

SAMPLE MINUTES

_____ Parent Advisory Council

Date: October 22, 2013

Time: 7:00 p.m.

Location: School Library

1. The regular council meeting was called to order by Suzie at 7:03 p.m. and a quorum was present.

Chairperson: Suzie

Present: Suzie, Jeanne, Rosa, Viktor, Gail, Ahmed, George, Michelle, Bill, Maher

The agenda was approved as presented, or, as amended.

2. The minutes of the last meeting were approved as read. *If they were photocopied and distributed before the meeting they can be approved, as circulated, and you don't have to spend time reading them aloud at the meeting. If there were errors, indicate the minutes were approved with corrections.*

3. Reports from PAC Executive and Other Committees:

- Treasurer's report was read and accepted
- By-law Committee report was given by Rosa. A draft of the by-laws/operating procedures was circulated for consideration and will be discussed and approved, if possible, at the next meeting.
- The band parents reported on the planned trip to Calgary for the spring festival.

4. Reports from Representatives from Other Organizations

- Trustee report – Viktor reported that the board has just had its Annual Education Results Report interview with Manitoba Education and the board was found to comply with all requirements. The board will soon begin its planning process for the next school year and looks forward to input from school council.

5. Principal's Report

- Jeanne reported that our new open hall policy is causing a few problems with littering, but teachers are finding the students are settling faster in the mornings. She also explained Grade Level of Achievement Reporting (GLA).

6. Old Business:

- Evaluation of progress toward goals to date:
 - Gail noted the after school parent/child reading club and book exchange has been a huge success with an average of 45 parents and children attending each

session. It was decided to continue the program for another year and to discuss ways of bringing in older students at the next meeting.

- Ahmed noted we were still behind in establishing a resource list of individuals in the community who are specialists in the field of technology. He noted the time involved contacting parents and businesses was more than expected.
- It was decided to expand the committee and Michelle, Maher and Bill agreed to serve on the committee.

7. New Business:

- Teachers appreciation luncheon
 - George volunteered to head the appreciation committee. It was decided we would have a continental breakfast for the teachers instead of a luncheon.

Motion: THAT WE ASK THE SCHOOL FUNDRAISING ASSOCIATION TO REPORT ON ANY FUNDRAISING ACTIVITIES THAT EXIST.

Mover: Jessica

Seconder: Gail

CARRIED.

8. The next meeting will be a special meeting to discuss by-laws/operating procedures on November 12, 2013 at 7:00 p.m. in the library. The next regular meeting will be December 10, 2014 in the library.

Meeting was adjourned at 9:20 p.m.

Approved _____
Secretary

Approved _____
Chair