



Meeting Agenda - **Tuesday, Nov 5, 2019 - 6:00pm NHS Learning Commons**

Meeting dates - 2019 - Dec 10 / 2020 - Jan 14, Feb 11, Mar 10, Apr 14, May 12

Attendees: Tanya Pomaranski, Mira Salter, Christa Cooper, Kimberley Funk, Graham Sereda, Mark Lebar, Michelle Barnes, Kierra Doerksen

Chair Report (Tanya Pomaranski)

- Welcome here / intros – Order – 6:02pm
- Previous Minutes; motion to pass and post
- **Governance**
 - HSD PAC Liaison Mtg – Tanya provided an update on the PAC Liaison meeting.
 - HSD reviewed Vaping policy for Hanover schools. No vaping, e-cigarettes. Communication coming out to parents soon.
 - HSD provided Divisional Crisis Team review. Hold & Secure vs. Lockdown.
 - PAC may want to consider Do's and Don'ts reminders for parents (Grade 9 welcome)
 - PAC Kiosks - Nov 14 - Parent-Teacher – Tanya will manage kiosk for ticket sales
- **Student Involvement** (Kierra)
 - Draw for Snack Pgm Drive – Kierra drew Bar Fridge winner name– Val Funk
 - 60 jars were collected; program will start once/week to give us an idea of usage.
 - max could be 310 pieces of bread served if everyone takes/wants.
 - Volunteers-Tanya will reach out to two interested volunteers; pgm dates = ~ Mon/Tues would work best to start.
 - Canteen Feedback and discuss expectations for Student funding for canteen support
 - PAC confirmed a total of earned – 863 for the weekend canteen
 - Confirmed expenses to date = \$1000
 - Taco in a bag sold well
 - Pay after all tourneys and not week by week – 20% of lump sum profit to SLT
 - Canteen not open at breaks, only lunch (12-1; 4 – end)
 - Nov 8 – 9 tournaments
 - confirm times and requirements for Dec and Jan tournaments.
 - SLT expectations – PAC more effort
 - 12 students – only student volunteer time spent to be paid
 - SLT saving for - Hamper, grade wars, music, activities, school dance - DJ, snacks and drinks
 - More student notice would be better
 - #'s of volunteers needed - (Tanya will discuss w/ Adrienne)
 - Additional Fundraising Ideas
 - Ford test drive \$20/test drive
 - Spring raffle – flight for 2 – researching – need increased sellers, how to do that: prizes – Winnipeg hotel, spa
 - Food Drive/Xmas Hamper (Kiera)
 - SLT discussed on additional shift per month, bake sale at band concert, maybe at spring drama production. PAC can post a call for hamper donations if SLT would like us to do that. The hamper is for a local family. The money SLT gets is spent on gifts; possible \$35/kid and perishable food items.



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Principal's Report *(Kimberley Funk)*

- Presented and reviewed at each meeting. Kimberley presented and will follow up with document to PAC for posting.
 - Fundraiser – sell chocolates till Nov 30 to build student accounts toward seating, landscaping, etc. Grade 12 fundraise go to student directly
 - Parent/Teacher – sign up on parent portal to meet w/ teacher
 - Student clubs
 - Board game club – Tuesday
 - ESports – first tourney was Friday, smash bros.
 - SAGA group – sexuality and gender alliance
 - Year book, Vball, Bball
 - Learning
 - Grade 9 – film industry; tours & videos; gr. 12 project management working w/ bus owners creating bus proposals
 - Digital learning lab – ready to use

Financial Report *(Mira Salter)*

- **Account, Raffle Account and NCI PAC Wrap Up** - Close out Financials *(Lesley Reimer)*
 - no dollar figure; NHS general: \$500 split not in account yet Mira waiting for cash & deposit slip from Lesley.
- **Monthly Budget Rpt (Mira)**
 - upload PAC drive copy; presented @ each meeting
 - HSD reporting requirements - Nov, Feb, May
 - Prep reference Lorinda's LGA summary doc; include fundraising purpose for HSD rpt
 - HSD sends report to Kimberly; she will forward to Tanya
 - Lotteries states we can't move bingo & raffle \$ to general accounts, must be spent on items. HSD will understand MLCC rules & non-movement of \$
- **Online Banking** - tested and available
- **Vendor Accounts** – Gorp – underway. Bigway - tbd
- **HSD Tax Receipt Plan** - PAC will manage on request

Communication Report *(Leslie Bardal /Cyndi Wiebe / Tanya Pomaranski)*

- **Monthly Bright Arrow Emails**
 - Monthly email to parents; PAC reminders via Social Media
 - PDF copies posted on PAC>News Tab
 - Nov 6 msg includes - Mtgs, DYK, Bingo/Raffle Update, Staff Appreciation, Food Drive, Canteen Sign Up / Schedules, Bar Fridge Winner
- **Social Media - FB (via Parent Volunteer)**
 - Volunteer Shoutouts, Events, Mtg Reminders
- **Parent Resources (PAC Web Page)**
 - Volunteers create content; Communication team tweak/edit; School Review prior to posting for the following topics:
 - PAC FAQs (tbd), Driver's Ed (Mira), Grade 9 Welcome (tbd), Grad Parent Committee (tbd).



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Fundraising Report *(Event Leads)*

- **Corp Ask Letters** *(Tanya / Lesley R)*
 - Ask letter drafts underway; technical issues with PAC logo/letterhead design
- **Canteen Sales** *(Lesley Reimer/Christa Cooper)*
 - Nov 8 & 9 - V Boys, Dec 13 & 14, Jan 17 & 18, Jan 31 & Feb 1
- **Bingo - Oct 19** *(Lorinda Huebert/Lesley Reimer)*
 - 134 players, 5 generous sponsors, 15 amazing donors, and 20+ volunteers
 - Event fun for the whole family; raised \$1022
 - Next event date? Or something different? NMS and NHS teams will consult as the Spring Bingo idea may not be as viable given the local bingo activity.
- **Raffle - Spirits of the Season Tickets - Sept-Dec 10** *(Lesley Reimer)*
 - 100 books left to sell; @ 50% seller participation; less than one month left to sell
 - Prize donations still needed; actual prize or money accepted to increase profit margin
 - Community Events Sales dates - Nov 1 & 2 - JV Girls, Nov 8 & 9- VBoys, Dec 1 - Whitetail Market
 - Raffle 2020 - research underway

Program Support *(Executive)*

- **Green Space, School, Student Support - Goals and Plan**
 - **Short term- first priority - (1-2yrs)**
 - BBQ (sponsor), snack pgm, grass/trees/greenery (grant), shed (sponsor)
 - hydroponics - stands, heat lights, water systems - indoor garden?
 - Additional Student program support?
 - **Short term - 2nd priority - (2-3 yrs)**
 - planters/plants, benches (sponsor), trees/greenery (grant)
 - Fitbits (?)
 - **Long-term - (3+yrs)**
 - outdoor classroom, outdoor canopy and paved Oval Track, outdoor canopy.
 - Grant writing (including HSD \$2500 yearly), planning & budget #s required for each level. Need volunteer to research the requirements for \$2500 HSD grant – timing, requirements, etc.
- **Food Committee**
 - Morning Snack Pgm – See notes in page above.
 - New B's cafe / Freshii – Lesley Reimer has a meeting with the owner of Freshii – Sage Creek / Chicken Chef (Niv) to discuss hot lunch options



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- **Staff Appreciation - Nov 14 / Spring 2020** (*Christa Cooper*)
 - Nov 14; confirm dinner choice for staff, bus driver's morning treat, EAs lunch time event
 - Citrus avocado, no life threatening, shell fish; Kimberley to confirm follow up list of allergies by mid-week.
 - Bus: eta – 8:15-8:50 (12 recipients – Tim's coffee/muffin – volunteer to hand out secured)
 - Lunch – 12noon – 6 EAs – 2 Secretaries – Common Ground supplying lunch – volunteer secured to coordinate/deliver.
 - Supper: 3:45pm – 22 Teachers, 3 Custodians, 1 Secretary
 - Chicken Chef to deliver; Cheryl to direct delivery driver to Staff Room. Use compostable plate/cutlery supplies.
 - PAC to provide payment when invoiced.
- **Grade 9 Welcome - Parent Tour/ School & PAC Orientation - 2020**
 - School priority - date tbc; PAC provides intro/presentation - 5 W's & How
- **Grad - PAC Support**
 - Awards/Scholarships - Teacher Champion for eligibility requirements (2 x \$250)
 - Dinner tix goal - grad ticket complimentary via PAC fundraising support.
 - # of grads – 50 @ \$40/plate = \$2000 for dinner help with dances etc.