

**Terry Fox Secondary School
PAC Meeting Minutes
October 19, 2023 7:00pm
Held in Library, TFSS**



Attendance: PAC Executive & Committee Members

Chair	Andrea Howorth	Present
Vice Chair	Kelly Cooper	Present
Treasurer	Jamie Manchester	Present
Secretary	Andrea Jabour	Present
Fundraising Coordinator	Lisa Currier	Absent
Social Media Coordinator	Karen Last	Present
After Grad Liaison	Kelly Cooper	Present
DPAC Representative	Paulina Larrain	Absent
Members At Large	(Dee) Asmund	Present
	Jimmy Fung	Present
School Administration	David Starr	Absent
Members Present:	Myra Golab, Darian Noel	
Other Guests:	-	

Contact Emails:

PAC: terryfoxpac@gmail.com
 Dry Grad: terryfoxdrygrad@gmail.com

Meeting called to order by Andrea Howorth at 7:01 pm.

1. Welcome & Introductions

2. Additions to Agenda

None

Approval of Agenda				
MOTION:	Andrea Howorth	SECOND:	Dee Asmund	CARRIED

3. September 21 meeting minutes were approved via email and are posted on the school website —> [click here](#).

4. Committee Reports

- a. PRINCIPAL'S REPORT:** David Starr unable to attend. Report provided.
- i. Hazel Trembath School support – link to donation form organized by SD43 Foundation. [DONATE HERE](#)
 - ii. Athletics are in full swing.
 - iii. MyEd mid reports and contact forms have been sent out. Please return changes on form to the office.
 - iv. University visits are upcoming – please see the calendar on the website for all info session details.
 - v. Appropriate Halloween guidelines sent out by District Superintendent.
 - vi. Nov 12-20 Grad photos.

b. PAC EXECUTIVE REPORTS

Chair: Andrea Howorth

- i. Nothing to report.

Vice Chair: Kelly Cooper

- i. Nothing to report.

Treasurer: Jamie Manchester

- i. Gaming Account balance - \$38,725
- ii. General Account balance - \$11,190
- iii. Total funds available \$49,916

Secretary: Andrea Jabour

- i. Nothing to report.

Social Media Coordinator: Karen Last

- i. Instagram account opened – follow @terryfoxsecondarypac
- ii. Send ideas for posts or events/fundraisers via message on IG.
- iii. Criteria for appropriate posting guidelines to be provided by social media coordinator at an upcoming meeting.

DPAC: Jamie Manchester provided report

- i. Next meeting is on October 25, 7pm. Meetings moving online due to Hazel Trembath relocation. Link on DPAC page.
 1. Superintendent will be providing information on secondary report cards. Change from letter grades.
 2. NaloxHome info session will be presented.

Fundraising: Andrea H to report

- i. See Craft Fair below.

Grad Liaison: Kelly Cooper

- i. Email sent to grade 12 students/parents. If you did not receive it please contact terryfoxdrygrad@gmail.com. Committee is collecting contact information to keep graduating parents informed.
- ii. Fundraising
 - 1. Oct 25 Me and Ed's
 - 2. Dec 3 - pub night - location TBD
- iii. Central City Fun Park booked for 2024 event.
- iv. \$6,100 carried to budget from previous year
- v. Details being worked out on transportation, changing facility, security, etc.
- vi. Next meeting Monday, October 23 @ 7:30pm

Members at large: Jimmy / Dee

- i. Solarmax - eclipse event – sold glasses and have fundraising events upcoming.

5. Business Arising from Previous Minutes / Old Business:

- a. Craft Fair - November 4
 - i. Craft Fair - varied selection of craft categories. Limit overabundance of one kind of product.
 - ii. Sold out for tables = 142.
 - iii. Volunteers – students, leadership team, dry grad, football, basketball, all providing volunteer support, food and beverage and other services.
 - iv. Signs going up this week. Marketing in full swing.
 - v. \$2 admission. 12 and under free.

6. New Business:

- a. Hazel Trembath Elementary
 - i. School receiving lots of community support. PAC will provide awareness and link to donation site provided by SD43 Foundation. Any other requests will be reviewed. [DONATE HERE](#)
- b. Wish list on grant funds
 - i. \$56,000 funds to allocate. Jamie reviewed each request submitted and the determination of funds.

Approval to allocate 2023-2024 PAC gaming & general funds as presented by Treasurer

MOTION:	Jamie Manchester	SECOND:	Dee Asmund	CARRIED
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7. Next meeting date:

- a. Thursday, November 16, 2023 at 7pm in the Library.

8. Meeting Adjournment

- a. Meeting adjourned at 8: 31.