

**ABC SCHOOL PAC
COMMITTEE TERMS OF REFERENCE**

NAME OF COMMITTEE:

MANDATE:

CHAIR:

COMMITTEE MEMBERS:

RESPONSIBILITIES:

REPORTING AND TIMELINE:

FINANCIAL RESPONSIBILITIES:

FINAL DECISION:

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NAME OF COMMITTEE: Class Reps Committee

MANDATE: To bring the PAC to the classroom door. Class Reps will serve as visible and accessible representatives of the PAC.

CHAIR: Phillip Pointer, 2007/2008

MEMBERS: Helen Hutchison, Barb Bonny, Sandy Stiles, George Grover

RESPONSIBILITIES:

- to welcome and offer informal orientation to parents new to the school.
- to help parents find answers to questions they have concerning the school and/or the PAC.
- to link parents to school and class activities and PAC volunteer positions.
- to help parents become involved with the school.
- to help the parents of a classroom get to know each other.

REPORTING : The Class Reps chair will report to and take direction from the PAC at monthly meetings. Between meetings, the President or his/her designate will oversee and give direction to the Class Reps.

FINANCIAL RESPONSIBILITIES: All spending must be pre-approved by PAC.

FINAL DECISION: Where the committee and the Executive disagree, the PAC will decide the matter.