

**Inquiry Hub Parent Advisory Council
General Meeting - AGENDA
February 26, 2024 7:00 pm
Hybrid Meeting (Inquiry Hub and Online)**

| | Minutes |
|--|---------|
| 7:00 | 5 |
| <u>Call to Order & Welcome</u> | |
| <ul style="list-style-type: none">● Welcome & Introductions● Adopt minutes from January meeting● Additions to agenda | |
| 7:05 | 30 |
| <u>Reports</u> | |
| <ul style="list-style-type: none">● Principal● Treasurer● DPAC | |
| 7:35 | 10 |
| <u>Old Business</u> | |
| <ul style="list-style-type: none">● Purdy's Update - Anges● Online Store Update - Stephanie● Grad Update - Matthew | |
| 7:45 | |
| <u>New Business</u> | |
| <ul style="list-style-type: none">● Clothing Drive fundraiser for Spring Formal - Noelene | |
| <u>Next Meeting Date</u> | |
| <ul style="list-style-type: none">● Proposed Date: April 8, 2024 | |
| 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

February 26th, 2024

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

Call to Order Time: 7:00 pm

In Attendance:

In-person – David Truss, Tammy Craik, Andrew Shaw, Stephanie Sauer, Kathleen James, Noelene Ahern, Michele Mihailoff

Online: Matthew and Rebecca, Dana Mizuguchi

Approval of Minutes from October:

- Motion to approve minutes put forward by Andrew, seconded by Kathleen, all in favour.

Principal's Report:

MYED Reporting and 24/25 Course Selection:

- On the next report card, parents will see an extra course. This is a section for student reflection which will be an ongoing feature on report cards.
- Course selection is from April 8th to 18th.
- Course selection will be done directly on MYED.
- Both students and parents have access to MYED.
- For current grade 11 students, be sure to look at post-secondary requirements to ensure the correct grade 12 prerequisite courses have been chosen.
- Note: IDS courses are valuable for portfolios. However, post-secondary institutions may not count them as a required academic course to meet entrance requirements. Check each post-secondary institution for their specific entrance requirements.
- Reach out to the IHUB counsellors for help with course selection and to ensure the students have selected their required courses for graduation and post-secondary applications.
- Opportunities to apply for scholarships start in September of the grade 12 year. The application deadline and requirements differ for each scholarship.
- Reach out to the IHUB counsellors for information regarding scholarships.
- The IHUB counsellors post information on the Student Services Team on Microsoft Teams. For grade 12 specifically, the students can find information on open houses for post-secondary institutions and scholarships that are available.

Pro-D Change

- New Pro-D Date: Friday, May 17th, 2024
- As per the Principal's email, the Pro-D was moved to accommodate the rescheduled school wide camping trip which is the following week.

Vintage Hollywood Spring Formal:

- May 16th, 2024
- Location: Historic Minnehada Lodge
- Tickets \$85
- See the Principal's schoolwide email to access the link for payment.
- Senior Formal: Grades 11 and 12.
- Due to capacity limits, guests are not allowed.
- There will be a casino area with prizes.
- The organizers are seeking donations for prizes, which can include cash, merchandise, and gift certificates.
- Kathleen reported that some donations are already coming in.
- Contact: Mrs. Hamilton at LHamilton@sd43.bc.ca or 604-936-4285 if you wish to donate.

Europe Trip Fundraiser:

- Meridian Farm markets
- Digital gift cards
- School receives 30% back.
- Funds raised go into a pool of funds for all students.
- The deadline to purchase the gift cards is March 14th.

Treasurer Report: Andrew Shaw

- See Financial Report
- Revenue is updated based on current fundraisers.
- Expenses: Contribution to snack budget – a cheque was given to the school following the last PAC meeting.
- Allocated upcoming spending: The PAC budget includes \$850 allocated for field trips. This money will be put towards this year's camping trip and a planned bowling trip. Both are schoolwide events.

DPAC Update: Geoffery Kehrig

- Included are general notes from Jan 31st, 2024 DPAC meeting:

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a. Assistant Superintendent's Report by Gerald Shong

- Mostly discussed registration process.
1200 students moved to our District -- many from outside of Canada.
- Mostly located around Glen Elementary, Burke Mountain area.

- **b. Topic - Indigenous Advisory Committee**

District Principal of Indigenous Education / Stephanie Maki

New district committee represents Indigenous students and families in SD43

Equity Project – to improve indigenous student success

Meet 4 times a year

Topics:

budgets, updates, annual reports, connections with post-secondary

- **c. Regarding Hazel Trembath Elementary**

there is a petition to have the school rebuilt in a timely manner.

SD43 leadership team and City of Port Coquitlam are involved.

Next DPAC Zoom meeting is Feb 28th,

PAC Fundraisers and Donations:

- **2nd Purdy's Fundraiser**

- \$151 raised so far.

- **Online store for Inquiry Hub**

- The idea was proposed to the PAC.
- Set up an online store in which the students can upload their designs, and families can order those designs on selected products such as hoodies, mugs, etc.
- PAC spent 4 months researching the idea to set up the store.
- Partly due to ongoing fees, copyright issues and required hours to set up and run the store, the PAC has proposed the following:
- It is recommended that the student artists set up their own stores on whichever platform they choose.
- The sites are designed to be run by the artist. The process is much more streamlined if the artists are making the decisions.
- Teepublic doesn't have any set up or user fees.
- Once their store is set up, if the student chooses, the PAC can help promote their sites in order to support student artists at IHUB.
- If the students choose, they may dedicate their profits to a variety of fundraisers, which may include graduation, the Europe trip or PAC initiatives.
- Stephanie is happy to share PAC research into the various platforms available.

- **New Fundraiser Proposed: Clothing/Books Sale**

- Proposal for a new fundraiser to support the spring formal.
- If successful could become an annual fundraiser so that future students also benefit.
- Ask families to donate clothing/books – gently, used in good condition.
- Host a one-day sale in the IHUB gym.

- o All items sell for \$1 each.
- o Items that are left over can be donated to Value Village and receive cash back.
- o Mr. Truss confirmed there is room at the school to store donations for a week.
- o Need approximately 10 volunteers to sort clothing and books, work on the sale day, and organize leftover donations to be delivered to Value Village.
- o Zero risk as there is no initial cost.
- o Noelene has offered to lead the fundraiser, Kathleen, Rebecca and Stephanie have volunteered to help.
- o PAC will send out a message to the parent community to start organizing their donations.
- o Need to specify a date/time for donation drop-off.
- o PAC to request volunteers.
- o Dave will discuss the best timing with staff, aiming for early spring.
- o Will confirm the details at the next PAC meeting on April 8th.
- o **ONLY Clothes and Books will be accepted.**
- o IHUB shares the building with Suwa'lkh School. Families here will be invited to participate.
- o **Noelene Ahern made a motion to approve the Clothing Drive fundraiser to support the senior spring formal; it was seconded by Kathleen James and approved by all.**

Update from Matthew on Grade 12 Grad Initiatives:

- Students have fundraised \$300 so far, which is approximately 1/3 of their target budget.
- Students will select a date for Me and Ed's Fundraiser. The proceeds will go towards the grad initiatives.
- Matthew confirmed with the school and PAC that there are no legal issues to clarify with the school. This is a student organized and lead event, not an official school or PAC event. IHUB and the PAC are hands-off.
- Students are still determining the grad events. Possible ideas are McDonalds back yard party, day trip to Aquarium or the Rec Room, dinner out at a restaurant such as the Boat House.

Next Meeting date:

Monday, April 8th, 2024. Start time: 7 pm. Will be offered in person at the school and online.

Meeting Ends: 8:14 pm

Inquiry Hub Secondary School PAC
Statement of Revenues and Expenditures
For the Period July 1, 2023 to February 26, 2024

| | Period Ended General 2024-02-26 | Year to Date 2024-02-26 General Actual | 2023-2024 General Budget | Year to Date 2024-02-26 Gaming Actual | 2023-2024 Gaming Budget | Year to Date 2024-02-26 Combined Actual | 2023-2024 Combined Budget | 2022-2023 Operating Actual | 2022-2023 Gaming Actual | 2022-2023 Combined Actual |
|--|---------------------------------------|---|--------------------------------|--|-------------------------------|--|---------------------------------|----------------------------------|-------------------------------|---------------------------------|
| Revenues | | | | | | | | | | |
| Donations | | \$ 310.00 | \$ 400.00 | \$ - | \$ - | \$ 310.00 | \$ 400.00 | \$ 440.00 | \$ - | \$ 440.00 |
| Donations - Grad fund | | - | - | - | - | - | - | 62.00 | - | - |
| Grant funds | | - | - | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | - | 2,000.00 | 2,000.00 |
| Fund raising | | - | 650.00 | - | - | - | 650.00 | - | - | - |
| Sun-Oka Fruit Farms | | 118.00 | - | - | - | - | - | 120.00 | - | - |
| Tru Earth | | 80.09 | - | - | - | - | - | 80.74 | - | - |
| Me N Eds | | 250.43 | - | - | - | - | - | 555.00 | - | - |
| Purdy's | | 380.04 | - | - | - | - | - | - | - | - |
| Total Revenues | - | 1,138.56 | 1,050.00 | 2,000.00 | 2,000.00 | 2,310.00 | 3,050.00 | 1,133.74 | 2,000.00 | 2,440.00 |
| Disbursements | | | | | | | | | | |
| School amenities | | - | - | 0.00 | - | - | - | - | - | - |
| Garden beds | | - | - | 1,102.08 | 1,102.08 | 1,102.08 | 1,102.08 | - | - | - |
| Food Safe \$50/Student (next year) | | - | - | 0.00 | 950.00 | - | - | - | 2,040.00 | - |
| Education resources | | - | 500.00 | 0.00 | - | - | 500.00 | - | - | - |
| Spring formal | | - | 500.00 | 0.00 | - | - | 500.00 | - | - | - |
| Parent/Student Presentations | | - | 250.00 | 0.00 | - | - | 250.00 | - | - | - |
| Supplies & Misc | | - | 50.00 | 0.00 | - | - | 50.00 | - | - | - |
| Transportation / Field trip | | - | 350.00 | 0.00 | 500.00 | - | 850.00 | - | 504.00 | 504.00 |
| Year end iHub annual | | - | - | 0.00 | 350.00 | - | 350.00 | - | 700.00 | 700.00 |
| Student snack fund | 100.00 | 100.00 | 100.00 | - | - | - | - | - | - | - |
| Recoverable amounts | | - | - | 0.00 | - | - | - | 599.75 | - | 599.75 |
| Total Disbursements | 100.00 | 100.00 | 1,750.00 | 1,102.08 | 2,902.08 | 1,102.08 | 3,602.08 | (599.75) | 3,244.00 | 604.25 |
| Increase(Decrease) in cash for the period | (100.00) | 1,038.56 | (700.00) | 897.92 | (902.08) | 1,936.48 | (1,602.08) | 1,733.49 | (1,244.00) | 1,835.75 |
| Cash on hand | | | | | | | | | | |
| Beginning of period | 6,255.79 | 5,117.23 | 5,117.23 | 915.60 | 915.60 | 6,032.83 | 6,032.83 | 3,383.74 | 2,159.60 | 5,543.34 |
| End of period | 6,155.79 | \$ 6,155.79 | \$ 4,417.23 | \$ 1,813.52 | \$ 13.52 | \$ 7,969.31 | \$ 4,430.75 | \$ 5,117.23 | \$ 915.60 | \$ 6,032.83 |
| | 0.00 | | | | | | | | | |
| Coast Capital | | 6,055.79 | | 1,813.52 | | | | | | |
| Inquiry Hub | | 100.00 | | | | | | | | |
| | | \$ 6,155.79 | | \$ 1,813.52 | | | | | | |