

P.A.S.S. Agenda for September 27, 2017 (6:00-7:00 PM)

Attendees:

Topics	Lead	Points to Cover	Meeting Discussion Outcomes
Call to Order	Sherra	<ul style="list-style-type: none"> • Additions to agenda and motion of approval • Motion to accept previous June 2017 meeting minutes (if no amendments) 	<ul style="list-style-type: none"> • Call to order at 6:28 • Jenny motioned to accept agenda. Kristina 2nd • Kristina motioned to accept meeting minutes. Jenny 2nd
Introductions	Sherra	<ul style="list-style-type: none"> • Welcome to all and a brief overview of P.A.S.S. 	<ul style="list-style-type: none"> • Review of objectives of PASS, collaboration, programs, communications, support and financials
Votes	Sherra	<ul style="list-style-type: none"> • Ratify vote held via E-mail regarding “Meet the Staff Night” on September 19 (PASS supported funds for door prizes, snacks and decoration needs) • Ratify vote/outcome held via E-mail in June regarding soccer nets • Hot lunch / Sausage order • Refrigerator Cooler • Idea of draw prizes throughout the year for volunteer support 	<ul style="list-style-type: none"> • Ratified the voting held via E-mail regarding “Meet the Staff Night” on September 19 regarding door prizes and PASS support. PASS agreed to pay for door prizes in amount of \$75-100 in addition to covering snacks and refreshment costs and decoration needs. Successful night! • Soccer net update to follow when more info and discussion available with Ag. Society. Not being used any more and storage/vandalism were concerns • Dallas made motion to accept purchase of sausage for hot lunch from Cheer and that person take charge and coordinate the hot lunch. Yvonne 2nd. Carried. • Fridge/cooler space in Foods room is lacking. Identified one from Costco for \$4,000. Listed all benefits to curriculum, hot lunch program, milk program, Xmas dinner, Drama Club, CTF program, etc. Possible use of Casino funds. Rene made motion option to purchase through school (online option) pending casino funds. Dallas 2nd. Carried. • Brainstorming to help with engagement of

			<p>activities and support needs. Draw prize idea and if PASS would support funding some prizes (i.e. signing up for Remind App, Help at annual Pancake breakfast, other volunteering through year, etc). Discussed earmarking possibly \$200 for draw prize program. Yvonne made motion to bring forth plan for next meeting to flush out concept more. Jenny 2nd. Looking at donation potential as well. We also have 5 left over Fundschrift gift cards to use up.</p> <ul style="list-style-type: none"> • Kristina made motion to support milk program and run \$ through PASS. Yvonne 2nd . Carried.
Year-end Review	Sherra/Yvonne	<ul style="list-style-type: none"> • Summary report (hand out) and financial report (handout) • Donation carry over – Royal Legion \$5000 and remaining funds from skating club for K-3 skating option 	<ul style="list-style-type: none"> • Review of financial summary. Note carry over from donations for this year which is not reflected in total right now. Also late invoice for laptops which will be reflected in next month’s casino total.
Upcoming Volunteer requests	Sherra	<ul style="list-style-type: none"> • 2 volunteers needed for Picture Day October 5 8:45 to 12:00 approximately – opportunity for discount • Potential grant applications for healthy eating / active living • Potential of a Milk Program 	<ul style="list-style-type: none"> • Sherra working on finding volunteers for picture day. • Ms. Paige Dupliese has ran the Milk program in the past and offered to run program at SCS month to month but would need to run \$ through PASS the rest she can do. Would charge 0.65 for milk

<p>Planning</p>	<p>Sherra / Kristina</p>	<ul style="list-style-type: none"> • Short and long-term needs for the year <ul style="list-style-type: none"> ○ Volunteer Sheet and various opportunities ○ Financial self-audit before December ○ Important dates ○ Staff wish lists • Fall/Winter Fundraising opportunities <ul style="list-style-type: none"> ○ Little Caesars – Order forms out now / October 17 Pick up ○ Winter Poinsettia – Order forms out November 6 / Pickup November 30 ○ Other options (Note the next Casino in late summer/fall of 2018) • Upcoming Annual occurrences <ul style="list-style-type: none"> ○ PASS insurance submission around November ○ Financial self-audit ○ Casino report submission 	<ul style="list-style-type: none"> • Collecting volunteer sheets sent out • Important dates attached and will update monthly • Kristina and Sherra will do financial audit in November • Will collaborate on wish list needs as they come about • Pizza fundraiser starting soon – ready to go and booked for winter poinsettia one next • Will review annual occurrences next month as timeline approaches
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Next Meeting Date: October 18 from 9:00-11:00

Adjourn Meeting at ____7:05____PM