

**Inquiry Hub Parent Advisory Council
General Meeting - AGENDA
May 13, 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● Adopt minutes from April 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">● Spring Clean Fundraiser Update - \$720.50 ● Me N Eds Fundraiser Update - \$200.00<ul style="list-style-type: none">● Donation to grade 12s	
7:45	
<u>New Business</u>	
<ul style="list-style-type: none">● Year End Potluck● Executive Elections next month	
<u>Next Meeting Date</u>	
<ul style="list-style-type: none">● AGM: June 10, 2024 (4pm Potluck, 5pm Meeting)	

Adjourn

2023-24 PAC Executive:

Chair – Tammy Craik

Treasurer – Andrew Shaw

Secretary – Stephanie Sauer

DPAC Rep – Geoffery Kehrig

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parents.inquiryhub.org

Inquiry Hub Secondary School

Parent Advisory Council Meeting Minutes

Monday May 13th, 2024

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

Call to Order Time: 7:01 pm.

In Attendance:

In-person: David Truss, Tammy Craik, Andrew Shaw, Stephanie Sauer, Geoffery Kehrig, Kathleen J, Noelene A, Cathy W, Angus M, Shelley F, Michele M

Online: Matthew and Rebecca, Amber T

Approval of Minutes from the April PAC meeting:

- The motion to approve minutes was put forward by Agnus, seconded by Cathy, and all were in favour.

Principal's Report:

Spring Senior Gala

- Date: Thursday, May 16th, 2024
- 42 students are attending. The venue capacity is 50.
- The organization of the event is going well.
- **Drop-off time is 6:30 pm.** The road to the Minnekhada Lodge is only one lane (shared by cars travelling in either direction). To avoid having parents drive in both directions at the same time, the school is asking all parents to arrive at 6:30. Please stay for approximately 20 minutes to allow everyone to arrive. Plan to take pictures. Once all attendees have arrived and the road is clear, parents can leave.
- **Pick up time is 10:30 pm.**
- Every attendee will win a prize.
- A big thank you to Kathleen J, who has done an amazing job of getting prizes donated!
- Every attendee will have their name drawn and will win a prize.
- General itinerary of the evening:
 - Outside time at the beginning with pictures.
 - Appetizers inside, and a larger food spread later in the evening.
 - Entertainment will include music, dancing, karaoke, casino tables (blackjack), various photo booths, and a raffle with large prizes at the end of the night.
 - Attendees will receive tickets to use for chips at the casino tables and to enter into the raffles.

- It will take a week or two post-event to finalize costs.
- Learnings from this year will be implemented in next year's Gala.
- Sponsors of the Gala will be acknowledged by the school and on the PAC website.

Important Dates to Remember:

- May 16th: Spring Gala
- May 17th: Pro-D Day

3 days of field trips: Golden Ears Camping Trip

- Tuesday, May 21st – grades 9/10 – camping overnight.
- Wednesday, May 22nd – The entire school attends activities during the day.
- Wednesday, May 22nd – grades 11/12 – camping overnight. Leaving on the 23rd.
- Permission forms and information have gone home.
- See the information that was sent home regarding what to bring.
- Parent Drivers are still needed.
- **Drivers need to obtain a day parking pass to enter Golden Ears.**
- Note – there is no cell service in the park.
- The school has booked the site with the big shelter.
- This event is happening rain or shine. Students are encouraged to attend regardless of the weather.
- Activities: for those students camping overnight, there will be a hike. Other activities are being finalized.
- Students will be sleeping in pairs, with both parents approving the pairs.
- Swimming is not allowed because a trained lifeguard is needed.
- Propane fire pits are being provided.
- Questions: Do students bring school supplies on Tuesday prior to camping? Answer: If students need their school supplies and computers on Tuesday, they can leave them in their lockers overnight.

Principal Request:

- The last PAC meeting, AGM, be held on Monday, June 10th.
- IHUB is hosting incoming grade 9 students for the day.
- 4 pm Potluck for families of new students.
- 5 pm Slideshow and short PAC Meeting, which is also the AGM.
- The PAC has agreed to organize the potluck.
- Noelene has volunteered to set up the signup website to organize food donations.
 - Need attendee numbers for incoming grade 9 families attending. Numbers will be received by May 24th, 2024.
 - Regarding new grade 9s, estimate of 20 students plus families in attendance.
 - An email will be sent by May 27th for parents to sign up to bring a food/drink donation.
- Parents, please drop food off by 3 pm.
- Volunteers will arrive by 3 pm to help set up the potluck and stay for the AGM.

Treasurer Report: Andrew Shaw

- See Financial Report
- Deposited funds from Me N Eds January & April fundraiser.
- Wrote a cheque to school, which hasn't been cashed yet, for a bowling field trip.
- PAC will write a cheque to the school for the year-end annual.
- PAC will write a cheque to the grade 12 grads for the funds raised from the Me N Eds fundraiser. Matthew to confirm who the cheque should be written out to. Grads will provide receipts to PAC in late June.
- The proceeds from the clothing sale will be added to the report, as will the expenditure, as all funds have been given to the school. The total amount is \$720.50.

DPAC Update: Geoffery Kehrig

- April 3rd Meeting
- Brought in district principal to talk about S.T.E.A.M.
 - Challenge day in May.
 - STEAM kits, teachers can obtain those through Winslow.
 - Most elementary schools have STEAM kits and activities.
 - STEAM team can come to school for an after-school program.
- West Coast Families – an organization that offers the following services: family reunification service, healthy babies, programs for children with special needs focusing on life skills, connection to community, and independent living.
- <https://westcoastfamily.org>
- April 24th: District principal, Wendy, Anti-racism portfolio.
 - A recent Pro-D provided teacher training in identifying bias and related concepts.
- District DPAC position election in May.
- The following parent presentations are available:
 - **May 15th, 2024, 7 pm**
 - Zoom Meeting
 - Topic: Anxious, Aggressive and Shut Down Kids
 - Go to the SD43 website to register and receive the link.
 - **May 15th, 2024. 6:30 pm**
 - Topic: How to talk to your youth about substance abuse.
 - See the latest email from Mr. Truss for the poster and link to register.

Spring Clothing/Books Sale

- \$720.50 was raised.
- All proceeds are being put towards the Senior Gala.
- Big thank you from Mr. Truss and the PAC for everyone who came to help out with the sale.
- Big thank you to Rebecca for organizing the distribution of the leftover donations.

- Key Learnings:
 - More items were donated than was expected.
 - More efforts on advertising next year to attract more buyers.
 - Possibility of having the sale run over two days instead of one to clear inventory.
 - It was a great idea to hold the event right after spring break.
 - More tables are needed for next year to spread out the clothes. Buyers were not digging through piles to see what was on the bottom.
- This will become an annual event.
- Rebecca and Matthew distributed the leftover donations. We should put into notes where to donate for next year's sale.
- The idea was put forward to coordinate with another school, Porter, to take our leftover donations and host their own sale. Propose idea to their PAC.

Proposal:

- The PAC started supporting the grade 12 organized grad event because there wasn't a Senior Gala (prom/dry grad).
- This year, the PAC is financially supporting both the Senior Gala and a separate grade 12 event.
- Now that IHUB has begun organizing a Senior Gala, the PAC proposes that all funds in future years will only support the Senior Gala.
 - motion approved

Next Meeting date:

- Executive Elections are happening at the next meeting.
- **AGM: June 10th, 2024. Start time: 4 p.m. Potluck, 5 p.m slideshow/elections.**
 - All executive members have agreed to stay for the 2024/25 year unless a new parent would like to take on an executive role.
 - If anyone wants to volunteer for a PAC position, let Tammy know.
 - The 5 pm meeting will be in-person and online at the school.

Meeting Ends: 8:19 pm

Inquiry Hub Secondary School PAC
Statement of Revenues and Expenditures
For the Period July 1, 2023 to May 13, 2024

	Period Ended General 2024-05-13	Year to Date 2024-05-13 General Actual	2023-2024 General Budget	Month Ended Gaming 2024-05-13	Year to Date 2024-05-13 Gaming Actual	2023-2024 Gaming Budget	Year to Date 2024-05-13 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	-				118.00		120.00		
Tru Earth		80.09	-				80.09		80.74		
Me N Eds	320.00	470.43	-				470.43		555.00		
Purdy's		590.76	-				590.76				
Total Revenues	220.00	1,569.28	1,050.00	0.00	2,000.00	2,000.00	3,569.28	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		378.00	500.00	378.00	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	0.00	100.00	1,750.00	0.00	1,480.08	2,902.08	1,580.08	3,602.08	(599.75)	3,244.00	604.25
Increase(Decrease) in cash for the period	220.00	1,469.28	(700.00)	0.00	519.92	(902.08)	1,989.20	(1,602.08)	1,733.49	(1,244.00)	1,835.75
Cash on hand											
Beginning of period	6,366.51	5,117.23	5,117.23	1,435.52	915.60	915.60	6,032.83	6,032.83	3,383.74	2,159.60	5,543.34
End of period	6,586.51	\$ 6,586.51	\$ 4,417.23	\$ 1,435.52	\$ 1,435.52	\$ 13.52	\$ 8,022.03	\$ 4,430.75	\$ 5,117.23	\$ 915.60	\$ 6,032.83
	0.00										
Coast Capital		6,375.79			1,813.52		8,189.31				
Less: Outstanding cheques					(378.00)		(378.00)				
Inquiry Hub		310.72					310.72				
	\$ 0.00	\$ 6,686.51			\$ 1,435.52		\$ 8,122.03				