



Snokomish PAC NEEDS YOU

We need your help! Are you interested in becoming part of the new Snokomish PAC? Becoming active in the PAC is an important way to become involved in your child's education. It directly helps add extra's for your children's educational experience and keeps you informed about school issues, programs and events, in the public education system.

Who is PAC?

All parents/guardians of children in a school are members of the schools' Parent Advisory Council. The PAC works on behalf of all students and deals with general principles and broad common interests. With the opening of a new school, we will need to establish a brand new PAC group, constitution and goals and desires in what you would like to see supported in our new school. In September, we can establish a PAC and then in the Spring we will be eligible to apply for the Provincial gaming Grants.

All positions are open.

A. The President/Chair may

- Speak on behalf of the council
- Consult with council members
- Preside at membership and executive meetings
- Ensure that an agenda is prepared
- Appoint committees where authorized by the membership or executive
- Ensure that the council is represented in school and district activities
- Ensure that council activities are aimed at achieving the purposes set out in the constitution
- Be a signing officer
- Submit an annual report

B. The Vice-President may

- Support the president
- Assume the duties of the president in the president's absence or upon request
- Assist the president in the performance of his or her duties

- Accept extra duties as required
- Be a DPAC representative
- Be a signing officer
- Submit an annual report

C. The Secretary may

- ensure that members are notified of meetings
- Record and file minutes of all meetings
- Keep an accurate copy of the constitution and bylaws, and make copies available to members upon request
- Prepare and maintain other documentation as requested by the membership or executive
- Issue and receive correspondence on behalf of the council
- DPAC - keep an accurate record of PAC representatives
- DPAC - assist the president in providing information to local news media
- May be a signing officer
- Submit an annual report

D. The Treasurer may

- Be a signing officer
- Ensure all funds of the council are properly accounted for
- Disburse funds as authorized by the membership or executive
- Ensure that proper financial records and books of account are maintained
- Report on all receipts and disbursement at general and executive meetings
- Make financial records and books of account available to members upon request
- Have the financial records and books of account ready for inspection or audit annually
- With the assistance of the executive, draft an annual budget
- Ensure that another signing officer has access to the financial records and books of account in the treasurer's absence
- Submit an annual financial statement at the annual general meeting

E. Members at Large (Directors in the DPAC) may

- Serve in a capacity to be determined by the council at the time of election, and at other times as the council requires
- Submit an annual report

Please let me know if you are interested in taking on one of the positions. We will hold an election in September. It would be great to have representation from each of the schools we are drawing from (Woodward, Cambridge, and Goldstone). Please email your name, and what position you are interested in. We will have an election at the end of September for all those interested.

Let's build something great!!!!

Thank you!!!!