

PIAC Working Group REPORT

Working Group	Membership
Date	September 21, 2021

Description/Objectives	<p>Track and monitor PIAC’s membership and ensure representation of all wards.</p> <p><u>Scope of work for Membership WG from PIAC 2020-2021 Workplan and STATUS</u></p> <ol style="list-style-type: none"> 1) Continuous update and management of PIAC Member List, Working Groups & Descriptions, and Working Group Sign-Up. → ONGOING 2) Work with Trustees to support their ward elections and provide information on the election procedure. → ONGOING 3) Create and develop a PIAC peer to peer support system to assist new members. (Mentorship Program, experienced members connect with a new PIAC members) → ONGOING 4) Provide professional development and training opportunities for PIAC members (i.e., TDSB policy and procedure, Robert’s Rules, equity, AODA).→ INCOMPLETE 5) Update the policy and procedures related to the election of PIAC membership with Bylaws WG.→ ONGOING 6) Ensure members are equipped with the resources they need to access meetings and agendas.→ ONGOING 7) Develop a Volunteer Recognition program.→ ONGOING
Update	<p><u>PIAC Executive Meeting –September 14, 2021 @6 pm via Zoom</u></p> <ol style="list-style-type: none"> 1) Newly Elected PIAC Members <ol style="list-style-type: none"> 1. NONE 2) Current PIAC Vacancies <ol style="list-style-type: none"> 1. Trustee Gill (W1 Rep) 2. Trustee Gill (W1 Alt) 3. Trustee MacLean (W2 Rep) 4. Trustee Nunziata (W3 Rep) 5. Trustee Lulka (W5 Rep) 6. Trustee Pilkey (W7 Alt) 7. Trustee Chernos-Lin (W11 Rep) 8. Trustee Brown (W12 Alt) 9. Trustee Smith (W17 Rep)

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3) Members with Expired Terms (n=8)

<i>Term Expired</i>	<i>Ward</i>	<i>Trustee</i>	<i>PIAC Member</i>	<i>Position</i>
Oct 2020	3	Nunziata	Saira Somani	Alt
Jan 2021	8	Laskin	Kaydeen Bankasingh	Rep
Jan 2021	8	Laskin	John Bakous	Alt
Feb 2021	18	Kandavel	Seema Mitchell	Rep
Feb 2021	18	Kandavel	Mark Ramcharan	Alt
Mar 2021	5	Lulka	Jaimala	Alt
Mar 2021	13	Li	Aretha Phillip	Rep
Mar 2021	13	Li	Syed Sumar Alam	Alt

4) Members with Upcoming Expiring Terms (n=7)

<i>Term Expiring</i>	<i>Ward</i>	<i>Trustee</i>	<i>PIAC Member</i>	<i>Position</i>
Sep 2021	17	Smith	Glenda Wellington	Alt
Oct 2021	15	Story	Sharleen Ahmed	Rep
Oct 2021	15	Story	Neil Faba	Alt
Nov 2021	4	Mammoliti	Patricia Seedial	Alt
Nov 2021	6	Tonks	Mirian Turcois	Rep
Nov 2021	7	Pilkey	Alice Romo	Rep
Dec 2021	4	Mammoliti	Sharon Grant	Rep

5) Google Form for 2021-2022 PIAC Working Group Sign-up.

All current and prospective members can register their interest in joining specific Working Groups using the following Google Form (updates to preferences can also be made here): [LINK TO BE UPDATED](#)

6) Working Group Co-Leads:

- **Governance Working Groups (outgoing)**
 1. Budget: Andrew Waters and John Bakous
 2. By-Laws: Andrew Waters and Sharon Grant
 3. Membership: Janice Barnett and Nazerah Shaikh
 4. Nominations: Andrew Waters and Wilmar Kortleever
 5. Strategic Planning: Aretha Phillip and Sharleen Ahmed

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	<ul style="list-style-type: none"> ● Non-Governance Working Groups (outgoing) <ol style="list-style-type: none"> 1. <u>Communications & Outreach</u>: Seema Mitchell and Wilmar Kortleever 2. <u>Consultations</u>: Kate Leuschen Millar and Shanti Chand 3. <u>P/VP Hiring</u>: Sharon Grant & Kaydeen Bankasingh 4. <u>PRO Grant</u>: 5. <u>Reg 612</u>: 6. <u>PIAC Fall Event</u>: Felicia Seto-Lau and Nadia Judunath 7. <u>PIAC Spring Event</u>: Sharon Grant and Nadia Judunath 8. <u>Virtual Engagement</u>: Kaydeen Bankasingh and Wilmar Kortleever
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Motion(s)	<p>(1) To declare the following vacancies, due to absences, effective immediately:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 15%;">Ward</th> <th style="width: 15%;">Trustee</th> <th style="width: 20%;">PIAC Member</th> <th style="width: 15%;">Position</th> <th style="width: 15%;">Term Expires</th> <th style="width: 20%;">Absences (2020-2021)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">N/A</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><u>Rationale:</u> PIAC Bylaws (SECTION 4.9) state:</p> <p><i>4.9.5 Any member who is unable to attend a PIAC meeting shall provide the Co-Chairs with a minimum of 24 hours written notice, where possible, of regrets or apologies for absence, via electronic mail, with a copy to the Central Coordinator, PCEO. The minutes of each meeting shall include a notation of those members absent and those members advising of apologies for absence. Any member who misses either (a) three (3) or more consecutive PIAC general meetings without advising apologies for absence, or (b) a total of four (4) PIAC general meetings in any fiscal year, may be removed from his/her seat. The Membership Working Group Lead/Co-Lead may move for the removal of any member, with the matter requiring a simple majority vote to pass.</i></p> <p>(2) To accept the PIAC Google-Drive User Agreement, created by the Communications & Outreach Working Group, and to have the Membership Working Group manage the implementation and execution of the PIAC Google-Drive User Agreement.</p> <p><u>Rationale:</u> Membership WG Scope of Work states: <i>To ensure members are equipped with the resources they need to access meetings and agendas.</i></p> <p>Membership WG would be responsible for the following:</p> <ul style="list-style-type: none"> ● Add sign-off responses from the PIAC Google-Drive User Agreement form to the PIAC Member List Google Sheet. ● Admit each member with “View access” to a shared folder after receiving sign-off. ● Assign WG Leads “Edit access” to their folders. ● Remove members from the shared folder when they leave the committee. 	Ward	Trustee	PIAC Member	Position	Term Expires	Absences (2020-2021)	N/A					
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Question(s)	<p><u>PIAC Virtual Ward Elections – June 10, 2021 @9:30 am via Zoom</u></p> <p>Membership WG Co-Leads (Janice & Nazerah) worked with PCEO (Latha) to address the following questions from Trustee Services regarding PIAC virtual ward elections:</p> <ol style="list-style-type: none"> 1. Notifying Trustees of PIAC Vacancies → Membership WG will be in contact with Trustee Services as it is in our scope of work 2. Communication of PIAC Ward Members whose terms has ended to Trustee as it is not listed as vacancies → Membership WG will categorize expired and upcoming expiring terms separately 3. PIAC Election Guidelines on election timelines – Clarification on the guidelines as it specifies elections should happen between October 1 and the first week of November, inclusive or within 60 days of the vacancy but not during school or statutory holidays PIAC will take responsibility and if election cannot be held within the specified time. → Membership WG will update PIAC Election Guidelines and bring updated version to the Fall 2021 PIAC meeting for approval 4. Can Trustees hold elections in September if they want. → YES 5. What if no nominations were received prior to Ward Forum can Trustee open the floor for nominations. If so, what are the guidelines? → Membership WG will include virtual election guidelines in the revised PIAC Election Guidelines 6. Hybrid Ward Forums (in person & online) -election participation for walk-in parents who have not registered and/or do not have access to technology to register prior or using the election buddy tool. → Membership WG does not recommend hybrid elections due to concerns with lack of transparency and potential for misuse 7. What about people who are participating on the phone at ward forums (election buddy does not support phone users) → Membership WG will explore options
Next Steps and Action items	<ol style="list-style-type: none"> 1. Update the PIAC Guidelines & Best Practices: Working Groups. 2. Update the PIAC Election Guidelines to reflect the following changes: (a) the option for trustees to host a virtual election and (b) the election timeline. 3. Update and/or create the following for the 2021-2022 school year: <ul style="list-style-type: none"> ● PIAC Member List ● PIAC Working Groups Sign-up Form ● List of Working Groups and Descriptions
Working Group Leads (outgoing)	<ol style="list-style-type: none"> 1. Janice Barnett (Ward 11 Alt) 2. Nazerah Shaikh (Ward 14 Rep)

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Working Group Member(outgoing)	<ol style="list-style-type: none">3. Sharon Grant (W4 Rep)4. Jess Hungate (W5 Rep)5. Charlotte Schwartz (W10 Alt)6. Wilmar Kortleever (W11 Rep)7. Susan Lee (W12 Rep)8. Jenny Gannon (W14 Alt)9. Shanti Chand (W19 Alt)10. Chris Levien (W20 Rep)11. D. Williams (PIAC Co-Chair)12. Felicia Seto-Lau (PIAC Co-Chair)