

This is a Notice of a VIRTUAL Carson Graham PAC ANNUAL GENERAL MEETING to be held on June 17, 2020 from 7:00 pm to 8:00 pm. This meeting will take place VIA ZOOM.

Please confirm your attendance by sending an email to secretary@carsongrahampac.ca so that a link to the meeting can be sent to you. In the email please state your name and how many children you have currently enrolled in Carson Graham Secondary. **Please respond by Friday, June 12, 2020. Please note that this email will be used to send out our newsletters during the 2020/2021 school year.**

The meeting agenda and May 20, 2020 general meeting minutes are attached to this notice.

During this meeting, the following motions to VOTE will take place:

MOTION: Accept the previous meeting's minutes (May 20, 2020)

MOTION: To approve the FUNDING Requests as presented:

MOTION: To approve the unaudited financial report as presented

MOTION: To approve the 2020/2021 Carson Graham PAC proposed Budget as presented

MOTION: Accept the nomination for CGPAC executive for the 2020/2021 school year

Voting will be made by clicking on the **Yes** or **No** icon and the Secretary will count votes.

VIRTUAL MEETING PROCEDURE

1. Meeting will be recorded for the purpose of the Secretary accurately reflecting the meeting on the minutes. When you join the meeting **you can chose to enable video or not.**
2. Participants will be muted all the time and will be able to speak by asking the Chair to unmute them by clicking on **"raising hand"** icon. Secretary will monitor the raising hands.
3. Participants can ask questions through the **"chat"** icon. Vice Chair will monitor the questions.

The meeting will begin at 7:00 pm sharp with a "Clapping Hands to Honour Pandemic First Responders". You will be able to join the meeting from 6:45pm to familiarize yourself with ZOOM icons: Yes, No, Raise Hands, Chat

Please note: we suggest that you join the meeting either on laptop, computer or tablet and NOT attended by smartphone...the options are more limited/screen too small to follow.

If you don't feel comfortable using ZOOM, please include a note to this effect with your email to our secretary confirming attendance.

Sincerely,

CGPAC Executive

AGENDA

1. 7:00 PM - “Clapping Hands”, welcome and call to order
2. Introductions
 - Executive
 - Administration
 - Confirm everyone can hear everyone (click on **yes** or **no**)
3. Opening Remarks – Rene Cravioto, Chair
 - Virtual meeting process
 - i. Voting will be made by clicking on the Yes or No icon and the Secretary will count votes.
 - ii. meeting will be recorded for the purposes of the Secretary accurately reflecting the meeting on the minutes.
 - iii. Participants will be muted all the time and will be able to speak by asking the Chair to unmute them by clicking on “raising hand” icon. Secretary will monitor the raising hands.
 - iv. Participants can ask questions through the “chat” icon. Vice Chair will monitor the questions.
4. Review of previous meeting’s minutes- Lucy Cayuela, Secretary
MOTION: Accept the previous meeting’s minutes (May 20, 2020)
Click on **Yes** or **No**
5. Funding Requests: Rene Cravioto
6. Present Financial Report – Treasurer John Taylor
Motion: Accept the unaudited financial report as presented.

Click on Yes or No.
7. Proposed 2020/2021 Budget – Treasurer John Taylor
Motion: Accept the proposed 2020/2021 Budget as presented
8. Election of PAC Executive 2020/2021 – Electoral officers - Past-Chair Cheryl D. Mitchell and Pamela Westerman
Motion: Accept the nominations for the CGPAC Executive as presented:

Candidates:

Chair

Rene Cravioto
Other

Vice Chair

Farhad Mehrkhodavandi
Other

Treasurer

John Taylor
Other

Secretary

Lucy Cayuela

Other

Members at Large

Genevieve Lauzon

Nadine Rogers

Other

9. Proposed CGPAC Meeting Schedule 2020/2021

- October 7, 2020
- November 25, 2020
- January 27, 2021
- April 7, 2021
- May 26, 2021 (AGM)

10. Principal's Report – Principal Suzette Dohm

11. Next Meeting: October 7, 2020 at 7:00 pm – In person or Virtual (TBD)

12. Adjournment