

# 2017-2018 BDCHS - Phoenix Action Crew (PAC)



PAC's Mission is to bring BDCHS families, faculty/staff, and community partners together through volunteer opportunities which help strengthen the school community and provide participation in our students' education and activities.

At BDCHS, all parents/families are members of the PAC. This group is key to strengthening the school community. The PAC's efforts include facilitating communication between school and home serving as a means for helping parents/families to actively participate in their children's education and school. They also coordinate activities and events such as luncheons and breakfasts for both students and faculty. Parents and families are encouraged to get involved; there are many ways to go about doing this and they can be involved as little or as much as they want to and can.

<p>Director of Development (DD) Judy Anderson</p>	<p>The Director of Development establishes, implements and manages the overall school development (fundraising) strategies and plans. The DD provides advice, ideas, trains and mentors as needed to all fundraising groups, including the PAC. Parties collaborate on the best ways to communicate and schedule their efforts. All event, fundraising efforts will be approved by the DD. The Director of Development oversees PAC chairs and coordinators, communicating with them on a regular basis as to timelines, tasks, etc. with the PAC Coordinator &amp; PAC Rep reporting directly to the DD.</p>
<p>PAC Coordinator 2017-2018 Maryanne Funai</p>	<p>This individual ensures all committee activities are being fulfilled, following designated timelines and deadlines. They ensure committees are communicating with each other as needed in order to complete a task(s) and report/update the DD on a regular basis. The coordinator has the responsibility of chairing the PAC Educational Programming Committee. (Position voted on annually by .BDCHS parents.)</p>
<p>Volunteer Coordinator 2017-2018 Sherrie Glow</p>	<p>This individual manages volunteer communications (using Sign-up Genius) within the BDCHS PAC community, including faculty/staff members, families, alumni, clubs, athletic teams and boosters. He/She acts as the point person for Sign-up Genius development, distribution and recording of volunteer hours working closely with the school front office staff. All PAC Committees and BDCHS faculty/staff communicate with the Volunteer Coordinator for volunteer and donated item needs.</p>
<p>Parent Representative to the Board 2017-2018 Dale Kimball</p>	<p>This individual acts as the PAC liaison to the BDCHS Board. They are expected to attend monthly school Board meetings (2nd Monday); please note this parent rep is not a voting member of the Board. They are responsible for updating/reporting the Board of all PAC activities, initiatives and concerns. They also update/report at PAC quarterly meetings any necessary, appropriate, and pertinent information, feedback, issues, etc. from the school Board meeting. (Position voted on annually by BDCHS parents.)</p>
Committee	Committee Description/Responsibilities
<p>PAC Educational Programming</p>	<p>Coordinate, schedule and set agenda for PAC meetings which include a PAC update, school update and guest speaker. They work closely with the PAC Coordinator and Volunteer Coordinator. All meetings will be held on the 3<sup>rd</sup> Tuesday (unless otherwise noted) from 6:00–7:15 p.m. on the following months/days - Sept. 19, Nov. 14, Jan. 16, March 20, &amp; May 15.</p>
<p>Hospitality: (e.g. Teacher Appreciation Week, Holiday Lunch, Are You Collegiate? (AYC), Honor Roll)</p>	<p>Coordinate all efforts with regards to faculty hospitality including Teacher Appreciation Week, holiday lunch, faculty/staff gifts &amp; recognition, AYC and so on. All needs are communicated to the Volunteer Coordinator. (Activities/ events listed are examples of existing initiatives; items may be added or deleted as necessary.)</p>
<p>Senior Related Events &amp; Activities</p>	<p>Assist the Senior Advisor with the coordination, communication, etc. of all senior year related events and activities; working closely with the Volunteer Coordinator on specific needs.</p>
<p>BDCHS Teach-In Coordination</p>	<p>Coordinate with AP, coordinating speakers/presenters, registration, room set-ups, gifts, volunteers, etc. They work closely with the Assistant Principal of Curriculum and the Volunteer Coordinator.</p>
<p>Spring Event and Silent Auction (in '16-'17 – <i>Denim &amp; Diamonds</i>)</p>	<p>This event takes place typically in the spring and includes a silent auction component. The PAC will work closely with the DOD by assisting in finding silent auction items, soliciting sponsors, promoting event and ticket sales, and providing volunteers throughout the planning process as needed and day of the event. The proceeds from this fundraiser go directly to the school Phoenix fund. PAC may request to have some of the monies raised through this event to be donated to scholarships.</p>

Throughout the year, additional volunteer opportunities will occur because of immediate needs, new programs, etc. These opportunities will be communicated via SignUpGenius and by the PAC's Volunteer Coordinator.