

# Parent Advisory Council Meeting



## AGENDA

TIME	4:30-5:00p.m.
DATE	Wednesday, October 8th
LOCATION	7050 S. Washtenaw, Chicago, IL – Science Room
ATTENDEES	Administrators-Ms. Rosalind Harris, Lori Vega Hicks Parents: Krystal Allen

### AGENDA

1. Opening Remarks & Introductions
2. *Review PAC Bylaws*
3. PAC elected members Roles and Responsibilities
  - Closing Remarks

### OPEN ISSUES

none

### REVIEW OF MINUTES FROM LAST MEETING

None

### OPEN ISSUES

### NEW BUSINESS

### PUBLIC COMMENT:

### ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

# Parent Advisory Council Meeting

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## MEETING MINUTES

Ms. Vega opens the event and welcomes parents to the Excel Southwest PAC Meeting.

- Ms. Vega clarified the purpose of the meeting and reviewed the PAC Bylaws and responsibilities of the Parent Advisory Committee.
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- Ms. Vega provided Ms. Allen with a copy of the bylaws and requested that it be returned at the next PAC meeting.
- Ms. Vega reviewed Article IV — Quorum.
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- A minimum of two officers must be present to establish a quorum and conduct official business, including PAC election and voting matters. Since the quorum was not met for the parent election, the meeting has been rescheduled for November 19th. According to Article III — Membership, the PAC shall include no fewer than three officers and at least three parent members. The remaining members may consist of school staff, community members, or other individuals with relevant knowledge about the needs of the students.

Ms. Vega adjourns the meeting at 5:00pm.