



**PARENT ADVISORY COMMITTEE
(PAC) MEETING
NATCHITOCHE PARISH SCHOOL BOARD
TITLE 1 MEDIA CENTER
January 20, 2021
10:00 a.m. – 11:00a.m**

INTRODUCTION OF STAFF

JULEE' WRIGHT, DIRECTOR OF FEDERAL PROGRAMS

CASSAUNDRA ANDERSON, SUPERVISOR OF EARLY CHILDHOOD

LAKISHA WILLIS, FEDERAL PROGRAM SECRETARY

HELEN CALHOUN, HOMELESS/PARENTAL INVOLVEMENT COORDINATOR

MELISSA WHITE, EARLY CHILDHOOD COORDINATOR

WHAT IS PAC?

The purpose of the Advisory Committee is to bring parents and staff together to accomplish goals that will enhance our school for the benefit of the children's needs and to build on relationships.

PARENT ADVISORY COUNCIL (PAC)

What does PAC mean?

It stands for “Parent Advisory Council”.

Who is PAC?

All the parents and guardians of the students registered at Natchitoches Parish Schools.

What does PAC do?

Our main mission is to “promote effective communication between the home and school, encourage parents to participate in meaningful educational activities and decision making, strengthen the role of families in education and schooling and to foster meaningful parent participation.”

What does this really mean?

As parents and guardians of Natchitoches Parish Schools, we try our best to work together with the school administration and teachers to provide a safe, welcome and comfortable educational environment for our children.

How do we do this?

We get together once a month at “PAC” meetings to talk about issues and raise questions so we know what is happening with our children in the school. We also brainstorm to come up with ideas on how to help our children in the school environment.

OFFICERS AND THEIR ELECTION

- **The PAC shall elect a President, Vice-President, Secretary, Reporter, and an Event Planner.**
- **The officers shall be elected to serve for a term of one year. The officers shall be eligible to be re-elected.**
- **When a current president does not qualify for the PAC for the following school year, the next elected returning officer in line (from the previous council) will serve as interim president until a new president is elected.**

DUTIES OF OFFICERS

- **President:** The President shall be charged with the responsibility for providing leadership and presiding over meetings of the PAC. Other duties of the President include the right to call meetings, appoint committees, and in conjunction with PAC members to set the agenda. Members shall have the opportunity to give their suggestions for the agenda at the close of each meeting.
- **Vice-President:** This person will serve in the President's chair in the absence of the President. He/She will also help the President with assigned duties.
- **Secretary:** The Secretary shall maintain adequate minutes of each meeting. The minutes shall be typed bilingually (English and Spanish) and distributed to the council members by the NPSB TITLE 1 Federal Program Staff.
- **Reporter:** Collecting information, preparing a factual story and creating newspaper articles or broadcasts that impart information to the public and taking pictures.
- **Event Planner:** Coordinates all aspects of professional meetings, events and activities. They often choose meeting locations, arrange transportation, and coordinate other details.
- **The role of the officers shall be accomplished in cooperation and consultation with the NPSB TITLE 1 Federal Program Staff.**

We are all part of the Parent Advisory Council (PAC)

Who will be willing to be our PAC:

President?

Vice President?

Secretary?

Reporter?

Event Planner?