WORKING GROUP REPORT

Membership

Date: October 29, 2024
Co-leads: Frances Shawera & Andrew Waters

DESCRIPTION/OBJECTIVES

To support PIAC representatives and parent/caregiver members to encourage active participation in PIAC purpose "to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being."

Scope of work for Membership WG from PIAC 2024-2025 Work-plan and STATUS

1) Refresh Membership WG work-plan. → **COMPLETE**
2) Update and manage PIAC Member List; WG Descriptions and WG Sign up Forms. → **ONGOING**
3) Create and develop a PIAC peer to peer support system to assist new members. → **ONGOING**
4) Provide professional development and training opportunities for PIAC members → **IN PROGRESS**
5) Develop a Volunteer Recognition program. → **ONGOING**
6) Work with Trustees to support their ward elections and provide information on the election procedure. → **ONGOING**
7) Develop a pipeline to PIAC by engaging parents/caregivers (non-PIAC representative members) to participate in working groups → **ONGOING**

UPDATE

PIAC Membership WG Meeting – October 10, 2024 @6 pm via Zoom
Present: Frances Shawera, Andrew Waters; Regrets: Sarah Ali, Gordon Harvey, Mercy Charles; Absent: Jenny Gannon, Janice Barnett;

PIAC Executive Meeting – October 22, 2024 @7 pm via Zoom

A. **Number of sitting members - 33 (31+1+1)**

B. **Quorum for meetings - 40% of sitting members +1 (round down) = 14**

C. **Newly Elected PIAC Members (Ward Elections) - 2**

D. **Current PIAC Vacancies - 11**

E. **Upcoming Ward Elections – N/A**

F. **Sign Ups:**

- **G-Drive Sign-up Form:** All PIAC members must sign the PIAC "G-drive User Agreement". This drive houses files for working groups. https://bit.ly/PIACGOOGLE2021
- **PIAC WG Sign-up for 2024-2025**: All current PIAC and community members can register their interest in joining specific Working Groups using the PIAC WG Sign-up Google Form (2024-25 Working Group Sign-up Form). One must re-register every fall for continuing or new WGs.
- **PIAC Working Group Descriptions**: Working Group Descriptions
- **PIAC Whatsapp group chat**: https://chat.whatsapp.com/GNEaGtSsrZi05F4iMLULOT

G. Working Group Co-Leads

- **Governance Working Groups**
  - Membership: Frances Shawera & Andrew Waters
  - Operational Effectiveness: Kaydeen Bankasingh & Sarah Ali
  - Strategic Planning: Janet Zheng & Mercy Charles

- **Non-Governance Working Groups**
  - Communications: Seema Mitchell & **VACANT**
  - Consultations: Kaydeen Bankasingh (Acting) & Sarah Ali (Acting)
  - Events: Nadia Judunath & Andrew Waters (Acting)
  - School Council Support: Gordon Harvey & Melanie Medeiros-Sims

Review of Last Year's (November 2023) Co-chair Election Process

The Nominations Sub-working Group of the Membership Working Group reviewed information related to last year's co-chair election process including correspondence from last years Nominations Sub-working Group Committee, the Returning Officers for the election, and TDSB staff, and video of PIAC meeting held November 7, 2023. The following deficiencies were observed to prevent the process for the election being reasonably considered a fair and democratic process in accordance with the PIAC Bylaws, TDSB Policy & Procedures, Education Act Regulation 612/00 and commonly accepted democratic principles.

- Co-leads Membership Working Group did not allow for discussion by or get approval from PIAC membership of the co-chair election procedures prior to the election occurring; a requirement under the PIAC bylaws.
- Co-leads Membership Working Group acting as Returning Officers for the election notified (with less then 30 minutes prior to the election) the current Co-chair running for re-election that they were not entitled to vote in election for which they are a candidate while all other candidates were allowed to vote. After the instant run-off process the final vote between the Co-chair running for re-election and another candidate was a tie. Had the Co-chair running for re-election been allowed to vote, they would have voted for themselves and there would not have been a tie and the Co-chair would have been re-

elected. The Co-chair did raise this issue during the election and was ignored by the Returning Officers and TDSB staff.

- Co-leads Membership Working Group acting as Returning Officers allowed 3 persons to vote who were not members of PIAC (i.e. they were members of PIAC but their two-year term of office had ended and they have continued to attend PIAC meeting). This was allowed by TDSB staff with their full knowledge as the Membership Working Group listed who these persons were and categorized them as having expired terms. Education Act Regulation 612/00 is clear that terms of office are either one-year or two-year terms and does not allow for extensions only re-election/appointment through a process proscribed by the committees' bylaws.

- When the final vote of instant run-off between the Co-chair running for re-election and another candidate was tied. TDSB staff indicated the committee would move to a re-vote. ([PIAC Meeting - November 7, 2024 - Video](); 1:27:00). This was not the appropriate process as per the election procedures (not approved) circulated to the PIAC membership. The Co-chair running for re-election indicated that to TDSB staff this ([PIAC Meeting - November 7, 2024 - Video](); 1:30:00) but the TDSB staff choose to continue with the re-vote.

- The remaining co-chair after the election was ended offered the out going Co-chair to be Co-chair Emerita as per PIAC Bylaw 3.1.10 and there was no objection by any PIAC member([PIAC Meeting - November 7, 2024 - Video](); 1:35:40). After the meeting the remaining Co-chair and new Co-chair went back on their decision and took the positions that the outgoing Co-chair was no longer a member of PIAC. At a meeting to resolve the conflict around the backtrack decision which included TDSB staff the remaining Co-chair said to the outgoing Co-chair "It is my decision to offer you Co-chair Emerita." A PIAC Co-chair does not have that power, the decision is a decision of PIAC membership which was made at the PIAC meeting after the election according to generally accepted meeting norms. TDSB staff who have the responsibility to provide a draft of the minutes of the PIAC meeting choose to exclude the Co-chair Emerita decision which occurred at the meeting. Further, TDSB staff actively advised and encourage remaining Co-chair to ask her to eject Co-chair Emerita from Operational Effectiveness Working Group (Governance Working Group) meeting being held on Zoom on November 30, 2024. TDSB staff member ejected Co-chair Emerita after remaining Co-chair took TDSB staff up on her offer to eject Co-chair Emerita under the misrepresentation that Co-chair Emerita was not the Co-chair Emerita (backtrack decision) and not a member of PIAC.

RECOMMENDATIONS

The Nominations Sub-Working Group of the Membership Working Group proposes that PIAC make the following motions/recommendations:

Motions to PIAC
1. PIAC approve the Co-chair Election Procedure as presented in Appendix 2 of this report.

QUESTION(S)

N/A

NEXT STEPS & ACTION ITEMS

N/A

APPENDICES

Appendix 1 – PIAC Membership 2024-2025 (October 29, 2024)

Ward/ Position Type	PIAC Member	Position	Email
Co-Chair	Zena Shereck	Co-Chair	PIAC.Chair@tdsb.on.ca
Co-Chair		Co-Chair	PIAC.Chair@tdsb.on.ca
1		Ward Co-Representative	PIAC.Ward01@tdsb.on.ca
1		Ward Co-Representative	PIAC.Ward01@tdsb.on.ca
2	Sarah Ali	Ward Co-Representative	PIAC.Ward02@tdsb.on.ca
2	Frances Shawera	Ward Co-Representative	PIAC.Ward02@tdsb.on.ca
3	Andrew Waters	Ward Co-Representative	andrew.waters.piac@gmail.com
3	Gordon Harvey	Ward Co-Representative	PIAC.Ward03@tdsb.on.ca
4	Tamasha Grant	Ward Co-Representative	PIAC.Ward04@tdsb.on.ca
4		Ward Co-Representative	PIAC.Ward04@tdsb.on.ca
5		Ward Co-Representative	PIAC.Ward05@tdsb.on.ca
5		Ward Co-Representative	PIAC.Ward05@tdsb.on.ca
6	Crystal Stewart	Ward Co-Representative	PIAC.Ward06@tdsb.on.ca
6	Mercy Charles	Ward Co-Representative	PIAC.Ward06@tdsb.on.ca
7		Ward Co-Representative	PIAC.Ward07@tdsb.on.ca
7	Ayan Kaillie	Ward Co-Representative	PIAC.Ward07@tdsb.on.ca
8	Kaydeen Bankasingh	Ward Co-Representative	PIAC.Ward08@tdsb.on.ca
8	Anshu Grover	Ward Co-Representative	PIAC.Ward08@tdsb.on.ca
9	Melanie Medeiros-Sims	Ward Co-Representative	PIAC.Ward09@tdsb.on.ca
9	Karin Trajcevski	Ward Co-Representative	PIAC.Ward09@tdsb.on.ca
10	Bruce Oyelowo	Ward Co-Representative	PIAC.Ward10@tdsb.on.ca
10	Manna Begum	Ward Co-Representative	PIAC.Ward10@tdsb.on.ca
11		Ward Co-Representative	PIAC.Ward11@tdsb.on.ca

11		Ward Co-Representative	PIAC.Ward11@tdsb.on.ca
12	Susan Lee	Ward Co-Representative	PIAC.Ward12@tdsb.on.ca
12	Nicole Di Wu	Ward Co-Representative	PIAC.Ward12@tdsb.on.ca
13	Jun (Janet) Zheng	Ward Co-Representative	PIAC.Ward13@tdsb.on.ca
13	Jenny Zeng	Ward Co-Representative	PIAC.Ward13@tdsb.on.ca
14	Jenny Gannon	Ward Co-Representative	PIAC.Ward14@tdsb.on.ca
14	Bahira Abdulsalam	Ward Co-Representative	PIAC.Ward14@tdsb.on.ca
15	Jennifer Volk	Ward Co-Representative	PIAC.Ward15@tdsb.on.ca
15	Mohammad Yousuf	Ward Co-Representative	PIAC.Ward15@tdsb.on.ca
16	Shelley Kulperger	Ward Co-Representative	PIAC.Ward16@tdsb.on.ca
16	Eden Hagos	Ward Co-Representative	PIAC.Ward16@tdsb.on.ca
17	Nicole Williams	Ward Co-Representative	PIAC.Ward17@tdsb.on.ca
17	Tanya Ono	Ward Co-Representative	PIAC.Ward17@tdsb.on.ca
18	Seema Mitchell	Ward Co-Representative	PIAC.Ward18@tdsb.on.ca
18	Anna Esmatyar	Ward Co-Representative	PIAC.Ward18@tdsb.on.ca
19		Ward Co-Representative	PIAC.Ward19@tdsb.on.ca
19	Moosa Anwar Alloo	Ward Co-Representative	PIAC.Ward19@tdsb.on.ca
20	Christopher Levien	Ward Co-Representative	PIAC.Ward20@tdsb.on.ca
20	Geetika Bhardwaj	Ward Co-Representative	PIAC.Ward20@tdsb.on.ca
21		Ward Co-Representative	PIAC.Ward21@tdsb.on.ca
21		Ward Co-Representative	PIAC.Ward21@tdsb.on.ca
22		Ward Co-Representative	PIAC.Ward22@tdsb.on.ca
22		Ward Co-Representative	PIAC.Ward22@tdsb.on.ca
Community Liaison Group	Towhid Noman	Toronto Bangladeshi Parents Advisory Council Representative	nomantowhid@gmail.com

Persons Who Were Recently Members of PIAC (Two-year Term Has Previous Ended)

Ward/ Position Type	PIAC Member	PIAC Term Ended (Month)
1	Erin Clarke	November 2023
4	Jessica Riuz	November 2023
7	Alice Romo	November 2023
11	Charles Zhu	January 2024
11	Janice Barnett	January 2024
21	Abdul Azeem Mohammed	April 2023
22	Nicole Marshall	January 2022
22	Nadia Judunath	February 2022

Appendix 2 – PIAC Co-chair Election Procedures – Fall 2024

INSTRUCTIONS AND ELECTION PROCESS:
The election for any vacant positions of Co-chair of the PIAC committee will be held at the PIAC meeting on Tuesday, November 19, 2024. One Co-chair will be elected for PIAC to serve with the existing Co-chair who will be in their second year of the two-year term. The successful candidate will serve in this role for a term of two years. An additional special

election will occur if both co-chair positions are vacant. The successful candidate of the special election will serve the one year remaining on the two-year term in progress.

RETURNING OFFICERS
Andrew Waters and Sarah Ali be the Returning Officers for the election. Questions/concerns can be emailed to [andrew.waters.piac@gmail.com.](mailto:andrew.waters.piac@gmail.com)

ELECTORS:
The electors shall be comprised of current PIAC parent members (i.e. Ward Co-representatives with unexpired 2-year terms, Community Liaison Groups (CLG) representatives, and Co-chairs) in accordance with PIAC bylaws and Education Act Regulation 612/00.

CANDIDATE ELIGIBILITY:
- Only parent members (PIAC Co-representatives and PIAC Co-chairs) with a two-year term are eligible to be elected to the position of Co-Chair, as per O. Reg. 330/10, s. 6
- Candidates **MUST** be present at the PIAC meeting on Tuesday, November 19, 2024, to be eligible for election.
- Candidates **MUST** be a parent or guardian of a student in TDSB for the full two-year term (24 months) as Co-Chair.

DISTRIBUTION OF THE NOMINATION / ELECTION PACKAGE:
- The Returning Officers will distribute the election package electronically to all PIAC Members by November 5, 2024.
- Through a Google Form to be sent out
  - Self-nominate to be a candidate to the position of Co-chair
  - All voting PIAC Members are required to confirm which email they would like their electronic ballot to be sent to for voting purpose
- Self-nominations will begin on November 5, 2024 and will close at 11:59pm on November 12, 2024.
- The names for all nominated candidates will be distributed by the Returning Officers to all PIAC members by November 14, 2024 for review.
- All nominations must be received by the Nominations Committee using the nominations Google Form.
- Those interested in nominating others to run for Co-chair are encouraged to communicate with those members to encourage them to self-nominate.
- Once the completed nomination form is received, the Returning Officers will acknowledge its receipt by e-mail confirmation with the nominated candidate.
- Candidates may withdraw their nomination at any time prior to the election.

BALLOTS:
- Voting will be recorded using ElectionBuddy a secure and private online voting platform;
- All candidates will be listed on the official ballot randomly;
- The ballot will be a ranked ballot where voters will indicate their preference in order (1st choice, 2nd choice, 3rd choice, etc); and
- Spoiled ballots will not be counted.

VOTING:

- Voting will take place online at the PIAC meeting on Tuesday, November 19, 2024.

Votes may be cast:
- Electors (voters) will receive an email with a unique link to vote using the ElectionBuddy online platform;
- Electors who are in-person at the PIAC meeting will be provided access to a computer/mobile device to vote if necessary;
- There will be no other method of casting a ballot; and
- At the close of the voting period, the Returning Officers and Committee Assistant will have a meeting to review the election results from ElectionBuddy online platform.

TABULATION OF RESULTS:
- To be elected as a Co-chair, a candidate must have secured a simple majority (more than one-half) of votes cast. The ballot is a ranked ballot and the ElectionBuddy platform will conduct an instant run-off where there are more than 2 candidates and one candidate doesn't receive a simple majority. This is done by eliminating the candidate with the fewest votes and reallocating ballots that had first preference for that candidate to the 2nd choice on the ballots. This method continues until one candidate receives a simple majority of the votes cast. In the event of a tie, lots will be drawn to determine the winner.

DETERMINATION OF TERM OF OFFICE:
The newly elected Co-Chair will be announced by email to all PIAC members and will take office for their first year immediately upon the announcement.