



Meeting Minutes - **Tuesday, January 14, 2020 - 6:00pm NHS Learning Commons**

Meeting dates - 2020 - Feb 11, Mar 10, Apr 14, May 12

Attendees: Kimberley Funk, Graham Sereda, Mark Lebar, Kierra Doerksen, Lesley Reimer, Tanya Pomaranski, Christa Cooper, Mira Salter.

Regrets: Michelle Barnes

Chair Report (*Tanya Pomaranski*)

- Meeting called to order at 6:05pm
- Previous Minutes - no questions; passed for posting
- **Governance**
 - Executive Nominations - open for submission. Due March 10.
 - Tanya to connect with current execs to discuss Sept 2020 status
- **Volunteer Needs**
 - NHS hosting - Reality Check Program - PAC reviewed the program;
 - 2 volunteers for the school day in April.
- **Student Involvement** (Kierra)
 - Jan 17 and 31 Canteens - no students needed.
 - Jan 17 - no parent volunteers available. Jan 31 - no school.
 - PAC will provide an update after Feb 1 Canteen.

Principal's Report (*Kimberley Funk*)

- Presented and reviewed at each meeting
 - Routines established; wrinkles ironed out. Feels like a well-oiled machine
 - Assessment week Jan 27 - 30
 - Grade 11 - Art evening event - Wed Jan 22 - free admission; refreshments
 - Bread for Breakfast program underway - about 1/3 students participating. Will begin to advertise the Tuesday morning program.
 - Phase 2 of construction will be wrapping up at the end of January and we will be moving the drama and band classes into their new spaces for the start of semester 2. No more bussing the band students to the middle school!

Financial Report (*Mira Salter*)

- **Monthly Budget Rpt** (*Mira*)
 - upload PAC drive copy; presented @ each meeting; ~\$1600 in general; canteen expenses caught up.
 - HSD reporting requirements - Nov, Feb, May; reference LGA summary doc
- **Online Banking** - Mira to follow up with NCU on fees and services t

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

- **Monthly Bright Arrow Emails to parents** - PDF copies posted on PAC>News Tab
- **PAC Social Media Reminders - FB (via Parent Volunteer)** - Volunteer Shoutouts, Events, Mtg Reminders
- **Parent Resources (PAC Web Page)** - Volunteers create content for subject areas; communication team will review/edit before school review and approval to post. Exec members will start to build on a few of the ideas listed below
 - PAC FAQs (Tanya), Driver's Ed (Mira), Grade 9 Welcome (Tanya), Grad Parent Committee (tbd).



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Fundraising Report *(Event Leads)*

- **Corp Ask Letters** *(Tanya / Lesley R)*
 - Ask letter drafts underway; ready when requirements ironed out - due March 2020
- **Canteen Sales** *(Lesley Reimer/Christa Cooper)*
 - Jan 17 & 18, Jan 31 & Feb 1
 - Jan 17 & 18 - parent volunteers unavailable
 - Jan 31 - PD day.
 - Feb 1 - confirm event hours; 2 parent volunteers; shout out for any additions.
 - Tanya to follow up with email updates to the group; update signage as required.
 - Lesley/Tanya to go over stock in prep and come up with a plan for left over stock.
- **Raffle - Spirits of the Season Tickets - Sept-Dec 10** *(Lesley Reimer)*
 - Draw held Dec 10; 4 tickets drawn on record. ~\$3100 to split between the schools.
 - Winners contacted; posted on social media; prizes claimed/delivered
 - Spring Raffle 2020 - online 50/50; application and planning in progress. No student prizes for this round; fundingchange.ca takes 15% for fees. We are starting low in the # of tickets to watch uptake and viability of online
 - Future options; plan for September 2020 once 50-50 is underway.
 - Consider a raffle students can help participate in - student prizes (i.e. grad dinner tickets? Lunch tickets?). Administration offered suggestions for online convenience in donating or purchasing - PAC to research paypal, moneris machine, app to donate

Program Support *(Executive will maintain list with Admin as priorities evolve)*

- **Green Space, School, Student Support - Goals and Plan**
 - **Short term- first priority - (1-2yrs)**
 - 1. BBQ (sponsor)
 - 2. shed (sponsor)
 - 3. hydroponics - stands, heat lights, water systems - indoor garden
 - NHS admin provide cost estimate to PAC - Chris Burns is the NHS expert. Kimberley/Graham to follow up on the wishlist to present to PAC.
 - Lesley to confirm sponsorship program once cost estimates and wish list confirmed.
 - Another item to add to this list is outdoor tables/seating; picnic table. Tanya to research vendor contacts.
 - Additional Student program support
 - The ESports program is looking for financial support (\$500-\$600). Executive confirmed - letter of submission outlining financial needs and use to present to PAC. Kimberley to follow up with the Committee.
 - **Short term - 2nd priority - (2-3 yrs)**
 - planters/plants, benches (sponsor), trees/greenery (grant)
 - dependent on surrounding CRRC campus plans



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- **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
- **Food Committee (Lesley Reimer)**
 - Morning Snack Pgm - update
 - two parent volunteers confirmed and will start working together. Tweak as we go.
 - Delivery reminder to bakery (Lesley) to deliver on request. Uptake = 1/3 of students. About 4 loaves per week are being used. Volunteers are communicating with PAC Executives to tweak, understand program goals and options as we move forward.
 - Freshii - Feb follow up with Freshii/Chicken Chef owner as Lesley was not satisfied with the initial proposal.
- **Staff Appreciation - Spring 2020 (Christa Cooper)**
 - Spring - April 23rd confirmed.
 - Pizza & salad = ok choices; chicken was not a first choice.
 - Meat Buns. Soup. Salad an option - Kimberley to provide Meat Buns contact to Christa
- **Grade 9 Welcome - Parent Tour/ School & PAC Orientation - 2020**
 - School priority - Spring 2020 or perhaps a bit early. Date to be confirmed.
 - Tanya to draft PAC slides for Executive review and feedback. NHS admin review in prep for presentation.
- **Grad - PAC Support**
 - PAC funding requirements for Grad Support
 - Awards/Scholarships - Teacher Champion for eligibility requirements (2 x \$250)
 - Dinner tix goal - grad ticket complimentary via PAC fundraising support.
 - \$40/plate x 55 Grads = ~\$2500 for June 2020

Meeting adjourned @ 7:00pm. Next meeting - February 11 2020