

**Policy 16**

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**PARENT ADVISORY COUNCILS**

Parents play a key role in the education of their children and are important educational partners in the District. The Board supports and encourages the establishment of a Parent Advisory Council (PAC) in each school in the District, and for it to operate in an advisory and/or support capacity to schools and the Board.

**Specifically**

1. At the beginning of each school year, each PAC shall establish an executive structure and meeting schedule, and inform the school administration of these items.
2. A record of each PAC meeting will be forwarded to their assigned Trustee for information.
3. All PAC funds shall be held by the school in trust. Expenditure of PAC funds must be approved at a PAC meeting and authorized in writing by the PAC chairperson.
4. Fundraising shall be conducted in accordance with the established administrative procedures governing fundraising.
5. Principals, or their designate, are required to attend PAC meetings.
6. Trustees are expected to attend their assigned PAC meetings.
7. Community partnerships and sponsorships must be approved by the principal.
8. Access to school facilities must be approved by the principal.
9. All PAC meeting agendas shall be approved by the principal prior to the meeting day.

**Approved and Adopted:  
May 2008**

**Reviewed:  
June 14, 2011**