

PIAC Working Group REPORT

Working Group	Budget
Date	February 16, 2021
Description/ Objective	To provide financial oversight.

Update

1) PIAC Financial Position

- Funds spent or committed \$ 1,322
- Funds available \$44,561
- A summary of PIAC Financial Position for December 2020 is below (see Appendix A for details:

	Revised Budget	Year-to-Date				Projection	Year-end Projection
		Actual	Commitments	Year-to-date (Actuals + Commitments)	Variance Favourable/ (Unfavourable)		
Revenues	45,883	45,883	0	0	0	0	45,883
Expenses	10,000	1,022	300	1,322	8,978	17,000	18,322
Net Position	35,883	44,861	(300)	44,561	10,000	(18,300)	27,561

- Discussion
 - Noted that budget requests normally initiated by other committees.
 - Possible spending initiatives
 - Supplement School Council PRO Grant (\$1,500) so that more than 35 school council can receive the funds where they qualify with initiatives objectives [Andrew].
 - Revamp of PIAC website [Seema]
 - Funds for parents/guardians that are part of VP interview panel. To cover transportation or honorarium [Sharon].

2) Discuss Budget Request Form

- Discussion
 - Form appears to be long
 - Good to have consist process/form for budget requests to follow
- Action: Budget WG to review and provide comments/edits on Budget Request Form through Google Doc that will be shared [Sent Feb 7].

3) Discuss interim spending approval for Executive Committee

- Discussion
 - PIAC funds need to be spent transparently
 - Executive Committee would have pre-approval for spending of certain amount where emergent spending requests occur that require spending before the next PIAC meeting that would further PIAC vision, mission or priorities.
 - Consider providing authorization of certain amount per year or between each PIAC meeting.
 - Suggestions:
 - \$1,000 per school year (approximately 2.2% of PIAC budget)
 - \$1,000 between PIAC meetings (approximately 22% of PIAC budget)
 - Concern that Executive may make inappropriate purchases
 - PCEO also has to authorize purchases so they provide additional check on appropriateness of spending.
 - Provides a policy that allows Executive Committee to act on behalf of PIAC to respond to emergent situations.
- Action: Budget leads to draft policy for review by WG at the next meeting.

PIAC Working Group REPORT

Motion(s)	<ul style="list-style-type: none"> N/A
Question(s)	<ul style="list-style-type: none"> N/A
Next Steps and Action items	<ul style="list-style-type: none"> Budget WG to review and provide comments/edits on Budget Request Form through Google Doc that will be shared [Sent Feb 7]. Budget leads to draft policy for review by WG at the next meeting.
Co-lead(s)	John Bakous (PIAC.Ward08@tdsb.on.ca) Andrew Waters (andrew.waters.piac@gmail.com)
Working Group Members	D.Williams, PIAC Co-chair (PIAC.Chair@tdsb.on.ca) [Ex-officio member] Felicia Lau, Ward 3 Rep (PIAC.Ward03@tdsb.on.ca) [Ex-officio member] Sharon Grant, Ward 4 Rep (PIAC.Ward04@tdsb.on.ca) Wilmar Kortleever, Ward 11 Rep (PIAC.Ward11@tdsb.on.ca) Christopher Levien, Ward 20 Rep (PIAC.Ward20@tdsb.on.ca) Seema Mitchell, Ward 18 Rep (PIAC.Ward18@tdsb.on.ca) Nazerah Shaikh, Ward 14 Rep (PIAC.Ward20@tdsb.on.ca)

Appendix A: PIAC Financial Position – February 2021

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)	Year-to-date (Actuals + Commitments)	Variance Favourable/ (Unfavourable)		
Revenue		Allocation (Ministry)	45,883.00	45,883.00		45,883.00	-		45,883.00
Total Revenue			45,883.00	45,883.00	-	45,883.00	-	-	45,883.00
Expenses	General/ <i>Conference</i> - 40105000/ <i>40105001</i>					-	-	7,000.00	7,000.00
	31500	PIC Conference				-	-		-
	31700	Education - P4E Conference				-	-		-
	33050	Special Events				-	-		-
	40500	Communications/Website				-	-		-
	40600	Vesta (Teleconferencing)				-	-		-
	42100	Marketing and Branding				-	-		-
		Subtotal: General	-	-	-	-	-	7,000.00	7,000.00
Expenses	Parent November Event		10,000.00			-	10,000.00	10,000.00	10,000.00
	13830	Interpretations				-	-		-
	65300	Speaker for Parent Conference		1,021.60		1,021.60	(1,021.60)		1,021.60
	72200	Reimbursements				-	-		-
	41000	E Gift Card 10 @\$30 each (PIAC Conference)			300.00	300.00			300.00
		Subtotal: Parent Event	10,000.00	1,021.60	300.00	1,321.60	8,978.40	10,000.00	11,321.60
Expenses	PIAC Planning Meeting					-	-		-
	33050	Venue Rental-Novotel				-	-		-
	41000	Child Minding				-	-		-
		Subtotal: PIAC Planning Meeting	-	-	-	-	-	-	-
Total Expenditures			10,000.00	1,021.60	300.00	1,321.60	8,978.40	17,000.00	18,321.60
Net Position			35,883.00	44,861.40	(300.00)	44,561.40	8,978.40	(17,000.00)	27,561.40