

# PAC AGM and ELECTIONS MEETING

Monday, May 8 at 6:30pm  
EMMSOTA Library, 2<sup>nd</sup> Floor

The PAC at EMMSOTA welcomes parents and caregivers to join us for our AGM and Elections Meeting on May 8 where we will elect PAC members for the 2023/24 school year.

Below is a list of who is currently in the PAC positions and which members have asked to stand for re-election. **The 'Open Position' column indicates where new parents are absolutely needed.** The other roles, where the current position holder would like to stand for re-election, are also available for new parents, but will be filled if no one else steps forward.

PAC Position	Currently in Position	Would like to stand for Re-election	Open position
Chair	Kimiko McDonnel	Yes - <b>only with co-Chair</b>	Yes
Vice Chair	Terri Besworth	Yes	
Past Chair	Kerry LeCorre	N/A	
Treasurer	Danny Raposo	Yes - <b>only with a co-Treasurer</b>	Yes
Secretary	Aisling Nebor	Yes	
DPAC Representative	Denise Pickard	Yes	
Parent Portal Administrator - Member at Large	Terri Besworth	Yes – <b>with another parent</b> so they can learn the Parent Council site	Yes
Hot Lunch Coordinator	Jillian Eaton	Yes – <b>with another parent</b> so they can learn the Hot Lunch	Yes
Communications Coordinator	Kerry LeCorre	Yes	
Volunteer Coordinator	Allison Power	Yes	
Fundraising Coordinator – <b>NEW!</b>	Vacant		Yes

**Please note:**

- **ALL Executive positions can be shared.** Co-positions are a great way to work together and learn from the person who is already in the role (if applicable). Plus sharing a role provides back up if one of you can't make a meeting. It's a win-win!

- FOUR of the first six positions listed (Chair, Treasurer, Secretary and DPAC) are positions that **MUST be filled** for the PAC to qualify for the 2023/24 gaming grant.
- Attached to this email (Appendix A) is a list of roles and responsibilities for the first SIX positions above as well as for the Fundraising Coordinator and any Members at Large.
- **Parent Portal Administrator**, currently filled by Terri, oversees the administrative duties of the Portal as well as post fundraisers and meetings as they come up for families to see. An account is required to participate in hot lunch as well as ordering some other fundraising items.
- **Communication Coordinator** is responsible for posts on Facebook and ensuring the principal has PAC information for newsletters or separate mailings. You work with the Parent Portal Administrator to ensure the language across all platforms is consistent.
- **Volunteer Coordinator** assists the Fundraising coordinator in recruiting volunteers where needed for any fundraising events and assisting the Hot Lunch Coordinator to ensure all Hot Lunches / Snack days are staffed.
- **Hot Lunch Coordinator** (Food Safe required) seeks out and works with vendors on providing lunches and treat days for the students at Moody Middle. You create 'menus' for each term; and ensure the menu is given to the Parent Portal Administrator and the Communications Coordinator. When possible, you assist in making sure the food is assembled (where necessary) and distributed according to Food Safe procedures.

Further position descriptions can be given at the meeting.

If you have any questions, please feel free to reach out to us at [emmsotapac@gmail.com](mailto:emmsotapac@gmail.com)  
If you are interested in any of the roles above, please let us know as well.

On behalf of our current PAC members, thank you for considering joining the team; and we look forward to seeing you on May 8.

Sincerely,  
Kerry LeCorre, PAC Communications Coordinator