

BALLENAS PROM 2025

Meeting Agenda

Date & Time: Wednesday, December 11, 2024 @ 6:30pm * *Leads Only* *
Location: Ballenas Learning Commons (Library)

ATTENDEES

Prom Leads:

Co-Chairs: Jill Brown & Emma Fukushima
Committee Leads:
Decor: Jessylee Spence
Entertainment: Rochelle Levins
Event Coordination: Jill Brown & Emma Fukushima
Food/Drink: Ruby Forrester
Fundraising/Prizes: Joanne Devaughn

Communication: Karri Kitazaki
Secretary: Krystal Crompton
Treasurer: Cayla Woll

Stay Connected & Informed

All parents/caregivers, with students graduating in 2025, are invited to stay connected & Informed about Prom via:

- ☐ **EMAIL:** Send email to bssgradinfo@gmail.com and asked to be added to the mail list
- ☐ **WEBSITE:** Visit the [Grad Parents](#) section of [Ballenas Website](#) for Agenda, Minutes, Posters, Shout outs for volunteers, Fundraiser Updates...

Please Note: There will not be any parent/caregiver Prom Facebook or Social Media Pages

AGENDA

1. **Call to Order:**
2. **Welcome / Traditional Territories Acknowledgment:**
"We would like to acknowledge that Qualicum School District exists within the territories of the Coast Salish People and with the shared traditional territories of the Qualicum and Snaw-Naw-As (Nanoose) First Nations"
3. **Co-Chairs Update:**
 - a. City of Parksville Grant Update (Ruby)
4. **Treasurer Update:**
5. **Committee Leads Update:**

- i. Decor (Jessylee Spence)
- ii. Entertainment (Rochelle Levins)
- iii. Event Coordination (Jill Brown & Emma Fukushima)
- iv. Food/Drinks (Ruby Forrester)
- v. Fundraising/Prizes (Joanne Devaughn)

6. Unfinished Business:

7. New Business:

- a. End of year check-in with Leads. (Overall...how are meetings, planning, participation going? What are the next immediate items to discuss in January?)

8. Open Discussion:

9. Next Meeting:

10. Meeting Adjourned: