

KSS Prom 2025 Parent Prom Minutes  
10-March-2025 @ 7pm  
KSS Library

**1. Welcome: Land acknowledgment**

**2. Attendance**

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

**Students:** Robert Roth, Eliza Bryzgalska

**3. Adoption of the Agenda**

Sarah Caruso made a motion to adopt the agenda. Kelly McBride seconded. Passed unanimously.

**4. Approval of Minutes from February 18<sup>th</sup>**

Anne Skipsey made a motion to adopt the previous meeting's minutes. Kelly McBride seconded. Passed unanimously.

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

Commencement & Prom information is posted on the Kwalikum Secondary website.

<https://www.sd69.bc.ca/school/KSS/students/graduation/commencement/Pages/default.aspx#/=>

Grade 12 assembly took place recently.

Students were reminded of all the important dates and timelines.

Students have been reminded to make sure all work is completed and handed in. Any outstanding fees for books and resources are paid.

Sign-ups for Capstone will open Spring Break and presented in May.

Generally, things tend to move quickly after Spring Break. Mr. Lee encourages students to enjoy this time but don't lose momentum.

Scholarship applications are due on Thursday 13<sup>th</sup> March 2025 (Thursday).

If students are unsure if they are in the right place on Google Classroom ask Mr. Lee.

Students must ensure they have submitted their height details for gowns, since these will be ordered very soon.

**Important Grad Dates:**

May 2025: Valedictorian selection

2-Jun: Commencement tickets available at front office (Grads allocated up to 5 ticket and can request more if needed)

7-Jun: Prom at Cuckoo

11-Jun: Grad Walk/Pancake Breakfast

20-Jun: Year-end assembly

26-Jun: Commencement

93 deposits have been paid so far for prom tickets

Action: Andrew Lee would set up reminder notice through SchoolCash Online so that people know how to pay for their ticket.

**Prom Contract Letter:** Sarah Caruso took a copy of the letter and will start to edit and update. Age recommendations for grad guests are suggested to be 15-21 years old. The contract needs to be updated

and approved by the end of March.

**MOTION: Lisa Haupt made the motion to allow an age window 15-21 yr old as guests at the grad prom. Angie Roberts seconded the motion. Passed unanimously.**

**Suggested Dates:**

1-May: Students sign and return a signed contract.

15-May: Students commit and pay for prom; final numbers are provided to Fausto at Cuckoo.

**6. 2024/2025 Grad Student Representative (Eliza Bryzgalska)**

Students have been discussing a grad camping trip. They are thinking of Mothers Day weekend, but waiting on final dates and confirmation.

A Student Car Show has been discussed but not finalized.

**7. Treasurer's Report (Kelly McBride)**

We may need to raise between \$4-10K depending on ticket sales. We need to get final tickets numbers asap as we have based all calculations on 150 students attending.

General Account Balance: \$31,437.38

Pay forward: \$10,020.28

Scholarship: \$2,500.49

**Funds raised so far \$16,922**

Donations: \$2,450

Moonlight Madness: \$3025

Winter Formal: \$407

Bottle Drive: \$7,637

Tree Chipping: \$820

Meat Draw/50.50: \$1,533

Off the Hook: \$1,050

\$2K was allocated for the decoration committee.

\$1K has been allocated for honorariums for any volunteer organizations who help.

**Still to pay final balances**

Photographer, entertainment, cuckoo dinner, decorations, casino tables, transportation (buses), Insurance and grad gifts.

Please email [mcbridekelly30@gmail.com](mailto:mcbridekelly30@gmail.com) if you have questions about the budget. Kelly is happy to address any questions about prom committee finances; transparency is a priority.

**8. Committee Updates**

**Fundraising Committee (Jennifer Galloway)**

Shady Rest: We will start the Shady Rest gift cards fundraiser after Spring Break. Will purchase 75 cards to begin with. They have offered same deal as Off the Hook. (\$18 per card)

Car Wash: Family Ford Car Wash Fundraiser. Still waiting for the date, but sometime in April. We need ~30 volunteers to host the event who will have different tasks, car washing, holding signs, cooking burgers on BBQ. Their last event raised \$1000.

Beer & Burger: Will do a beer and burger at French Creek Pub to say thanks for your support at Superbowl/Meat Draw.

Dieleman Fundraiser (Angie Roberts): Only 2 orders so far. This is a very lucrative fundraiser. Please share this link as it closes soon, at the end of March.

[https://www.dfscanada.com/shop-now/?participant\\_code=0044230](https://www.dfscanada.com/shop-now/?participant_code=0044230)

#### **Security Committee (Jennifer Galloway)**

Jenn Galloway and Anne Skipsey are planning to meet Simon from Footprints at Cuckoo. Trying to figure out dates for an onsite visit.

Jenn got approvals from Brent at SD69 that the use of school buses are approved, we can let admins at KSS office know.

#### **Prom Activities (Naomi Domes)**

Naomi re-confirmed all the table and inflatable rentals – all good to go.

Still to confirm the delivery time before the event and pick up time after the event.

Need to check with grads on the dance lessons and other activities mentioned e.g karaoke

Got the Naloxone kits.

Jenn Galloway confirmed we'll have two first aid attendants on-site (search and rescue personnel)

#### **Decorating Committee Update (Tracey Unger)**

Tracey had a great meeting with the committee volunteers.

They managed to nail down their vision and plan things out.

Still awaiting pricing for flowers.

Tracey is confident pricing for all decorations will come in under \$1500.

She can order things to get delivered to her house to ensure the order is correct and the quality is acceptable.

**MOTION: Angie Roberts made the motion to give Tracey the authority to go ahead and purchase the items. Sarah Caruso seconded. Passed unanimously.**

After speaking with Fausto at the last visit. The decoration team will be able to start setting up the night before, depending on if Fausto rents out the Taqueria. They can come back at 7am to do the finishing touches and organize the red carpet and podium.

Tracey and the decoration team will also take responsibility for bathroom and feminine products.

All helpers will likely be volunteering the night before, the morning of and at the end of the night.

The insurance package we have does cover us for 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> June 2025.

Sarah Caruso recommended Timeless Party Rentals for lettering.

Check with Fausto we can use outhouse/cottage for storage?

#### **Grad Parade (Anne Skipsey)**

10 volunteers have been secured from the local safety committee.

Would like to offer a small honorarium if we are able.

We need the name of a first aid person (Carson Schneider's dad Erin was nominated – to confirm)

Start time proposed 3:30pm

Haven't heard back from seaside cruisers on convertibles for grad parade.

### **9. New Business**

#### **Ticket Hardship**

There may be a few students who are unable to attend grad due to ticket price. Information has been communicated through Mrs. Burton.

Good news – An anonymous donor offered to help students who can't afford to pay.

**Decision on bus transportation from Qualicum Commons to Cuckoo's.**

Attendees had an enthusiastic discussion on the pros and cons of bussing, where the security screening should take place and who should carry out screening/searches.

Students participating in the grad car parade, would be security screened after the parade, then bussed to Cuckoo. 2 buses would be available for a total of 8 trips.

When deciding about buses, student safety, road safety and operational efficiency were the top priorities.

Using buses will promote road safety during the event.

It will minimize disruption to the surrounding area in Qualicum and at Goats on the Roof.

Reduce traffic congestion on roads to Coombs and alleviate pressure on parking.

It will keep the event running smoothly, students can walk red carpet when they arrive, prevent bottlenecks.

**MOTION: Kelly McBride made the motion to arrange bus transportation. Jenn Galloway seconded. Passed unanimously.**

There will be a grace period of 1month before the event to cancel the buses if needed.

Security screening is still to be determined after consultation from Footprints and RCMP.

Kids also need to be supervised while waiting for red carpet.

**Red Carpet Location**

Cuckoo is logistically the best option.

**MOTION: Angie Roberts made the motion for the Red Carpet to be located at Cuckoo. Naomi Domes seconded. Passed unanimously.**

**End of Year Grad Gifts Update**

Sarah provided a handout of different swag options.

Sarah will go ahead with \$31 option, based on 150 students.

Lorna got go ahead on \$10 gift card.

**Grad Breakfast update (Jolaine Kelly - next meeting)****Prom Volunteers**

A suggestion was made that 30 volunteers would be required for security.

No need for criminal record checks (outside of school)

**10. Date and Time of Next Meeting**

Thurs 3<sup>rd</sup> April 2025 @7pm in library

**11. Adjournment**

9pm