

**Principals' Advisory Council Meeting Minutes
Wednesday September 17, 2025**

Attendees: Danna Johnson, Heather Ultch, Geronda Gillens, Cathy TerWeele, Kerlange Nelzy, Peggy Cracknell, Jennifer Thompson, Vashion Johnson, Arfa Alam, Rynata Leach

I. Welcome and Introductions

II. Council Overview

What is the Principals' Advisory Council?

- a) Representative group of stakeholders who collaborates with the school principal and administrative team to assess the educational needs of the school and to provide input on the school plan and operational budget.

Definition of the responsibilities of the school advisory council:

- b) Assistance and support for the principal and school leadership team in the following:
- i) Participating with school staff in developing the school's Continuous Improvement Plan (CIP); aligning the CIP to the Division Strategic Plan
 - ii) Reviewing the school budget for alignment to the CIP
 - iii) Collaborating to assess the educational needs of the school
 - iv) Monitoring and evaluating the implementation of the School Improvement Plan.

III. Select P.A.C. Officers, Discuss Bylaws

We need a rep for grads 3-5.

We can have up to 7 parent reps. We have 6 (Rynata, Vashion (PTO rep), Jennifer, Arfa, Traci)

By laws will be sent out for everyone to read. Email if you have any questions or concerns.

IV. Meeting Schedule

We will meet last Wednesday of the month and will be held virtual.

The following meetings have been scheduled: Tuesday November 18, 2025; Wednesday January 28, 2026; Wednesday March 25, 2026 and Tuesday May 19, 2026.

V. Principal's Report

In November we will discuss CIP and budget

VI. Upcoming Topics Input

- a) guest presenters, practices, and programs of interest to members
- b) SACI Updates

Aretha Davis and Vashion Johnson will be SACI reps.

Open Forum Meeting adjourns at 5:57pm.

