increase communications by developing and executing a comprehensive communications strategy to inform and engage PIAC stakeholders. <ul style="list-style-type: none"> <li>○ <b>Initiative(s):</b> <ul style="list-style-type: none"> <li>(a) Provide professional development opportunities for PIAC members (i.e. TDSB policy and procedures. Robert’s Rules).</li> </ul> </li> </ul> </li> <li><b>Objective 2:</b> Facilitate opportunities to build greater capacity for PIAC members to support their wards. <ul style="list-style-type: none"> <li>○ <b>Initiative(s):</b> <ul style="list-style-type: none"> <li>(a) Define roles and responsibilities of: PIAC committee as a whole, individual PIAC members, co-chairs, working groups, committee assistant, PCEO for smoother effective operation.</li> </ul> </li> </ul> </li> </ul> </li> <li>• <b>STRATEGIC GOAL 2:</b> Undertake engaging activities to help parents of pupils of the TDSB support their children’s learning at home and at school. <ul style="list-style-type: none"> <li><b>Objective 1:</b> Ensure an open and democratic process to the selection of PIAC members. <ul style="list-style-type: none"> <li>○ <b>Initiative(s):</b> <ul style="list-style-type: none"> <li>(a) Execute an election strategy for selection of the 2016-2017 PIAC members in consultation with the TDSB trustees to ensure representation in each ward.</li> <li>(b) Update the policy and procedures related to the election of PIAC members.</li> </ul> </li> </ul> </li> </ul> </li> <li>• <b>PERFORMANCE MEASURES:</b> Hold WG meetings   Draft revised By-laws   Create PowerPoint presentation   Motion that PIAC adopt revised PIAC By-laws.</li> <li>• <b>TIMELINE (for completing the revision of the By-laws):</b> <ol style="list-style-type: none"> <li>(1) All WG members to review background material and provide comments on the Google doc of the draft By-laws revision. <i>(in progress)</i></li> <li>(2) By mid-January 2017, all WG members to complete their comments on the Google doc. <i>(in progress)</i></li> <li>(3) At next WG meeting, review and discuss a consolidated “black-lined” and “clean” version of the draft revisions. <i>(in progress)</i></li> <li>(4) Send “black-lined” and “clean” version of the draft revisions to TDSB legal counsel for review and comment (within a 2 week time-frame). <i>(tdb)</i></li> <li>(5) All WG members to review Google doc and any comments and feedback provided by TDSB legal counsel (within a 2 week time frame). <i>(tdb)</i></li> <li>(6) WG to discuss and consider further revisions. <i>(tdb)</i></li> </ol> </li> </ul>

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	<p>(7) Prior to the March 2017 PIAC meeting, the WG Co-Leads to create and distribute to all PIAC members a slide deck presentation of how and why the proposed revision to the By-laws are being made and a “black-lined” and “clean” version of the proposed revisions. <i>(tbd)</i></p> <p>(8) At March 21, 2017, PIAC meeting WG Co-leads to make a 30 minute presentation, allow 15 minutes for questions and answers, and then make a motion to approve the proposed revision to the By-laws. <i>(tbd)</i></p> <ul style="list-style-type: none"> <li>• <b>STATUS UPDATE:</b> <ul style="list-style-type: none"> <li>- <b>By-laws WG Meetings Held:</b> December 20, 2016, January 18, 2017 and February 7, 2017.</li> <li>- <b>Accountability:</b> WG Members attend meetings and participate in the discussions. WG Co-Leads draft agendas, call meetings, facilitate discussion, and complete WG reports and report back at regular PIAC meetings.</li> <li>- <b>The work is progressing well.</b></li> </ul> </li> </ul>
Motion(s)	<p><i>[This section will include any formal motions the working group wants to bring forward to PIAC.]</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>
Question(s)	<p><i>[This section is for less formal questions to pose to the PIAC group.]</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>
Next Steps and Action items	<ul style="list-style-type: none"> <li>• WG to draft revision of the PIAC By-laws to provide rules and regulations governing the conduct of PIAC’s affairs; which shall include the requirements set out in the Education Act, Ontario Regulation 612/00 School Councils and Parent Involvement Committees, as amended by O.Reg. 330/10, and in particular Section 43.</li> </ul>
Next Meeting	<p><b>Date:</b> Tuesday, February 28, 2017  <b>Time:</b> 6:30-8:30 p.m.  <b>Location:</b> 5050 Yonge Street, (Committee Room C), Toronto ON  <b>Teleconference (Optional):</b> 416-849-1983 and enter 7543771#  <b>Parking:</b> Details to be provided</p>
Co-Lead(s)	<p>D. Williams (W10 Rep) – <a href="mailto:dw_tdot@rogers.com">dw_tdot@rogers.com</a>  Nicole Herbert (W15 Rep) – <a href="mailto:june.cleaver@rogers.com">june.cleaver@rogers.com</a></p>
Working Group Members	<p>Mirian Turcios (W6 Alt) – <a href="mailto:mirian.y.turcios@gmail.com">mirian.y.turcios@gmail.com</a>  Jess Hungate (W8 Rep) – <a href="mailto:jhungate@rogers.com">jhungate@rogers.com</a>  Sureya Ibrahim (W14 Alt) – <a href="mailto:sureya73@yahoo.ca">sureya73@yahoo.ca</a>  Aretha Phillip (W17 Rep) – <a href="mailto:aephillip@yahoo.com">aephillip@yahoo.com</a>  James Rycman (W19 Parent) – <a href="mailto:jrycman@gmail.com">jrycman@gmail.com</a>  Christopher Levien (W20 Rep) – <a href="mailto:christopher.levien@gmail.com">christopher.levien@gmail.com</a></p>
Ex-officio Working Group Members (PIAC Co-Chairs)	<p>Wilmar Kortleever (W13, PIAC Co-Chair) – <a href="mailto:Wilmar@kortleever.com">Wilmar@kortleever.com</a>  Trixie Doyle (W17, PIAC Co-Chair) – <a href="mailto:trixie.doyle@rogers.com">trixie.doyle@rogers.com</a></p>