

PIAC Working Group REPORT

Working Group	Membership
Date	June 6, 2017
Description/Objective	Track and monitor PIAC's membership and ensure representation of all wards.
Update	<p><u>Membership WG Meeting #5</u> Meeting held on Tuesday, June 6, 2017 via teleconference from 10:00 am – 11:15 am).</p> <ul style="list-style-type: none"> • ATTENDEES: John B, Nazerah S, Chris L, Trixie D, Nicole H • REGRETS: Jess H, Laurie P, & Towhid N • ABSENT: Kabiurul M, Wilmar K • AGENDA: <ol style="list-style-type: none"> 1. Follow-up on motions presented to PIAC at the May 15, 2017 meeting. <ul style="list-style-type: none"> ➤ <i>No revisions. Will re-submit at June meeting.</i> 2. Discuss organization of Working Groups for 2017-2018. <ul style="list-style-type: none"> ➤ <i>Membership WG proposes the following:</i> <p style="margin-left: 40px;"><u>Governance* Working Groups</u></p> <ol style="list-style-type: none"> 1. <i>Budget</i> 2. <i>By-Laws (Ad hoc)</i> 3. <i>Membership</i> 4. <i>Nomination (Ad hoc)</i> 5. <i>Strategic Planning</i> <p style="margin-left: 40px;"><u>Working Groups</u></p> <ol style="list-style-type: none"> 1. <i>Annual Parent Conference (Ad hoc)</i> 2. <i>Communications & Outreach</i> 3. <i>Consultations</i> 4. <i>Parents Reaching Out (PRO) Grant (Ad hoc)</i> 5. <i>Principal/Vice-Principal (P/VP) Hiring Panel (Ad hoc)</i> 6. <i>School Council Appreciation & Information Event (Ad hoc)</i> <p style="margin-left: 40px;">* <i>The Governance WGs are permanent and open to PIAC members only.</i></p> 3. Review revised By-Laws, focus on Article 3.0 Membership and Article 6.0 Working Groups. <ul style="list-style-type: none"> ➤ <i>The revised By-laws will form the foundation of our work towards developing the "PIAC Guidelines & Best Practices: Working Groups".</i> 4. Determine how members will sign up for Working Groups in September for 2017-2018 school year. <ul style="list-style-type: none"> ➤ <i>Send Google Form with agenda or as a follow-up to the September meeting; include Scope of Work (with tasks); keep sign-up open until December and continue to remind members to sign-up. In addition, create Google Form for Community/Parent Participants (non-PIAC members) to sign up for WGs.</i> 5. Review status of objectives from Membership WG: Scope of Work 2016-2017. <ul style="list-style-type: none"> ➤ <i>Continue all objectives from 2016-2017 (with a few modifications).</i>

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	<p style="text-align: center;">6. Define Scope of Work for 2017-2018.</p> <p style="text-align: center;">➤ <i>Membership WG proposes the following:</i></p> <ol style="list-style-type: none"> 1. <i>Maintain an updated PIAC Membership List (which includes Member Contact Info, Terms, Attendance, Working Groups and Community Participants in Working Groups).</i> 2. <i>Monitor PIAC member terms and member absences.</i> 3. <i>Manage Working Group sign-up for PIAC members and non-members.</i> 4. <i>Conduct an internal skills audit and identify PIAC experts.</i> 5. <i>Develop “PIAC Guidelines & Best Practices: Working Groups” based on newly revised By-Laws (focus on Mandate, Leadership, Membership, and Communication).</i> 6. <i>Develop New Member Orientation & Member Training information.</i>
Motion(s)	<p>As a result of ongoing discussion regarding PIAC Working Group structure within the Membership Working Group throughout the school year <u>and</u> subsequent group discussion at the Strategic Planning Meeting on May 13, 2017, the following motions are proposed for consideration:</p> <p>(1) To incorporate the Pools Working Group into the Consultations Working Group, effective immediately.</p> <p><u>Rationale:</u></p> <ul style="list-style-type: none"> • Pools Working Group constitutes a specific type of consultation. • Consultations Working Group is mandated to manage and advise PIAC's efforts across various types of consultations. • It is more effective for PIAC to have fewer Working Groups (with more active members). <p>(2) To combine the SC411 Working Group, the Outreach Working Group, and the Communications Working Group and rename the new Working Group as the “Communications & Outreach Working Group”, effective June 30, 2017.</p> <p><u>Rationale:</u></p> <ul style="list-style-type: none"> • New PIAC members and/or School Councils do not intuitively understand the goals and objectives of the Working Group named “SC411”. • The Scope of Work for the SC411 Working Group, the Outreach Working Group and the Communications Working Group overlaps and is co-dependent. • It is more effective for PIAC to have fewer Working Groups (with more active members). • PIAC would like to have more consistent messaging and branding.
Question(s)	None

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Next Steps and Action items	None. Have a great summer!
Co-lead(s)	Nazerah Shaikh (Ward 13 Rep) ward13.piac@gmail.com
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