

# Seycove PAC AGM

Tuesday, June 14<sup>th</sup>  
7 pm – School Library

Show your support for the Seycove Parent Advisory Council by attending the AGM

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The PAC is the parents' platform to provide input and be in the know about what's going on where our children spend 10 months a year.

June 14<sup>th</sup> is the kick off for the 2016/17 school year.

Discussions during the 2015/16 school year included:

- \$30,000 towards extra curricular needs
- financial contribution to a \$12K bus repair bill
- alternate timetables for CLASS and exit interview days
- staff collaboration time
- course offerings and scheduling
- new District curriculum
- school's Athletic vision

Call for nominations:

- the following positions are vacant: Chair, Vice-Chair, Secretary, DPAC representative. See descriptions on reverse.
- If you cannot attend the meeting please consider volunteering or nominating a person for one of the vacant positions by emailing [SeycovePAC@gmail.com](mailto:SeycovePAC@gmail.com).

## Seycove PAC – Position Descriptions – 2016/2017

### Call for Nominations:

- The (\*) positions are vacant for 2016/17: Chair, Vice-Chair, Secretary, DPAC Representative.
- If you cannot attend the meeting please consider volunteering or nominating a person for one of the vacant positions by sending an email to [SeycovePAC@gmail.com](mailto:SeycovePAC@gmail.com). If you have any questions, please email [SeycovePAC@gmail.com](mailto:SeycovePAC@gmail.com) or contact Linda Castagna at [robertcastagna@shaw.ca](mailto:robertcastagna@shaw.ca) or 604-306-4353.

Position	Responsibilities	Hours per Month	Additional Detail
Members-at-Large and five Exec positions below	Advocate for students Provide feedback to school on issues raised Vote on PAC decisions	2	- Attend monthly meetings - Contribute to email conversations about issues - Other: consider speakers, raising funds, spending funds, staff luncheon
Additional responsibilities and time commitment for Executive positions:			
Chair *	Point person to ensure PAC runs in accordance with by-laws and includes perspectives of all parents	1-2	- Monitor issues throughout the month - Liaise with Principal on issues that arise - Prepare monthly meeting agenda - Chair monthly meeting
Vice-Chair *	Backup for Chair Successor (optional)	0	- Support Chair as necessary
Treasurer	Manage and report finances	3-4	- Prepare financial statements - Liaise with bank, make deposits, write cheques - File Annual Charity Tax Return - Monitor wish list
Secretary *	Maintain documentation of meetings	1-2	- Type minutes from meetings - Distribute minutes - Monitor changes before finalizing - File Annual Society Report
DPAC Rep *	Attend North Vancouver District PAC meetings	1-2	- Report to Seycove PAC about DPAC items - Submit grant applications - Liaise with District PAC

PAC meetings are held the second Tuesday of every month from 7-8:30 pm at the school Library.