

KSS Prom 2025 Parent Prom Minutes
24-Apr-2025 @ 7pm
KSS Library

1. Welcome and Land Acknowledgement

2. Attendance

Adults: Sarah Caruso, Andrew Lee (Acting Principal), Kathleen Primeau, Anne Skipsey, Rebecca Ladd, Kelly McBride (Treasurer), Lisa Haupt (Chair), Vanessa Foster, Jenn Galloway, Lorna Gray (Secretary), Angie Roberts (Co-Chair), Jolaine Kelly, Sarah Elson-Haugan (Vice Principal), Shelly Griffin, Tracey Unger, Naomi Domes.

3. Adoption of the Agenda: Angie Roberts made a motion to adopt the agenda. Kelly McBride seconded. Passed unanimously.

4. Approval of Minutes: Sarah Caruso made a motion to adopt the minutes from April 7th 2025. Kelly McBride seconded. Passed unanimously.

5. Principal's Report (Andrew Lee)

Not a lot to update on.

103 remains the number of grads who have paid deposit/balance for prom. Still time left.

Need to put reminders on paper contract packages to encourage students to return to office.

Buses have been booked - cost \$550

Likely to get \$1000 from BC Liquor, comes in later and paid forward to next years grad.

The KSS grad committee will choose the students who get scholarships and utilize grad prom funds.

Ms. Martens will come to Cuckoo and cross-reference students, she knows where the red carpet is located now for use in June.

6. Treasurer's Report

Current Balance \$33,951.00

Still need final numbers for ticket sales

Still to pay Cuckoo, decorations, photographer, and entertainment

We made \$2152.00 from carwash at Parksville Family Ford

Kids need to write carwash thank you cards.

Got meat donation from MeatCraft – Thank you

21 Shady Rest Cards left

32 left for French Creek Pub (Can buy at door too) - Phone and book a table if you are buying a ticket.

Please email mcbridekelly30@gmail.com if you have questions about the budget. Kelly is happy to address any questions about prom committee's finances; transparency is a priority.

7. Committee Updates

Fundraising: Jenn Galloway

Beer and Burger is Saturday 26th May - 5-7.30pm.

There are enough student volunteers

Try to get more adults to attend.

Security Committee: Jenn Galloway

Once fundraising is done, put out call for volunteers (MAY).

Need a substantial number of volunteers.

Prom Activities: Naomi Domes

No mention of buses in the insurance document, does this need to be updated?

Andrew Lee confirmed that when school buses are rented, the School District covers the liability.

Mia's Aunt offered to do dance lessons ½ hour (line dancing).

Insurance has been submitted.

The Commons don't require any additional info.

Commons, Cuckoo, Legion are the 3 venues listed on the paperwork.

\$405 for the insurance policy - HUB International (Bonnie Round)

We will pay a donation to The Lions Club for Casino Tables (donations fund - \$200)

MOTION: Lisa Haupt made the motion to donate \$200 to the Parksville Lions Club for the use of Casino Tables and equipment for the prom. Sarah Caruso seconded. All in favour.

Naomi looking for donations for spin the wheels prizes - tricky, required 2-3 phone calls.

Got Popeyes, Wendy's, McDonalds, Gift cards, Barbarito, Sunset Bowling etc.

MOTION: Kelly McBride made the motion to allocate up to \$500 on gift cards for Spin the Wheel prizes. Lisa Haupt seconded. Motion passed.

Decorating Committee: Tracey Unger

2 plans (rain or shine)

Worked out floor plan and layout for activities.

Got everything from storage unit.

Grad Parade: Anne Skipsey

MOTION: Lisa Haupt made the motion to give up to \$250 as donation to the Committee Security Group who are helping out at the parade. Sarah Casruso seconded. Passed unanimously.

Susan Payne is a contact for first aid for the parade (Search & Rescue contact).

More to come later once we know numbers and get forms back etc.

End of Year Gift: Sarah Caruso – wait till we get the numbers.

Breakfast at legion: Jolaine Kelly

Jolaine has volunteers to cover the two breakfast shifts; Jolaine Kelly and Shannon Cowan & husbands.

Breakfast is planned for 80 students and it's OK if more students come. Payment to the Legion is \$560.

Breakfast sign up is in the paperwork contract.

Lisa will look after student with dietary restrictions for breakfast. (Gluten, Dairy, Vegan)

8. New Business – covered already
9. Next meeting – Thurs 15th May 2025 in the Library
10. Meeting adjourned 8.29pm