

Meeting Agenda - **Tuesday, May 12, 2020 - 6:00pm NHS Online Meeting**

Meeting dates - 2020 - Sep 15 (Annual Plan), Oct 13 (AGM)

Chair Report (*Tanya Pomaranski*)

- Raffle Draw - executives watched live FB event for NMS-NHS Raffle draw
- Previous Minutes; motion to pass and post; carried.
- **Governance**
 - New year meeting dates - approved; Tanya to coordinate updates to website
 - Annual Planning - May 25 - 6pm; Tanya coordinating budget prep and governance document updates.
- **Student Involvement - rotation complete**
 - SLT on board for next year; Canteen Schedule provided.
 - Lesley to plan schedule and shopping list for first canteen. We will not purchase or post until we know the start of the school year plan.

Principal's Report (*Kimberley Funk*)

- No activity update; school administration working on upcoming school year plans.

Financial Report (*Mira Salter*)

- **Monthly Budget Rpt** (*Mira*)
 - financials uploaded to PAC drive; report account activity/balances @ each meeting
 - HSD reporting requirements - Nov, Feb, May; include updates from LGCA accts
 - Mira provides account statements / financial sheets as of the May 30 timeline.

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

- **Bright Arrow emails to parents** - no email; monthly PDF posted to PAC>News Tab
- **PAC Social Media - FB (via Parent Volunteer)** - question out to HSD on our own page. Superintendent confirmed an HSD policy guideline will be. Tanya to fup at month-end. We use this for Volunteer shout-outs, events, mtg reminders
- **Parent Resources** - Volunteers create; comm tm reviews; school review/approve post
 - PAC FAQs (Tanya - in-progress), Driver's Ed (Mira - in-progress), Grade 9 Welcome (Tanya - not started), Grad Parent Committee (tbd), Emergency Response Plan (tbd).

Fundraising Report (*Event Leads*)

- **Corp Ask Letters** (*Tanya Pomaranski / Lesley Reimer*)
 - Ask letter drafts ready when required. Need one for the hydroponic indoor garden for the science lab; including an itemized cost list. Tanya to confirm with Graham; share with Lesley.
- **Canteen Sales** (*Lesley Reimer/Christa Cooper*)
 - New year program/support considered in PAC Annual planning; follow up in Sep.
 - Canteen cleanup on May 4
 - reviewed stock; discarded anything open and unfinished.
 - donated bread and spreads (upcoming expiry before Sept) to Helping Hands
 - discarded expired supplies.
 - left remaining supplies and stock where expiry date is into December / 2021.
 - includes all drinks in the fridge, condiments and taco bags (4 boxes)



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- **Raffle - Spirits of the Season Tickets - February - May 12** (Lesley Reimer/Lorinda Huebert)
 - Draw May 12 at 6pm. Final Jackpot @ \$1236; winner receives \$618. Funding change gets 15%.
 - PAC watched LIVE draw - conducted by Lorinda Huebert. Winning ticket # 0186007. Winner contacted by email to claim the prize; arrange contact-less delivery.

Program Support

- **Green Space, School, Student Support**
 - Review Goals / Plan document - review @ each mtg with Admin as priorities evolve for:
 - Short term- first priority - (1-2yrs)
 - Short term - 2nd priority - (2-3 yrs)
 - Long-term - (3+yrs)
 - Grant writing (includes annual HSD \$2500), planning/ budget #s for each priority
 - Tanya and Debbie to work on the plan document to outline the wish list and applicable grants.
- **Food Committee** (Lesley Reimer)
 - Morning Snack Pgm Update - (Debbie Blair)
 - Pgm on hold during school COVID closures.
 - MB Child Nutrition Grant app submitted.
 - Committee handbook - in progress
 - 3 volunteers - draft schedule for Sep in progress; Debbie confirms volunteer time.
 - Financials reconciled; budget for 2020-21 drafted.
 - Donation schedule/program - Debbie to outline potential donations to compliment funding.
 - Freshii - Freshii/Chicken Chef owner; on hold until Aug for Sep start-up. Lesley wants to be able to meet in-person with the owner to discuss plans, etc.
- **Staff Appreciation - Cancelled until new school year** (Christa Cooper)
 - Cancelled. We will plan for 2 events next year.
 - Shout out for donations when program resumes
 - 10 bus drivers; ~40 staff; EAs, Support, Custodians, remember evening staff as well
 - Lunch for daytime staff (and evening staff) - DIY Taco Salad / taco-in-a-bag
 - Breakfast - muffins made for Bus Drivers; to-go bag
- **Grade 9 Welcome - Parent Tour/ School & PAC Orientation - 2020** (Tanya Pomaranski)
 - Grade 9 registration underway - digital packages sent to parents May 8
 - PAC working on document for Parent Resources; school review prior to post
- **Grad - PAC Support** (Tanya Pomaranski/Lesley Reimer)
 - Awards/Scholarships - Teacher Champion for eligibility requirements (2 x \$250)
 - Comp Grad Dinner tix - \$40/plate x 55 Grade 12s = ~\$2500 for 2020
 - budget for 2021 - Tanya to follow up on projected graduates to plan for the same support.