

**Minutes PAC Meeting**

**Date:** September 27, 2018

**Location:** Lake View High School, 4015 N. Ashland, Chicago, IL

**Chairperson:** Karen Kalnmals

**Secretary:** Gretchen Clary

**Agenda:** See Attached

**Discussion:**

1. Motion to begin meeting: Jim Patsey at 6:20 p.m., Seconded by Gretchen Clary
2. Review of previous meeting's minutes. None
3. **Budget:** Discussed the budget presented in Annual Principal's Title 1 Meeting
  - a. Discuss importance of using all the money budgeted, PAC did not use all the money last school year. Confirmed that money not used is not carried to the next school year. Remarked on the importance of using all the money to bring speakers and programming to parent of LVHS students
  - b. 2018/2019 Budget (see google doc)
4. **Programming:**
  - a. Discussed the limited response to surveys collected at orientation, discussed the importance of identifying what the parent community would like to learn about.
  - b. Talked about focusing on reaching parents for programs and speakers via email and updating content on website so it reflects the current status. Including keeping up to date with the LVHS calendar. Making sure all information is current and timely.
  - c. Karen confirmed that there is a page assigned to PAC committee on the school website. Updates sent through Erin. She also confirmed that PAC has a dedicated email [lakeview4015@gmail.com](mailto:lakeview4015@gmail.com) that she can access and is willing to share access with others on the committee.
  - d. Karen would like to keep data, documents and information acquired this year for future PAC committees.
  - e. Discussed briefly whether to schedule speakers and programs on weeknights or on Saturdays for ease of the parent community and how to reach the most people. Possibly through a survey.
  - f. Karen mentioned that had a very low response the last year to the mailing that went out to 1300 parents in the community for a speaking event.

- g. Karen mentioned that the LV Counseling staff often are willing to present for the PAC group, looking for suggestions on other programs to bring to the school.
- 5. PAC Board**
- a. There is a change in the makeup of the board to four members (Chairperson, Vice Chair, Secretary and Outreach Coordinator)
  - b. Outreach Coordinator was defined by Karen as the person reaching out to parents about speakers and programs via email and remind app.
  - c. Chairperson: Karen served as President last school year and enjoyed it and everyone felt she was doing a great job. She was nominated and voted in.
  - d. Vice Chair: Jim Patsey was nominated and voted in
  - e. Secretary: Gretchen Clary was nominated and voted in
  - f. Outreach Coordinator: no nominations, office left open until next meeting
- 6. Meeting Times**
- a. Discussed that we would like to piggy back the PAC board meetings with the LSC to consolidate for parents.
  - b. Set meetings to a start time ½ hour before LSC meetings
  - c. **Next meeting OCTOBER 18, 2018 (Time TBD)**
7. Motion to close meeting: Gretchen Clary at 6:38 p.m., seconded: Karen Kalnmals