

**Inquiry Hub Parent Advisory Council
General Meeting - AGENDA
September 18, 2023 7:00 pm
Hybrid Meeting (Inquiry Hub and Online)**

	Minutes
7:00	15
<u>Call to Order & Welcome</u>	
<ul style="list-style-type: none">● Welcome & Introductions● Adopt minutes from June meeting● Additions to agenda	
7:05	30
<u>Reports</u>	
<ul style="list-style-type: none">● Principal● Treasurer	
7:35	0
<u>Old Business</u>	
<ul style="list-style-type: none">● None at this time	
7:45	15
<u>New Business</u>	
<ul style="list-style-type: none">● PAC Fundraisers● PAC Donations● Mailing List	
<u>Next Meeting Date</u>	
<ul style="list-style-type: none">● Proposed Date: Monday October 16?	
Adjourn	

2023-24 PAC Executive:

Chair – Tammy Craik

Treasurer – Andrew Shaw

Secretary – Stephanie Sauer

DPAC Rep – Geoffery Kehrig

ihubpac@gmail.com

parents.inquiryhub.org

Inquiry Hub Secondary School

Parent Advisory Council Meeting Minutes

Monday September 18th, 2023

Location: Inquiry Hub, offered in-person and online via Zoom

Call to Order Time: 7:00pm

In Attendance:

In person – David Truss, Tammy Craik, Andrew Shaw, Stephanie Sauer, Kathleen James Agnes Mayer, Rob McTavish, Genevieve McMahon

Online: Lisa Pope, Heather Ashley, Shelley Frick, Chris Ahem, Noelene Ahem

Approval of Minutes from June:

- Correction proposed by Andrew.
- Start time of June meeting to be corrected to 5:59pm, ending time is correct.
- Motion to approve updated minutes: by Andrew, seconded by Rob, all in favor.

Principal's Report:

- Start to school is going well.
- **Current Clubs:**
 - Leadership, LARP, art, debate, drama, garden, newspaper, weight club.
 - All information relating to clubs are available on Teams.
 - Encourage all parents to discuss clubs with their students.
 - Clubs are student run.
 - Please inform the school if anything needs to be addressed regarding how the clubs are being run.
 - “With great responsibility, comes great power.”
- **Schedules and Signing Out:**
 - Senior students (grades 11 and 12) – some have ended up with multiple open blocks in the afternoon.
 - Students with open blocks have the option of working at home if that is more productive.
 - The school does encourage students to stay at school.
 - If students choose to leave, the school is asking for the parents to email the school in advance of the proposed dates which their student will be leaving early.
 - On those days the student should sign out at the office prior to leaving school grounds.

- **Field Trips:**
 - 8 Students are attending Julius Caesar, Bard on the Beach. These students are taking on leadership roles when the school performs Julius Caesar for Shakespeare week.
 - Sept 27th and 28th: Golden Ears Outdoor Adventure Trip
 - All students are encouraged to attend the day trip on Sept 27th.
 - Grade 11s and 12s are prioritized for camping: there are spaces available for approximately 24 students to camp overnight.
 - Students should reach out if they are in need camping equipment. Please contact the school in advance.
 - Grade 9s and 10s will have more opportunities in the future.
 - Parent drivers are needed.
 - Refer to the email from the school for the required forms that need to be filled out. The Drivers abstract must be renewed each year.
 - Parents can stay onsite if they wish.
- **School Fees:**
 - IHUB is not part of cash online. IHUB will accept cash and cheques for student fees.
 - Families can also pay online by creating an account for Coquitlam Open Learning. Most students will already have an account as this is required for any online courses.
 - Please contact the office for help setting up this account or any questions regarding school fees.
- **Staff Updates:**
 - Two new teachers to IHUB:
 - Mdme Chan: 9/10 French teacher.
 - Ms. Epp is the new Math/Science 9/10 teacher. She is also helping with PE and core courses.
 - Mr. Sarte is teaching senior Math/Science, including Chemistry, Physics, and Computer Science.
 - IHUB is very excited to have two amazing counsellors return: Ms. Starr and Ms. Hamilton.
- **Meet the Teacher night:**
 - Thursday Oct 5th from 5:30 to 7pm.
 - The first 30 minutes are student presentations. Opportunities to meet the teacher will follow.
 - This isn't an opportunity for an in-depth discussion about each student.
 - If that is required, please contact this office to set up an appointment.
- **Spring Formal:**
 - Students have expressed a desire to start an annual spring formal for grades 11 and 12, with the ability to invite friends from outside the school.

- Ms. Starr and Ms. Hamilton have experience organizing school formals.
- They are looking for parent support to form a committee to help students organize the event.
- There will be a cost associated with attending the formal.
- A suggestion was put forward for the PAC to set aside a certain amount of funds each year to support the spring formal.
- Proposed Venue: Executive Plaza Hotel
- Please contact the school if you are available to join the organizing committee.
- **Funding Request:**
 - Mr. Truss asked the PAC to consider funding the replacement of two Garden Boxes. This will complete the update to all Garden Boxes. The approximate cost is \$1700.
- The PAC normally pays for every student to receive Food Safe training on a bi-annual basis. The next opportunity will be the 24/25 school year. Money should be set aside in the budget for this amount. The cost is \$50/student.
- Note: IHUB has already invested in a new projector for students and staff to use this year.

Questions from Parents:

- Q. Do students want a spring formal?
 - A. Yes, that has been general feedback.
- Q. What is Fish School?
 - A. This is a more formalized IDS. Students gain experience with fishing and outdoor activities. It is a small group activity with a teacher sponsor.
- Q. Can students join proms at other schools?
 - A. Feedback from students is usually that they want something specific for themselves. Students don't want to be part of someone else's school prom.
- Q. How many students have signed up for the field trip so far?
 - A. Ms Bauder is handling that information.
- Q. Genevieve McMahon: Parent Volunteer and Nurse: Offered to teach CPR to the students. Not for certification.
 - A. Dave to ask if students are interested in CPR training.

Treasurer Report:

- See financial report from treasurer.
- Motion put forward to add the Garden Boxes to the budget, up to a maximum amount of \$2000. This is a one-time cost.
- Motion put forward by Agnes, seconded by Stephanie, everyone in favor. Motion passed.
- Tammy is going to investigate the cost of the beds. Preferably stay with the current supplier from previous years.
- Food safe is funded by the PAC budget every other year.

- Recommendation to set aside funds for the PAC to contribute to the spring formal every year.
- Tammy and Andrew will meet to revise the budget with these recommendations. A new budget will be presented at the next PAC meeting.
- Please contact the PAC if there is anything you want to add to the budget.

PAC Fundraisers and Donations:

- Historically the PAC has asked for donations instead of doing a lot of fundraising.
- If you're willing, Tammy will send out a link to donate to the PAC.
- Tax receipts are ONLY available if you donate through the district (amounts over \$25) and specify the donation is directed to IHUB. Let Dave Truss know to expect the donation so that he can follow-up with the district.
- **Current Fundraising Events:**
- **Me N Ed's Pizza:**
 - a. Historically run 3 to 4 times a year.
 - b. A portion of sales on the specified day goes to supporting the PAC.
 - c. Funds from the last event usually goes towards supporting the after grad.
 - d. Proposed dates – Oct, Dec, Spring, May/June
 - e. Oct 4th – will be the first date running.
- **Apples:**
 - a. Fresh farm apples from the Okanagan.
 - b. Two varieties are available.
 - c. Sun-Oka Fruit Farms.
 - d. Will run this fall. Possible opportunity to run it twice.
- **True Earth**
 - a. This is an ongoing fundraiser which carries over from previous years.
 - b. If you purchase through the website and specify support for IHUB a portion of the sales goes to the school.
 - c. The PAC is asking for someone to take on responsibility for this fundraiser.
 - d. There might be an opportunity to switch suppliers as a student at IHUB has family who owns a competitor business. This will be followed up with at the next PAC meeting.
- **Proposed Ideas for future Fundraisers:**
 - The PAC is asking that anyone suggesting fundraisers also be willing to support executing them.
 - Meridian Meats: for online orders, all online gift cards purchased, 30% of total funds will be given back to the school.
 - Garden Works Gift Cards. Possible idea around the holidays.
 - Purdy's Gift Cards: Possible idea around Christmas and/or Easter.

Next Meeting date:

Monday Oct 16th, 2023. Start time: 7pm. Will be offered in person at the school and online.

Meeting Ends: 8:19pm

