

Sample Agenda for PAC Meetings

**Hogwarts's School Parent Advisory Council
Regular Meeting
Wednesday, October 15, 2026**

1. Call to order & welcome
2. Introductions and Quorum Determination
3. Approval of agenda
4. Approval of previous minutes
5. Reports:
 - a. President
 - b. Secretary
 - c. Treasurer
 - d. DPAC
 - e. Committees:
 - i. Dance
 - ii. Craft Fair
6. Old Business
 - a. Fundraising plan for 2026-2027
 - b. BCCPAC Conference
7. New Business
 - a. Santa Claus Fly By
 - b. Grade 7 field trip funding request
 - c. School spirit's clothing
8. Correspondence
 - a. Letter of appreciation to Gandolf.
9. Information items
 - a. DPAC: PAC President's Governance Training date November 9, 7:00 PM – 10:00 PM
10. Next meeting date
11. Adjourn