

PA Meeting Minutes, 16th August 2016

1. Welcome by Anna, introductions
2. Roundabout Bookfair, Sabine
 - Volunteers are still required for setup on Friday and for the following week, see list.
 - Year 12 students can help on Saturday & Sunday, as part of the volunteer work.
 - We will approach parent's during next week's upcoming events for more volunteers
3. China Talks, Anna
 - A new liaison is needed to coordinate the China Talks/Walks events. Tabled until next meeting, hoping to find a volunteer.
4. Communication / Media Update, Daniela & Nicole
 - Daniela is working on putting up the PA Facebook page. Some discussion re: if it should be public or hidden. No final decision was made.
 - We spoke about alternate communication platforms to better include communities (e.g. Korean) that do not use Facebook widely. Any suggestions or input is welcome.
 - In the future, the PA will only use and communicate the BSB email address (no personal email addresses).
 - A number of volunteer opportunities will be sent out soon for Welcome Back Picnic, etc.
 - Nicole summarized the new communication platforms being rolled out at school this year.

5. Orientation Day, Eli

- The PA will have a table and be present to welcome new and returning families both for the morning and afternoon sessions.
- Eli will have a new PA banner printed and provide PA badges for us (Thank you!).
- Daniela to sort out volunteers at table.
- Nicole will have our PA flyer printed to be handed out on Friday. Daniela to get final version to her by Wednesday.
- Welcome Breakfast on Monday, 22. Aug 8:30 – 9:30. PA will have the same table as Friday. Volunteers to be organized by Anna.
- Tracy will check with Welcome Committee if they are planning anything for Welcome Breakfast.

6. Welcome Back Picnic, Eli

- Picnic is scheduled from 12-3pm
- PA will offer face painting, ice pops, and drinks – water and possibly beer. Daniela will speak to Chatterbox (Charlotte) to contact supplier.
- Volunteer sign up to go out asap (Daniela)

7. International Day, Eli

- There will be a separate meeting to discuss International Day soon.

8. Volunteers, Anna

- We recognize a need to continually motivate parents to become involved, particularly due to the inherently high fluctuation rate.

- Andy pointed out that many parents are happy to get involved if approached with a specific task to do.
- By using SignUpGenius we have eliminated the need for paper sign up sheets and can ensure that all parents are always approached when there is a need for volunteers.
- Further discussions to be held at a future PA meeting.

9. Next PA Meeting, Anna

- The next meeting will be held on Tuesday, 30th August, 9:00.
Location TBD
- As the first meeting of the year we expect a high turnout and spent a few moments discussing the agenda.

Summarized by Anna Seidel, 16. August, 2016