

Inquiry Hub PAC Meeting
Sept. 16, 2019 6:00 pm

Attending: Jason Turner, Deanna Nicyfor, Deb James, Tammy Craik, Michelle Mozel, Jule Wallace, Jacqueline Yeo, Michele Barnabe, Elaine Esteban, Mark, Sandy & Andrew Teel, Lyle Dunn, Steve Mackie, Jen Mackie, Moira Berg, Debie Brown, Dave Truss (Principal)

Topic	Discussion	Action	Person Responsible
Called to Order@ 6:00 pm	6:00		
Welcome and Introductions	Many new faces, Welcome! Welcome from Mr. Sarte on behalf of the teaching staff	Welcome parents and students	
Previous Meeting Minutes	approval	m/s/c	PAC
Chair's Report	1st aid and cpr foodsafe Grad Planning Treasurer position Last year grad reimbursement 2020 Grad Ceremony Grad is a celebration of accomplishments for the entire school, as well as a ceremony for grade 12, all families are invited	Looking into offering Will be offered next year Grad wear to be decided Thank you to Tammy Craik for volunteering! Please contact Mr. Truss if you need to be reimbursed Tentative booking for June 18 at the Anvil Centre in New West, due to larger numbers	Jason PAC Students (Jasmine) Mr. Truss Students/Mr. Truss
Old Business	None		
New Business	Fruit and Veggie program University recruitment sessions @ high schools Change rooms	PAC will look into increasing the amount of fruit and veggies Info will be sent out via email To be cleared out by the end of the month	Jason Truss/Counselor Mr.Truss

	Parking	Students park in the middle lot Back lot and inside the fence for staff only Please do NOT park in the roundabout or in front of entry exits	Everyone!
Treasurer's Report	See financial statement		

Principal's Report (see attached report)	School opening- has gone smoothly, students are working responsibly		
	Buntzen Lake trip	October 3, 2019?	Staff/students
	New clubs this year (gardening, recycling, art, larp)		
	Ihub Tiffany	Student class management app	Laef/school
	Microsoft Teams	School will be looking to use this software more effectively; families can access the Microsoft suite for free!	Families
	School schedule Students have free time as their teachers are teaching many classes	The school is working toward limiting digital distractions (phones!) Students should have a relatively new laptop to be working on	staff/students/families
	Assignment deadlines	Students need to have something to hand in, rather than being absent when work is due. There is always opportunity to revise work based on feedback.	
	Medical appointments	Please try to schedule appointments during DCL time	Families
		Schedule link will be emailed	Mr. Truss
	IDS projects	Please contact Ms. Vanhulsen if your child is struggling with projects	Families
Meet the teacher night coming in Oct.	Info will be sent out	Mr. Truss	
Student Fees \$40 Grad fees \$60 PAC donation request	\$ for events, subsidize student activities, student projects, etc. Please pay through the office Or to the PAC for PAC donation	Office	
IDS projects	Students can provide written requests for funding	PAC/students	

Meeting Adjourned	September 9 @ 6:57 pm	Next Meetings Monday Oct.21, 2019 Nov.25, 2019	
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**I Hub Inquiry PAC Secondary School
PAC Meeting - AGENDA
November 25, 2019 6:00 pm**

	Minutes	Timing
1. <u>General: Meeting called to order</u>		6:00
2. <u>Welcome and Introductions</u>	5	6:05
3. <u>Previous Meeting Minutes</u> <ul style="list-style-type: none">• Sep 16,2019 PAC Meeting	5	6:10
4. <u>Chair's Report</u> <ul style="list-style-type: none">• Welcome Everyone	10	6:20
5. <u>Treasurer's Report</u> <ul style="list-style-type: none">• Review statements.	10	6:30
6. <u>Old Business</u> <ul style="list-style-type: none">•	5	6:35
7. <u>Principal's Report</u> <ul style="list-style-type: none">•	20	6:55
8. <u>New Business</u> <ul style="list-style-type: none">• Grad activities and school activities• First aid course for the students	5	7:00
9. <u>Meeting Adjourned</u>		
10. <u>Future Meetings</u> <ul style="list-style-type: none">• TBD		

Current PAC Executive:

Chair – Jason Turner - jason.turner@telus.net

Treasurer – Tammy Craik

Secretary – Deanna Nicyfor

DPAC Rep –

Inquiry Hub PAC Meeting
Jan 20, 2020 6:00 pm

Attending: Jason Turner, Tammy Craik, Dave Truss (Principal)

Topic	Discussion	Action	Person Responsible
Called to Order@ 6:10 pm	More Time: Mr. Truss has been very busy with various commitments. He is behind on emails and is hoping to be able to catch up soon.	Starting next week Mr. Truss will have one less commitment which should free up some of his time.	Mr. Truss
Previous Meeting Minutes	None available		
Old Business	<p>Food Safe: First session offered are expiring this February. Looking for information to renew before the expiration date.</p> <p>Grad Hoodies: Still have not been ordered. Students did a survey and black seems to be the favoured colour. We are hoping to have them ordered by Valentine's Day. Cost is unknown until we decide where to have them printed.</p> <p>Grad Ceremony: The venue has been booked. The only drawback is that we cannot have food at the venue. Students will have to eat before or students could arrange to have dinner at The Spaghetti factory after.</p> <p>Grad Activities: No firm ideas have been brought forward as all grads need to agree. Centennial has offered to include our grads.</p> <p>Grants: Currently Mr. Truss emails grant opportunities to the grade 12 students. There is not a page on our website.</p>	<p>Mr. Truss will see if he can find information.</p> <p>Mr. Truss will step in and help get these ordered with parent help. The colour and design may have to be decided and ordered for the students. We will look into getting them printed at Hive Printing.</p> <p>Mr. Truss has offered to help the students organize alternative options to bringing food,</p> <p>Mr Truss will get details of Centennial's grad activities but if the students decide to do their own thing they will have to organize it themselves.</p>	<p>Mr. Truss</p> <p>Mr. Truss with parent help</p> <p>Mr. Truss</p>

New Business	None		
Principal's Report	<p>School Improvements: The staff is looking into ways of improving the school. This has been narrowed into 2 areas:</p> <ol style="list-style-type: none"> 1. Community/Culture: in such a small school there are many students who are not involved in the school community and they are looking to find ways of including everyone. 2. Inquiry: The curriculum could include more opportunities for inquiry and the staff is looking at implementing this into the curriculum <p>Enrollment: Mr. Truss has held over 40 interviews for the upcoming school year. Interest in the school is great which shows that the marketing strategies have been successful.</p> <p>Parent Portal in MyEd will be opening up as early as March 2020. Took 6 years but will be worth the wait. The delay has been due to security issues and duplicate entries. All of the issues have been addressed so stay tuned.</p> <p>Fieldtrips: The staff would like to see some more community building activities. The Buntzen Lake fieldtrip at the beginning of the year was cancelled so looking to possibly do it in June.</p>	<p>The staff will be discussing school improvement ideas at the upcoming Pro-D on Monday.</p> <p>Mr. Truss will continue to schedule interviews and narrow down the list of students joining us in September.</p> <p>Parents should receive more information on this in March.</p> <p>The staff will be discussing possible fieldtrips at the upcoming Pro-D Day on January 27.</p>	<p>Staff</p> <p>Mr. Truss</p> <p>Parents</p> <p>Staff</p>
Meeting Adjourned	January 20 @ 7:10 pm	Next Meeting Mon March 2, 2020 at 6:00pm	

I Hub PAC Virtual PAC Meeting
April 15, 2020

Present: David Truss, Michele B, Jacqueline, Moira, Tammy C, D, Sandy T, Tania, Lyle, Jason Turner, Deanna Nicyfor

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Called to order 7:08 pm			
Treasurer's report	Discussed treasurer's report	See treasurer's report	
Principal's report	Home Learning- students are using Microsoft Teams, schedules are posted weekly	Report cards will go out May 1 st , students will be notified if anything is overdue	Staff
	Sweatshirts	Payment can be arranged at pickup	
	Grad-provincials have been completed, all required work is being done from home All grad activities are postponed until further notice	Grad Photos have been mailed home; they can be purchased online Ms. Gulamhussein is emailing all grade 12's and has sent out scholarship information Mr. Truss will connect with grade 12's next week Mr. Truss will give updates as he receives them from the ministry of education	Lifetouch Studios Ms. Gulamhussein Mr. Truss
Old business	See info in principal's report re: grad		
New business	Yearbook photos Egg recipe challenge	Ms. Yu sent an email to students, please respond to survey, more info to come Sponsored by Ms. Yu	Students/Ms. Yu

	Incoming student orientation	TBA	
	Future PAC meeting	Monday May 11 th , 6pm	
Meeting adjourned	7:51		

Tips For Students Learning At Home

- Create a schedule and stick to it
- Put your phone away and minimize distractions, work in a space that can be monitored (if this is needed, every child is different).
- Use your teachers to answer questions and get more information
- Pay attention to due dates and deadlines
- Follow curiosity to develop inquiry projects

“This is not the new normal, this is not normal, it will be over at some point and we will return to normal”

-Kevin Cameron

**I Hub Inquiry PAC Secondary School
PAC Meeting - AGENDA
May 11, 2020 6:00 pm (by Zoom)**

	Minutes	Timing
1. <u>General: Meeting called to order</u>		6:00
2. <u>Welcome and Introductions</u>	5	6:05
3. <u>Previous Meeting Minutes</u> <ul style="list-style-type: none">• Apr 15,2020 PAC Meeting	5	6:10
4. <u>Chair's Report</u> <ul style="list-style-type: none">• Welcome Everyone	10	6:20
5. <u>Treasurer's Report</u> <ul style="list-style-type: none">• Review statements.	10	6:30
6. <u>Old Business</u> <ul style="list-style-type: none">•	5	6:35
7. <u>Principal's Report</u> <ul style="list-style-type: none">• On current status and when school sill re-open	20	6:55
8. <u>New Business</u> <ul style="list-style-type: none">• Grad activities and school activities – Pending Grad celebrations if permitted. As the Anvil theater booking has been canceled.	5	7:00
9. <u>Meeting Adjourned</u>		
10. <u>Future Meetings</u> <ul style="list-style-type: none">• TBD		

Current PAC Executive:

Chair – Jason Turner - jason.turner@telus.net

Treasurer – Tammy Craik

Secretary – Deanna Nicyfor

DPAC Rep –

I Hub PAC Virtual PAC Meeting
May 11, 2020

Present: David Truss, Michele Barnabe, Jacqueline, Michelle Mozel, Tammy Craik, Corrine Jones, Sandy Teel, Jason Turner, Deanna Nicyfor, Moira!,The Browns, Michele Barnabe, Claar Prinsen

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Called to order 6:03 pm			
Treasurer's report	n/a	See treasurer's report	
Principal's report	Grad	Meeting Monday May 18 @ 7:00pm Awaiting further direction from the school district Grad gowns	Staff, students, and parents Provided by school
	Report cards 3 rd Term reports will proceed as usual	Were mailed already, post secondary were sent out interim marks Staff to decide about reporting	
	School opening-there is not much information at present, other than what has been distributed by the prov. Gov't Course selection available soon	If students require support, accommodations can be made in the school. There will be reduced teaching hours next year, the school is trying to manage staff/courses	Staff Dave
Old business/Questions	Exams Student funds during	Finals online or via video Option to write in class, at a distance Dave to fwd information	Staff and students

	covid Coquitlam open learning is online	Some courses available in the summer (fastrack, online courses)	Dave Please connect with school staff
New business	Future PAC meeting June 8 @ 6pm		
Meeting adjourned	6:38		

**I Hub Inquiry PAC Secondary School
PAC Meeting and AGM – AGENDA
June 08, 2020 6:00 pm (by Zoom)**

	Minutes	Timing
1. <u>General: Meeting called to order</u>		6:00
2. <u>Welcome and Introductions</u>	5	6:05
3. <u>Previous Meeting Minutes</u> <ul style="list-style-type: none">• May 11,2020 PAC Meeting	5	6:10
4. <u>Chair’s Report</u> <ul style="list-style-type: none">• Welcome Everyone	10	6:20
5. <u>Treasurer’s Report</u> <ul style="list-style-type: none">• Review statements.	10	6:30
6. <u>Old Business</u> <ul style="list-style-type: none">•	5	6:35
7. <u>Principal’s Report</u> <ul style="list-style-type: none">• On current status at the school	20	6:55
8. <u>New Business</u> <ul style="list-style-type: none">• Grad activities and school activities	5	7:00
9. <u>Meeting Adjourned</u>		
10. <u>AGM Elections</u> <ul style="list-style-type: none">• Chair-• Treasurer-• Secretary-• DPAC Rep-		

Current PAC Executive:

Chair – Jason Turner - jason.turner@telus.net

Treasurer – Tammy Craik

Secretary – Deanna Nicyfor

DPAC Rep –

Inquiry Hub PAC Meeting
June 8, 2020 6:08 pm (zoom meeting)

Attending: Michele Barnabe, Lyle Dunn, Tammy Craik, Debbie Brown, Jacqueline Yeo, Michelle Mozel, Moria Berg, Rebecca Quek, Sandy Teel, Susan Doucette, C Prinsen, Jason Turner, Dave Truss (Principal)

Topic	Discussion	Action	Person Responsible
Called to Order@ 6:00 pm			
Welcome and Introductions	Welcome new members!		
Previous Meeting Minutes	m/s/c		
Chair's Report	Welcome Grad will be restructured and produced at the school		PAC
Old Business	Grad	students organizing hoodies	Mr. Sarte
New Business	Annual will be on Thursday June 18 at 7 pm with Grad at assigned times per grad on June 16 in the school Gym. Big thank you to Dave Truss and Jason Turner for the all the hard work put into the inquiry Hub this year.	Less awards, more student sharing All parents welcome to attend by you tube.	Students/Dave
Treasurer's Report	Review annual budget \$380 for Stoles \$900 for \$50 Amazon gift cards for each of the 18 Grads for 2020. Grant issue still outstanding	See attached	PAC Jason Jason

Principal's Report	<p>Pictures of grad will be available online after grad ceremony in one week.</p> <p>Grad hoodies to arrive shortly</p> <p>Report cards June 25</p>		<p>Dave</p> <p>Dave</p>
Meeting Adjourned @6:40 pm	Next Meeting Monday Sept 22nd @ 6:00 pm (to be confirmed)		
AGM elections 6:41pm to 6:55pm	By acclamation	<p>Tammy Craik - Chair tammycraik@gmail.com Lyle Dunn - Treasurer Lyle.dunn@gmail.com Rebecca Quek - Secretary rebeccaquek@hotmail.com Open - DPAC Rep</p>	

Inquiry Hub Secondary School PAC
Statement of Revenues and Expenses
For the Period July 1, 2019 - June 30, 2020

Income Sources	Category	Account	Budget 2019-2020	Actual Apr 30
Gaming Funding		Opening Balance	\$ 1,285.77	\$ 1,285.77
	Income	Donation	-	-
		Grant Funds	1,060.00	1,380.00
	Income Total		<u>\$ 2,345.77</u>	<u>\$ 2,665.77</u>
	Expenses	Bank Charges	\$ 23.40	\$ 21.45
		Education for the students	1,025.00	-
		Parent/Student Education	250.00	-
		Technology(back up drive)	-	-
		Transportation field trip	300.00	-
		Grad	350.00	177.67
Expenses Total			<u>\$ 1,948.40</u>	<u>\$ 199.12</u>
Gaming Total		<u>\$ 397.37</u>	<u>\$ 2,466.65</u>	
Operating Funding	Income	Opening Balance	\$ 3,373.05	\$ 3,373.05
		Donations	500.00	980.00
		Pub Night	-	-
		2019 Grad reimbursement	-	-
	Income Total		<u>\$ 3,873.05</u>	<u>\$ 4,353.05</u>
	Expenses	Arts & Cultural	\$ -	\$ -
		Bank Charges	23.40	21.45
		Spirit of Coquitlam Grant (\$884.53) - to be returned	884.53	884.53
		Gifts & Thanks	-	-
		Pub Night	-	-
Supplies & Misc		50.00	-	
Expenses Total		<u>\$ 957.93</u>	<u>\$ 905.98</u>	
Operating Total		<u>\$ 2,915.12</u>	<u>\$ 3,447.07</u>	
Grand Total		<u>\$ 3,312.49</u>	<u>\$ 5,913.72</u>	

Inquiry Hub Secondary School PAC
 Statement of Revenues and Expenses
 For the Period to date ending June 30, 2020

Account	Category	Account	31-Jul-19	31-Aug-19	30-Sep-19	31-Oct-19	30-Nov-19	31-Dec-19	31-Jan-20	29-Feb-20	31-Mar-20	30-Apr-20	31-May-20	30-Jun-20	P&L to date	
Gaming	Income	Opening Balance	\$ 1,285.77	\$ 1,106.15	\$ 1,104.20	\$ 2,482.25	\$ 2,480.30	\$ 2,478.35	\$ 2,476.40	\$ 2,474.45	\$ 2,472.50	\$ 2,470.55	\$ 2,468.60	\$ 2,466.65	-	
		Donation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Income Total	Grant Funds	-	-	1,380.00	-	-	-	-	-	-	-	-	-	-	1,380.00
			\$ 1,285.77	\$ 1,106.15	\$ 2,484.20	\$ 2,482.25	\$ 2,480.30	\$ 2,478.35	\$ 2,476.40	\$ 2,474.45	\$ 2,472.50	\$ 2,470.55	\$ 2,468.60	\$ 2,466.65	\$ 1,380.00	
	Expenses	Bank Charges	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 1.95	\$ 21.45
		iHub Annual Expense	177.67	-	-	-	-	-	-	-	-	-	-	-	-	177.67
		Food Safe Level 1	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Expenses Total		179.62	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	-	199.12
			\$ 1,106.15	\$ 1,104.20	\$ 2,482.25	\$ 2,480.30	\$ 2,478.35	\$ 2,476.40	\$ 2,474.45	\$ 2,472.50	\$ 2,470.55	\$ 2,468.60	\$ 2,466.65	\$ 2,466.65	\$ 1,180.88	
	Gaming Total	Ending Balance														

2018 Grant to expire 2021

Grant usage balance	2016	2017	2018	2019
Opening balance	557.50	48.17	1,288.17	1,112.00
2016 Grant to be used by 2019	557.50			
2017 Grant to be used by October 2020		1,240.00		
2017-2018 bank charges	23.40		19.50	21.45
2018 iHub Annual expense	485.93			
2018 Grant to be used by October 2021			1,176.00	1,380.00
2019 iHub Annual expxense			177.67	
Food Safe Level 1			1,155.00	
Closing balance	48.17	1,288.17	1,112.00	2,470.55

Grant Balance April 2020

\$ 2,468.60

-\$ 1,380.00 Grant Sept 2019

-\$ 1,176.00 Grant Sept 2018

-\$ 87.40

Current balance for two years gaming funds need to be fully used by the third year after received

Account	Category	Account	31-Jul-19	31-Aug-19	30-Sep-19	31-Oct-19	30-Nov-19	31-Dec-19	31-Jan-20	29-Feb-20	31-Mar-20	30-Apr-20	31-May-20	30-Jun-20	P&L to date	
Operating	Income	Opening Balance	\$ 3,373.05	\$ 3,371.10	\$ 3,369.15	\$ 3,367.20	\$ 3,365.25	\$ 3,363.30	\$ 3,361.35	\$ 3,859.40	\$ 3,857.45	\$ 3,855.50	\$ 4,333.55	\$ 4,331.60	-	
		Donations	-	-	-	-	-	-	500.00	-	-	-	480.00	-	-	980.00
	Income Total	Grad reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	-
			3,373.05	3,371.10	3,369.15	3,367.20	3,365.25	3,363.30	3,861.35	3,859.40	3,857.45	4,335.50	4,333.55	4,331.60	980.00	
	Expenses	Arts & Cultural	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Bank Charges	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	-	21.45
	Expenses Total		1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	-	21.45
		Balance	3,371.10	3,369.15	3,367.20	3,365.25	3,363.30	3,361.35	3,859.40	3,857.45	3,855.50	4,333.55	4,331.60	4,331.60	958.55	
	Operating Total	Less: Spirit of Coquitlam Grant (TO BE REPAID)	844.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	884.53	-
		Ending balance	\$ 2,526.57	\$ 2,484.62	\$ 2,482.67	\$ 2,480.72	\$ 2,478.77	\$ 2,476.82	\$ 2,974.87	\$ 2,972.92	\$ 2,970.97	\$ 3,449.02	\$ 3,447.07	\$ 3,447.07		
Total of both accounts			3,632.72	3,588.82	4,964.92	4,961.02	4,957.12	4,953.22	5,449.32	5,445.42	5,441.52	5,917.62	5,913.72	5,913.72		