

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

1. **Welcome:** Land Acknowledgement

2. **Attendance**

Adults: Sarah Caruso, Andrew Lee (Acting Principal), Kathleen Primeau, Rebecca Ford, Anne Skipsey, Kelly McBride (Treasurer), Lisa Haupt (Chair), Vanessa Foster, Jenn Galloway, Naomi Domes, Lorna Gray (Secretary), Angie Roberts (Co-Chair)

Students: Robert Roth, Eliza Bryzgalska, Piper Galloway

3. **Adoption of the Agenda:** Kelly McBride made a motion to adopt the agenda. Sarah Caruso seconded. Passed unanimously.

4. **Approval of Minutes :** Kelly McBride made a motion to adopt the minutes from March 10th 2025. Sarah Caruso seconded. Passed unanimously.

5. **Principal's Report** (Andrew Lee)

Kelly McBride requested 2 buses. Andrew Lee will put in a requisition for buses.

103 students have confirmed attendance to prom so far.

Andrew can share the Prom Attendance Contract on "permission click" and can offer a paper version for those who want it.

A review of the contract and associated forms has been done by the group.

There are 18 spots for an initial check. The order of sections to check will need to be set up in Permission Click.

Andrew Lee is not sure how prom committee distributes scholarships - will check.

6. 2024/2025 Grad Student Council

Pie a Grad has been arranged for Friday 11th April

An Easter Egg Hunt has been planned for Friday 17th April

A picnic has been arranged for 3rd May weekend

Camping on hold for now.

Request of students is to get parents and students to sign up to volunteer on SignUp Genius. Next event is Car Wash 12th April followed by Beer and Burger Night 26th April 2025.

Eliza Bryzgalska will post on the student chat group. There is a meeting tomorrow she will share the information with the group.

Car wash – 12th April 2025

Beer and burger – 26th April 2025

7. Executive Update

Updates to grad parade form – addition of map for parade, parents parking, muster point, spacing of music.

Parent can contact kssparentgrad@gmail.com if they want to chaperone on the bus from QB Commons to Cuckoo after the parade or any volunteering role.

We can request that the photographer come at 4pm.

3-4 volunteers have been confirmed for screening.

2 chaperones required for bus supervision and at Cuckoo while waiting for red carpet.

30 - 50 volunteers will be required to pull off the whole event.

Treasurer's Report

Kelly McBride provided a spreadsheet for latest finance balances. Fundraising target is ~\$8K but this is dependent on the number of tickets sold. We won't have final numbers until May. Scholarship funds were cashed from previous years grad.

There is a scholarship offered by BC Liquor Stores for high school prom. Will investigate.

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.

Kelly confirmed that Thank you card have been written for Fosters Tree Care & Uhaul Storage. We appreciate all our sponsors and donors!

8. Committee Updates

Fundraising: Jenn Galloway

Upcoming events are car wash and beer & burger.

\$30 for Beer and Burger ticket (\$15 goes toward grad prom)

We have \$25 Shady Rest gift cards available now for sale (\$7-8 per card) goes towards grad prom.

Dielman fundraiser is completed now, funds raised were ~\$280. Thank you Angie Roberts for organizing.

Security Committee: Jenn Galloway

Met with Fausto again and Simon from Footprints.

3-4 volunteers have been confirmed for screening.

2 chaperones required for bus supervision and at Cuckoo while waiting for red carpet.

We will start security sign up in May.

Prom Activities: Naomi Domes

We should do a walk-through again before June 7th, to finalize the spacing of activities at Cuckoo.

Decorating Committee: Tracey Unger

Everything has been ordered, still coming then will go through it all.

Thrifty's floral dept online donation application. Would be able to do something,

Grad Parade: Anne Skipsey

A letter has been drafted to the School District with intentions of grad parade route and request of approval to end the parade at Qualicum Commons and have buses to transport students to Cuckoo from that location.

Anne will need a copy of HUB Insurance certificate to give to the town.

Anne will provide a map with parade route for the contract letter.

End of Year Update: Sarah Caruso

Sarah shared some new logo ideas and suggestions.

All in favour - Sarah can go ahead and plan.

Breakfast at legion: Jolaine

Event planned, will need volunteers closer to the time.

Activities

The plan is to have insurance coverage from Friday to Sunday due to set up and take down.

Naomi has been in touch with the Lions Club who have agreed to let us have Casino Table, Black Jack Tables and Crown and Anchor. This will save us money and we can cancel the casino tables with the supplier.

We have access to Prize Wheel from Ballenas.

We can figure out prizes, choc bars, gift cards etc. closer to the event.

There will not be an area for extra bags.

If the decision is made that storage space is required for bags, Sarah Caruso offered to get a Uhaul container which can be set up outside the venue.

Dinner/Table Plans

Still to decide. We can put together table plans, it may be easier for students with food sensitivities as servers will know who's who.

9. Next Meeting: 24th April @ 7pm in the library

10. Meeting adjourned: 8.45pm