

PHSS Grad 2025 Committee Meeting
Wednesday, November 13, 2024 MINUTES
PHSS Library, 6:35 – 7:31 pm

1. Last month's minutes – accepted
2. Additions to agenda – none
3. Fundraising
 - \$4940.55 in account after paying for t-shirts
 - This coming Saturday Nicole planning on setting up outside of save-on from 11:00 – 3:00 to sell raffle tickets; ideal to have kids doing it; could try to set up some sort of banner/poster to advertise that it's for the grads
 - Agreed to do bake sale at U11 hockey tourney Dec. 7th weekend
 - Meat raffle and save-on hot dog sale dates (Danna/Mike); Danna absent but Amanda can reach out to her
 - PAC donation ; last year PAC contributed towards photography so will request same for this year
 - Concert society due later in November; Amanda will pick up napkins and bottles of water; jar for donations and poster needed
 - Generic donation letter needed; Amanda has template that can be used as starting point
4. Decorating
 - Subcommittee to meet to get list going and can go ahead and start ordering decorations (i.e. don't need to run past larger group)
 - Need to find out when can we get into golf course to decorate, take casino and photo booth stuff (Nicole)
 - Amanda will email Mr. Dyck about potentially building new arbour; Dave Pratt can provide wood
 - Decorations can be started in gym a week or so early; things must be done in certain order so once decoration vision is clear can start getting order figured out; paper lanterns should be doable
5. Banners on Market Street
 - submitted letter to district and they have approved
6. Photographer
 - Kim sent quote this afternoon: option 1) cap & gown / foyer candid \$1755; or option 2) \$2175 which would also including bus tour / 1 hour at golf course; would need firm deadline date for photos to be ready (Marnie to follow up)
 - Brian Texmo also a possibility for golf course portion; Amanda will reach out to Brian for quote
 - Once all info received, post will be made on facebook for a vote
7. Convocation

- what are our responsibilities? need to figure out guests / number of rows needed but otherwise just there to enjoy; maximum 10ish guests per grad should be okay
 - cap/gowns order; grads get to keep cap
8. Walking ceremony
- Need someone to be in charge of the music; Frank McLean is currently training a student so may be able to utilize them; Amanda can follow up with Frank
 - Lisa Harrison might be able to do slideshow; Amanda can reach out to see
9. After grad
- Aries security volunteered to provide their services for free; additional guests showing up at golf course could be a concern; dry grad behavioural expectation form will need to be signed
 - night golf; need someone to take on planning; Laina can reach out to golf board president (maybe 3 holes?); ask about golf carts use
 - photo booth
 - prizes...2 or 3 big ticket ones, then draw for all grads to get something? these prizes will be for grads only
 - casino prizes; will people to run casino games (could do outside or downstairs); casino money (where to print? follow up with Sandy Grenier)
 - snacks, drinks...mocktails? will need someone to make them - Kevin Moore a possibility
 - DJ or just music by the grads? grads can make a playlist
 - how many parents/chaperones should we have? 12 per shift (there will be an early and a late one)
 - Nicole can touch bases with Peggy about tear down of tables, etc. but could take care of while kids are out night golfing
 - Bus will basically be needed from 6:00 until after midnight and cost likely around \$400; grads will get bussed to course @ 6:00, then will return to town to pick up guests around 7:45 (i.e. after dinner); then at end of night the bus will be available to run people back to town at 10 and again at 12; would be good to get booked sooner than later; Anna will submit application
 - need to start figuring out individual budgets – decorations, prizes, casino prizes, etc.
 - need to figure out options for food to narrow things down; need to id 5ish options for students to choose from – buffet preferred; Amanda to see if Nicole can follow up
10. Update from grads
- lawn sign design needs to be decided on
 - background for bleachers; grant bay background still in storage for sizing reference; wayfair an option; last year was simple with tulle and year; boughs with white twinkle lights an idea
 - other games for after grad?

11. Thank you's

- card with grad group photo on it, have template they all sign? Amanda willing to organize the thank you cards and has started a list; please start sending names of anyone who will need one to Amanda

11. Other

- Beach clean-up bumped to May; Amanda to check with Nicole
- Parents to please get criminal record check completed asap so not huge rush at last minute; need to identify what for and will need to include vulnerable sector; Amanda to make post on facebook site; will be required for anyone over 19 that isn't a student or employee within SD85

12. Next meeting – December 11