



Meeting Minutes - **Tuesday, May 11, 2021 - 6:00pm Virtual Meeting**

Meeting dates - 2021 - Sep 14 (Ann Plan), Oct 12 (AGM), Nov 9, Dec 14 | 2022 - Jan 11, Feb 8, Mar 8, Apr 12, May 10

Attendees - Tanya Pomaranski, Lesley Reimer, Debbie Blair, Kimberley Funk, Mark Lebar

Regrets - Mira Salter, Christa Cooper, Graham Sereda

Chair Report (*Tanya Pomaranski*)

- Previous Minutes
- Governance
 - Executive Policy - circulate final copies virtually for review and approval
 - Annual Planning | Meeting Dates - Tanya and Kimberley to review 2nd Tuesday of the month dates for 2021/22

Principal's Report (*Kimberley Funk*)

- May email ready to post on website

Financial Report (*Mira Salter*)

- Interim Budget 2020-2021 review; HSD reporting - no updates only thing left is to pay is the graduation scholarships and the appreciation days.
- HSD Reporting back on the table - May 30 reports due June 15. Review HSD financial policies as part of annual planning.

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

- Web Page Updates - updates to Karin after the meeting; one more update prior to year-end
- PAC News - Bright Arrow Email; submitted and distributed May 5
- Social Media - Insta, FB, Twitter - Student Appreciation Thank you, Staff Appreciation Notice. Donor draw winner announcements prepared. Includes grad graphic/congratulations.
- Parent Resources - Drivers Z in progress - draft ready for September.
- Grade 9 Parents - within COVID restrictions - how do we reach new parents? - see below

Fundraising Report (*Event Leads*)

- Raffle and Canteen on hold remainder of the year.
 - Raffle - TBD - (Lesley Reimer) - begin plans/research for Fall 2021 - virtual raffle perhaps a 50/50 or an online chase the ace might be an option
 - Canteen TBD - (Lesley Reimer/Christa Cooper/Debbie Blair)

Program Support (*Executive*)

- **Green Space, etc.**
 - 3D Digital Printer - NHS - estimates, PAC - Community Grant Foundation - submitted, await response over the summer. Purchase cannot be made until fall if awarded.
 - Science Lab Sponsorship - on hold post pandemic (Lesley Reimer)
 - Wish List & Grant research - continue and maintain for future (Debbie/Tanya)
- **Food Committee** (*Executive/Debbie*)
 - Canteen closed - snack pgm on hold; still looking at the same option as year ago or new options
 - Any content to clean out /donate before summer? Should be clean.
 - Revisit content in September.



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- **Support & Appreciation** (*Executive/Christa*)
 - Staff Appreciation – due to restrictions changing we changed the date to first week of June for both staff, bus drivers and grads. We sent out facebook looking for donations. Offered gift cards up for grabs for people who donated. Didn't work out with Big smook and opted for Extreme Fries which was a big hit
 - Student Appreciation – year end treat. Perhaps BDI or another treat option, a surprise for the kids for now

- **Grade 9 Welcome - Spring 2021**
 - Parent orientation/tour - on hold
 - PAC to put together a welcome/info package email for parent distribution; administration will review for September.

- **Grad Support - 2021**
 - Parent Committee Champion
 - Awards/Scholarships - June x2 awards - Details and eligibility confirmed with Deanna.
 - Revisit policy during annual planning. Given the last two graduations, does our reimbursement guideline make sense?
 - Looked at different options for grad keepsakes but due to lack of fundraising our options were limited and so we will look at this again next year.