

R. C. Palmer Secondary

Parent Advisory Council

First Meeting Agenda

School Year: 2017-2018

Sept. 12th, 2017 – 7:00 pm

1. Meet and Greet/Attendance
2. Approval of previous minutes and adoption of new agenda
3. School Update from Administration – Principal, Diane Smith
4. Election of new Executive Committee of PAC, 2017-2018
 - Chairperson
 - Vice-Chairperson
 - Secretary
 - Treasurer
 - Members-at-large (up to 5 parents/guardians)
5. Report from the Chairperson-Elect
 - Welcome all PAC members present
 - Set next month's PAC meeting date
6. Treasurer's Report – Bank statements
7. Old Business: 2016-2017 Chairperson (Elizabeth Wong)
 - 2016-2017 Financial Statement: 3 signatures required to
Support the funding application for 2017-2018 school year
8. Meeting adjourned