

Committee Name: Panorama Ridge Dry Grad Standing Committee

Type: Fundraising Committee

Chairman: 1 or 2 Chairpersons

Responsible To: Reporting to VP of PAC on monthly basis within 5 days of regularly scheduled PAC meetings.

Purpose: To liaise with graduates and their parents/guardians to plan, fundraise, propose a budget to PAC and report to PAC.

Apply to PAC with Funding request, annual funding prior to budget approval.

Facilitate selection of committee members, ensuring diverse membership.

Orient members on the work of the committees, their responsibilities and the Dry Grad purpose. Provide members with analysis and recommendations related to fundraising and events or other endeavors or initiatives.

Authority: (Active Advisor) Committee takes actions and reports on action taken within the policies and procedures for the Dry Grad Committee.

Timeframes, Reporting and Deadlines: The Dry Grad Committee can start June of each year and complete each term by June of the following year example start June 07 finish June 08. The committee must meet a minimum of six (6) times during their term and report monthly to the PAC five (5) days prior to the regularly scheduled PAC Meeting.

Composition: Term: one year June to June (*see PAC constitution)

*Chair or Co-Chair -

*Treasurer -

*Secretary -

Fundraising Coordinator - to investigate and suggest ideas for fundraising.

Event Coordinator - to organize and investigate facilities and/or activities for Dry Grad

Student Liaison - to communicate between students and parents of graduates

Staff Support: Panorama Ridge Secondary School Support staff may provide essential services where deemed necessary.

Other Resources: Community donations, sponsorship from outside school sources. Receipt of funds from PAC, once yearly budget is approved.

Communication with Board through: VP of PAC

Specific Areas of Responsibility:

One year term (June to June) / Time Period / Follow / review / Draft

1. To plan a fun, safe, supervised sober and drug-free celebration for the graduating class.
2. To ensure there is no deficit in the dry grad committee bank account.
3. To ensure Dry Grad Committee budget is adhered to.
4. Monthly report from Chair/Co-Chair to PAC VP 5 days prior to regularly scheduled monthly meetings.

Approval/Review Date: October 16, 2007 _____

OTHER:

Desired Outcome/Terms of Reference: The Dry Grad Committee's goal is to provide a fun, safe, supervised, sober and drug-free celebration for all of our graduating students. This event is organized, run and fundraised by parents and volunteers, with donations coming from the community.

Accounts: Spending/General \$200 under does not have to be approved. Dry Grad Fundraising Account spending to be approved by quorum of graduate parents and students.

Standing Agenda item on PAC Meetings

Intervention Strategies