

PIAC Working Group REPORT

Working Group	Communications & Outreach
Date	26 February 2019
Description/Objective	<p>Priority Areas of the Communications & Outreach Working Group 18/19:</p> <ol style="list-style-type: none"> 1. FAQ 2. Consistent updated communications (PIAC POST) 3. Outreach/PR material update 4. SC consultations toolkit (with Consultations WG) 5. Slide decks (Onboarding, intro to SCs, consultations, PIAC rep role) 6. PIAC Members toolkit
Update	<ul style="list-style-type: none"> • Final quotes for print materials coming in. Print materials being re-designed to represent family diversity across the District. • Collating feedback for staff re “Welcome Parents” tab on tdsb.on.ca landing pages • Naz, Nicole, Kate to work on archiving and curating the Google Drive • Continue to send PIAC POST content ideas to C&O WG
Motion(s)	<ul style="list-style-type: none"> • PIAC adopt the Communications Best Practices and Guidelines document as a communications guide for all PIAC Members and Co-chairs. • PIAC allow the spending of up to \$1889.36 (\$38/member + tax) for business cards. The C&O WG will work on the design of business cards in an attempt to cut costs in half (one card per Ward). • ? Re SC access to parent emails ?
Question(s)	<ul style="list-style-type: none"> • Re SC access to parent emails. “Communication” was noted at the PIAC Appreciation Dinner as a barrier to engagement • Re access to information for schools without SCs and SC emails lists • Weebly Website Builder Pro is due for renewal 15 Aug 19. Will look into costing. Is there a central CC that can be put on file or does this still need to come from someone’s personal CC?
Next Steps and Action items	<ul style="list-style-type: none"> • To discuss Communications BP document and vote.
Co-lead(s)	Loen Hansford: loen.hansford@gmail.com
Working Group Members	<p>Erin Goto (W1): No (apologies) Shafoli Kapur (W2): No Felicia Seto-Lau (W3): Yes Marsela Libenstein (W3) (parent): No Sharon Grant (W4): Yes Loen Hansford (W7) (lead): yes John Bakous (W8): Yes Rachel Silber (W11): No Wilmar Kortleever (W11): No (apologies) Nicole Herbert (W15) (community): Yes Kate Leuschen Millar (W16): Yes Chris Levien (W20): Yes Echo Han (W20): Yes Dean Gray (W6): No Zena Shereck (Co-chair): Yes</p>

PIAC Working Group REPORT

Working Group	Communications & Outreach
Date	26 February 2019
	Latha John (PIAC admin): No (apologies)