

## PAC Minutes September 23, 2009

The Garden County PAC met on September 23, 2009.  
The meeting was called to order at 5:00 pm by Teresa Jenkins

The group was welcomed back to another school year on Parent Advisory Council. The group brainstormed new parents to contact to see if they would be interested in representing our schools on the council. Some names brought up by the council were Lupe Zambrano, Elaine Peters, Crystal Leach, Jamie Barnhart and Shawn Gardner. We will try to contact these individuals and see if they are interested in being on the council.

We discussed setting our meeting days and times for this year as Mondays from 4:00-5:00. We will continue to meet the 2<sup>nd</sup> and 4<sup>th</sup> Mondays. This next meeting is an exception as we are wanting to meet the representative that is reviewing our Parent Resource Center on Oct. 6, 2009 at 4:30-5:30.

The group discussed the vision and needs for our resource center. We discussed the need for a parent survey to see what the parents really want in their resource center. Plans will follow on the survey questions and means of distributing the survey, whether it be by questioning waiting parents, or in a questionnaire form at parent-teachers conference.

Some materials in the form of handouts or audio/visual materials suggested by the council members were bus safety, car seat safety, railroad safety and possibly DVD's or Videos and a television with VHS/DVD player available for parents to use to view these as they wait for students to either arrive on the bus or to be dismissed from class.

The group went through Agenda #6-Welcoming Place Plan. It was determined that the high school has made great strides in making their building more welcoming by having the entry doors removed and placing the standing sign where parents know where the office is to sign in. At the elementary and Junior High it was determined that the front doors are marked to sign in at the office, but once you enter the building it is not clear as to where the office is and where one must sign in at. Signs will be hung and set up to help incoming visitors know exactly where they need to be going. It was also discussed that all staff needs to be reminded to be helpful in the hallways when you see someone unfamiliar in the halls. We will continue working on this agenda item next meeting.

The council also discussed visitors in our school. We looked at our handbook policy on visitors and it was determined that it was simple and open, so parents would feel welcome to come to school. The council will draft a welcome letter for parents.

The next meeting was set for October 6<sup>th</sup>, 2009 at 4:30-5:30.

The meeting was adjourned.

Sharlene Sullivan motioned that we adjourn and Sheila Oborny seconded.