

2018-2019 BDCHS - Phoenix Action Crew (PAC)



At BDCHS, all parents/families are members of the Phoenix Action Crew – the PAC. PAC’s Mission is to bring all BDCHS families, faculty/staff, and community partners together through volunteer opportunities which help strengthen the school community, engage parents and families, and provide participation in our students’ education and activities. You are key to strengthening the school community. Through various methods, 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>Volunteer Coordinator 2018-2019 – Sherrie Glow</p>	<p>This individual manages all volunteer communications using SignUpGenius within the BDCHS PAC community, including faculty/staff members, families, alumni, clubs, athletic teams and boosters. He/She acts as the point person for SignUpGenius 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 / PAC Committee Coordinator (PRB/PCC) 2018-2019</p>	<p>This individual acts as the PAC liaison to the BDCHS Board. They are expected to attend school Board meetings (see Board operating calendar for dates); please note this parent rep is a non-voting member of the Board. They are responsible for updating/reporting the Board 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> <p>This individual ALSO ensures all committee activities are being fulfilled, following designated timelines and deadlines, and serves as the “go-to” individual for committee chair’s questions, concerns, etc. They ensure committees are communicating with each other as needed in order to complete a task(s) and report/update school administration on a monthly basis. The PRB/PCC has the responsibility of overseeing the PAC Educational Programming Committee and is responsible for submission of Phoenix News PAC articles/info.</p> <p>These are all duties of the Parent Rep to the Board / PAC Committee Coordinator, other duties may be assigned as deemed appropriate throughout the school year. This position is voted on annually by the BDCHS PAC community.</p>
<p>Committee</p>	<p>Committee Description/Responsibilities</p>
<p>PAC Educational Programming</p>	<p>Coordinate, schedule and set agenda for PAC meetings which include a PAC update, school update and guest speaker. The PRB/PCC serves as chair of this committee and will work closely with the Volunteer Coordinator for any program needs. All meetings will be held on the 3rd Tuesday (unless otherwise noted) from 6:00–7:15 p.m. – dates to be announced at a later date.</p>
<p>Hospitality(1-2 chairs): (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 & recognition, AYC and so on. All needs are communicated to the Volunteer Coordinator. Chairs, may find it necessary to establish sub-committees for repeat events (i.e. AYC). (Activities/ events listed are examples of existing initiatives; items may be added or deleted as necessary.)</p>
<p>BDCHS Teach-In Coordination (1 chair)</p>	<p>Coordinate with APC, coordinating speakers/presenters, registration, room set-ups, gifts, volunteers, etc. They work closely with the Assistant Principal of Curriculum, Volunteer Coordinator, and hospitality chair(s)</p>
<p>Spring Event Silent Auction (1 coordinator)</p>	<p>This event takes place typically in the spring and includes a silent auction component. This committee will work closely with the Development Committee by assisting in finding silent auction items, promoting event and ticket sales, and providing volunteers as needed for the silent auction and for the day of the event. The proceeds from this fundraiser go directly to the school Phoenix Fund. Depending on the event revenue, PAC “may” request to have some of the monies 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.