

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

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome &amp; Introductions</li><li>• Adopt minutes from June meeting</li><li>• Additions to agenda</li></ul>	15
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• None at this time</li></ul>	0
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>• PAC Fundraisers</li><li>• PAC Donations</li><li>• Mailing List</li></ul>	15
	<b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• Proposed Date: Monday October 16?</li></ul>	
	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](https://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**Monday September 18<sup>th</sup>, 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 27<sup>th</sup> and 28<sup>th</sup>: Golden Ears Outdoor Adventure Trip
  - All students are encouraged to attend the day trip on Sept 27<sup>th</sup>.
  - 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 5<sup>th</sup> 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 4<sup>th</sup> – 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 16<sup>th</sup>, 2023. Start time: 7pm. Will be offered in person at the school and online.

#### **Meeting Ends: 8:19pm**

**Inquiry Hub Secondary School PAC**  
**Statement of Reveunes and Expenditures**  
**For the Period July 1, 2023 to August 31, 2023**

	Month Ended General 2023-07-31	Month Ended General 2023-08-31	Period Ended 2023-08-31 General Actual	DRAFT 2023-2024 General Budget	Month Ended Gaming 2023-07-31	Month Ended Gaming 2023-08-31	Period ended 2023-08-31 Gaming Actual	DRAFT 2023-2024 Gaming Budget	Period ended 2023-08-31 Combined Actual	Period ended 2023-2024 Combined Budget	2022-2023 Operating Actual	2022-2023 Gaming Actual	2022-2023 Combined Actual	2021-2022 Operating Actual	2021-2022 Gaming Actual	2021-2022 Combined Actual
Revenues																
Donations			-	\$ 400.00			\$ -	\$ -	\$ -	\$ 400.00	\$ 440.00	\$ -	\$ 440.00	162.00	\$ -	\$ 162.00
Donations - Grad fund			0.00	0.00					0.00	0.00	-	62.00				
Grant funds			0.00	0.00			0.00	2,000.00	0.00	2,000.00		2,000.00	2,000.00	0.00	1,300.00	1,300.00
Fund raising			0.00	750.00					0.00	750.00						
Sun-Oka Fruit Farms			0.00	0.00							120.00					
Tru Earth			0.00	0.00							80.74			62.90		
Me N Eds			0.00	0.00							555.00			280.00		
Total Revenues	-	-	0.00	1,150.00	0.00	0.00	0.00	2,000.00	0.00	3,150.00	1,133.74	2,000.00	2,440.00	504.90	1,300.00	1,462.00
Disbursements																
Arts & Culture-Spirit of Coq. Grant			0.00				0.00		0.00	0.00	-	0.00	0.00	584.53	0.00	584.53
Bank Charges			0.00				0.00		0.00	0.00	-	0.00	0.00	88.84	11.70	100.54
Education for Students																
Food Safe \$40/Student			0.00				0.00				-	2,040.00				
First aid			0.00				0.00				-					
Gifts & Thanks			0.00				0.00		0.00	0.00	-	0.00	0.00	0.00	0.00	0.00
Parent/Student Presentations			0.00				0.00		0.00	0.00	-	0.00	0.00	0.00	0.00	0.00
Supplies & Misc			0.00				0.00		0.00	0.00	-	0.00	0.00	0.00	0.00	0.00
Transportation / Field trip			0.00				0.00				-	504.00	504.00	0.00	0.00	0.00
Year end iHub annual			0.00				0.00	350.00	0.00	350.00	-	700.00	700.00	0.00	0.00	0.00
											-					
Recoverable amounts			0.00						0.00	0.00	-	599.75	0.00	(599.75)	0.00	0.00
Total Disbursements	-	-	0.00	0.00	0.00	0.00	0.00	350.00	0.00	350.00	(599.75)	3,244.00	604.25	1,264.84	11.70	1,276.54
Increase(Decrease) in cash for the period	0.00	0.00	0.00	1,150.00	0.00	0.00	0.00	1,650.00	0.00	2,800.00	1,733.49	(1,244.00)	1,835.75	(759.94)	1,288.30	185.46
Cash on hand																
Beginning of period	5,117.23	5,117.23	5,117.23	5,117.23	915.60	915.60	915.60	915.60	6,032.83	6,032.83	3,383.74	2,159.60	5,543.34	4,143.68	871.30	5,014.98
End of period	5,117.23	5,117.23	\$ 5,117.23	\$ 6,267.23	\$ 915.60	\$ 915.60	\$ 915.60	\$ 2,565.60	\$ 6,032.83	\$ 8,832.83	\$ 5,117.23	\$ 915.60	\$ 6,032.83	3,383.74	\$ 2,159.60	\$ 5,543.34
Committed funds & recoverable amounts																
			\$ 0.00	\$ -			\$ -	\$ -								

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
October 23, 2023 7:00 pm  
Hybrid Meeting (Inquiry Hub and Online)**

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome &amp; Introductions</li><li>• Adopt minutes from September meeting</li><li>• Additions to agenda</li></ul>	5
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer<ul style="list-style-type: none"><li>• 2023/24 Budget</li><li>• Fundraising</li></ul></li><li>• DPAC</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• PAC Fundraisers<ul style="list-style-type: none"><li>• Me-n-Eds - \$250</li><li>• Sun-Oka Apples - Gen</li><li>• Tru Earth - new platform (do we renew?)</li><li>• Eco Living Club - Tamara</li><li>• Others? (Purdys, Giftcards, etc)</li></ul></li><li>• PAC Donations online form</li></ul>	10
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>• Mailing List - update your profile</li></ul> <b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• Proposed Date: Monday November 20, 2023</li></ul> Adjourn	5

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

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**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**Monday October 23rd, 2023**

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

**Call to Order Time:** 7:03pm

**In Attendance:**

In person – David Truss, Tammy Craik, Andrew Shaw, Geoffery Kehrig, Stephanie Sauer, Kathleen James, Agnes Mayer, Tamara Brooks, Blair Tarling

Online: No Attendees

**Approval of Minutes from September:**

- Motion to approve minutes: by Andrew, seconded by Geoffery, all in favor.

**Principal's Report:**

- **Update on Garden Boxes:**
  - Following the last PAC meeting the boxes were ordered, paid for and delivered.
- **Spring (Year End) Semi-Formal**
  - Students have expressed a desire to start an annual spring semi-formal for grades 11 and 12, with the ability to invite friends from outside the school.
  - Ms. Starr and Ms. Hamilton are heading the organizing committee.
  - Kathleen James has volunteered to join the organizing committee.
  - There will be a cost associated with attending the formal.
  - Location has been confirmed: Minnekhada Lodge.
  - There is a nice bridge outside for photos.
  - Request for PAC to add funding contribution to the yearly budget.
- **Updates for week of Oct 30<sup>th</sup>, 2023**
- **Halloween**
  - Student Leadership has requested no classes be held after lunch, as in previous years.
  - Costumes are encouraged.
  - Students have organized activities such as a haunted house and a movie.



- **Wednesday Nov 1<sup>st</sup> (9am to noon)**
  - Grades 11/12 will be attending a Holocaust Symposium, along with other SD43 high schools.
  - Location: Coquitlam Alliance Church: 2601 Spuraway Ave Coquitlam (Corner of Como Lake and Mariner near Charles Best Secondary).
  - One of the keynote speakers will be a Holocaust Survivor.
  - Students are asked to meet at the church for a 9am start time.
  - Students will be taking public transit back to IHUB for regular afternoon classes and should bring money to pay for the bus.
- **Thursday Nov 2nd**
  - Interim reports go home.
  - These reports do not include grades. That will be included on the next report. These reports include comments and work habits.
- **Friday Nov 3<sup>rd</sup>**
  - IHUB is hosting its first ever Career Day
  - Volunteers are coming into the school to share their job experiences with students.
  - Organized by Ms. Bauder
  - 37 Parents and Community members have signed up so far.
  - Students will be organized into small groups and will rotate through the various presenters asking questions regarding their occupations.
  - The idea is to expose students to a variety of occupations they may not have considered.
- **IHUB Open House: Dec 7<sup>th</sup>, 2023**

#### **Treasurer Report: Andrew Shaw**

- **See Financial Report and Proposed Budget.**
- Gaming Funds have been received.
- Gardens Beds have been paid for out of Gaming Funds.
- Gaming Funds have specific rules around when and how they can be spent so they are prioritized for spending when the correct opportunity arises.
- **Proposed Budget:**
  - **Add \$100 a year (\$10 a month) to student lunch/snack funds.**
  - Make transportation an annual amount. Any unused funds to be carried over to the following year and added to the annual amount. Cost of transportation, such as renting a bus, is very expensive. This allows the school to save for those events.
  - Annual amount of \$500 has been added to the budget for the spring semi-formal.

- o **Motion put forward for Budget to be approved by Kathleen, Seconded by Tamara, all in favor.**
- o Future funding opportunities put forward by IHUB staff: a trophy case highlighting IHUB student accomplishments, Ms. Bauder put forward a list of funding requests. To be reviewed as the year progresses.

**DPAC Update: Geoffery Kehrig**

- First DPAC meeting reviewed roles, gaming fees.
- Fundraising should have a goal. Discourage fundraising just for the sake of fundraising.

**Questions from Parents:**

- Q. Is there an update on school photos?
  - A. Due to the cost and previous experience with quality, IHUB is going to be utilizing the students talents to take their own photos and offering them to parents.
  - B. Graduation photos will be done in collaboration with Centennial High School for traditional photos by Artona.

**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 available if you donate through the district (amounts over \$25) and specify the donation is directed to IHUB. Also 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. \$250 was raised at the first event.
  - b. Historically run 3 to 4 times a year.
  - c. Next proposed date is January 16<sup>th</sup> 2024.
- **Apples:**
  - a. Sun-Oka Fruit Farms.
  - b. \$115 was raised.
  - c. Apples being delivered Thursday Oct 26<sup>th</sup>, 2023.
- **True Earth**
  - a. The PAC received notification that True Earth is moving to a new platform and the account needs to be closed. PAC made \$50 last year from this fundraiser. True Earth Fundraiser will not continue for this school year.
- **Eco Living Club:**
  - o Tamara Brooks presented this new fundraiser.
  - o Eco laundry detergent, dishwasher detergent and toilet bowl cleaner.
  - o More cost effective than True Earth.
  - o School will receive 15% back.

- Orders come with free shipping.
- In addition, families will also receive 10% off.
- Samples are being provided to the school for families to try at home.
- Fundraiser is being added to the PAC website.
- **Motion put forward by Agnes to transition from True Earth to Eco Living Club for fundraiser, Seconded by Geoffery, all in favor.**
- **Purdy's:**
  - Agnes Mayer has volunteered to run the Purdy's fundraiser.
  - Proposed timeline: Nov 13<sup>th</sup> to Nov 27<sup>th</sup> with delivery in early December.
  - Fundraising Goal: \$100

**Mailing List:**

- Before unsubscribing to the mailing list, update your profile to say you no longer have a student in the school.
- Parents continuing with the mailing list can update their profile to indicate which grade their child is in.

**Next Meeting date:**

Monday Nov 20<sup>th</sup>, 2023. Start time: 7pm. Will be offered in person at the school and online.

**Meeting Ends: 8:25pm**

Inquiry Hub Secondary School PAC  
Statement of Revenues and Expenditures  
For the Period July 1, 2023 to September 30, 2023

	Month Ended General 2023-09-30	Period Ended 2023-09-30 General Actual	DRAFT 2023-2024 General Budget	Month Ended Gaming 2023-09-30	Period ended 2023-09-30 Gaming Actual	DRAFT 2023-2024 Gaming Budget	Period ended 2023-09-30 Combined Actual	Period ended 2023-2024 Combined Budget	2022-2023 Operating Actual	2022-2023 Gaming Actual	2022-2023 Combined Actual
Revenues											
Donations	\$ 140.00	\$ 140.00	\$ 400.00	\$ -	\$ -	\$ -	\$ 140.00	\$ 400.00	\$ 440.00	\$ -	\$ 440.00
Donations - Grad fund		-	-				-	-	62.00		
Grant funds		-	-		0.00	2,000.00	-	2,000.00	-	2,000.00	2,000.00
Fund raising		-	750.00				-	750.00	-		
Sun-Oka Fruit Farms		-	-						120.00		
Tru Earth		-	-						80.74		
Me N Eds	250.43	250.43	-						555.00		
Total Revenues	390.43	390.43	1,150.00	0.00	0.00	2,000.00	140.00	3,150.00	1,133.74	2,000.00	2,440.00
Disbursements											
School amenities		-			0.00		-	-	-	-	-
Garden beds		-		1,102.08	1,102.08	2,000.00	1,102.08	2,000.00	-	-	-
Education for Students									-		
Food Safe \$40/Student		-			0.00				-	2,040.00	
First aid		-			0.00				-		
Gifts & Thanks		-			0.00		-	-	-	-	-
Parent/Student Presentations		-			0.00		-	-	-	-	-
Supplies & Misc		-			0.00		-	-	-	-	-
Transportation / Field trip		-			0.00				-	504.00	504.00
Year end iHub annual		-			0.00	350.00	-	350.00	-	700.00	700.00
Recoverable amounts	1,102.08	1,102.08		(1,102.08)	(1,102.08)		-	-	599.75	-	599.75
Total Disbursements	1,102.08	1,102.08	0.00	0.00	0.00	2,350.00	1,102.08	2,350.00	(599.75)	3,244.00	604.25
Increase(Decrease) in cash for the period	(711.65)	711.65	1,150.00	0.00	0.00	(350.00)	(711.65)	800.00	1,733.49	(1,244.00)	1,835.75
Cash on hand											
Beginning of period	5,117.23	5,117.23	5,117.23	915.60	915.60	915.60	6,032.83	6,032.83	3,383.74	2,159.60	5,543.34
End of period	4,405.58	4,405.58	6,267.23	915.60	915.60	565.60	5,321.18	6,832.83	5,117.23	915.60	6,032.83

Notes:

Available fund balances at at October 23, 2023

General Fund	5,507.66
Gaming Fund	1,813.52

**Inquiry Hub Secondary School PAC**  
**Statement of Budgeted Revenues and Expenditures**  
**For the Year Ending June 30, 2024**

	2022/2023 Approved Budget	2022/2023 Actual Spending	2023/2024 Proposed Budget
<b>GAMING ACCOUNT</b>			
Revenues			
Grant funds	2,000.00	2,000.00	2,000.00
Total Revenues	<u>2,000.00</u>	<u>2,000.00</u>	<u>2,000.00</u>
Expenditures			
Bank Charges	-	-	-
Food Safe for students (\$50/student next yr)	1,375.00	2,040.00	950.00 [2]
Fieldtrips	-	504.00	500.00
Year End Annual	350.00	700.00	350.00
Garden Beds/Supplies (2023/24 only)			1,102.08
Total Expenditures	<u>1,725.00</u>	<u>3,244.00</u>	<u>2,902.08</u>
Increases (Decrease) in funds during the period	275.00	(1,244.00)	(902.08)
Cash on hand			
Beginning of period	2,159.60	2,159.60	915.60
Allocated for next year (Food Safe)			<u>950.00</u>
End of period	<u>2,434.60</u>	<u>915.60</u>	<u>13.52</u>
<b>GENERAL ACCOUNT</b>			
Revenues			
Donations	1,000.00	440.00	400.00
Loyalty rebate (Tru Earth)	80.00	80.74 [3]	50.00
Me-n-Ed's PAC Fundraisers	315.00	555.00 [4]	500.00
Sun Oka Fundraiser	-	120.00	100.00
Me-n-Ed's Grad Fundraiser	-	255.00 [5]	225.00
Grad Donations (to be passed on to grads)	62.00	362.00	-
Total Revenues	<u>1,457.00</u>	<u>1,812.74</u>	<u>1,275.00</u>
Expenditures			
Educational Resources	-	-	500.00
Parent/Student Presentation	250.00	-	250.00
Supplies & Misc	50.00	-	50.00
Transportation/Field trip (\$350/yr)	350.00	-	350.00
Spring Formal			500.00
Student Snack Fund (\$10/month)			100.00
Grad Funds collected on behalf of grads		617.00 [1]	225.00
Total Expenditures	<u>650.00</u>	<u>617.00</u>	<u>1,975.00</u>
Excess (Deficiency) for the period	807.00	1,195.74	(700.00)
Cash on hand			
Beginning of period	3,383.74	3,383.74	5,117.23
2021-22 Allocated funds (grad donation, garden beds)		438.00 [6]	
End of period	<u>4,190.74</u>	<u>5,017.48</u>	<u>4,417.23</u>

[1] To be withheld until 2024/25

[2] Earned during 2021/22 year

[3] \$315 in October & \$240 in January

[4] April fundraiser

[5] Me-n-Eds fundraiser, Grad donations, and donations from previous grad year

[6] \$62 to grads collected from 2021/22  
\$500 reimbursement for garden beds in 2022/23

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
November 20, 2023 7:00 pm  
Hybrid Meeting (Inquiry Hub and Online)**

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome &amp; Introductions</li><li>• Adopt minutes from October meeting</li><li>• Additions to agenda</li></ul>	5
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li><li>• DPAC</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• PAC Fundraisers<ul style="list-style-type: none"><li>• Eco Living Club - Tamara</li><li>• Purdy's Update</li></ul></li><li>• PAC Donations online form</li></ul>	10
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>•</li></ul> <b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• Proposed Date: TBA</li></ul> Adjourn	5

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

[ihubpac@gmail.com](mailto:ihubpac@gmail.com)

[parents.inquiryhub.org](https://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**November 20<sup>th</sup>, 2023**

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

**Call to Order Time:** 7:01pm

**In Attendance:**

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

Online: Shelley

**Approval of Minutes from October:**

- Motion to approve minutes put forward by Andrew, seconded by Stephanie, all in favor.

**Principal's Report:**

- **Progress Reports:**
  - Recent learning reports (no grades) were uploaded onto MyEd.
  - Contact John Newell in the IHUB office if you have any trouble accessing them.
  - New reporting framework is out. Mr. Truss will provide more details in an email out to parents.
  - Grades 10 to 12 will still receive percentages.
  - Grade 9s will not receive percentages. Instead, you will see language such as developing, emerging, and proficient.
- **Career Day:**
  - Was a great success! Big thank you to Ms. Bauder for organizing the day.
  - Overall the feedback from students was very positive.
- **Hosting UBC teachers:**
  - 34 Middle School UBC teachers visited IHUB to learn about the Inquiry Process.
  - Six IHUB students presented on their inquiries.
  - Students shared both their successes and their challenges pursuing inquiries, focusing on their key learnings.
  - The teachers were very impressed.
- **IHUB Road Show:**
  - First event was hosted at Minnekhada middle school this past week.
  - These events are very important to spread the word about IHUB and to invite interested students to the Dec 7<sup>th</sup> IHUB open house.



- **IHUB Open House: Dec 7<sup>th</sup>, 2023: 7 to 9pm**
  - <http://www.inquiryhub.org/open/>
  - RSVP through EventBrite (link on site)
  - Parents are encouraged to spread the word and invite interested students/families.
  - No one will be turned away but it's important that interested students register so the school has an idea of the number of attendees.
- **Grade 12 Grad Photos**
  - The students are looking at setting up their own inhouse graduation photos as another option to the Artona photos being offered through Centennial school.
- **Online store for Inquiry Hub**
  - Idea 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.
  - School to set up a lead person and a process by which to determine how many designs are offered.
  - PAC to handle the fundraising aspect.
  - Items in the store would be available for order all year as an ongoing fundraiser.
  - PAC to investigate available platforms: Tammy, Agnes and Stephanie will research and confer.
  - Redbubble was one suggested platform.

#### **Treasurer Report: Andrew Shaw**

- See Financial Report
- No funds were spent or received this month.
- Budget figures have been updated based on the minutes from the last PAC meeting.
- \$59.27 from True Earth will be received this month. The account has been closed and this fundraiser is complete.

#### **DPAC Update: Geoffery Kehrig**

- **Reporting Framework for secondary students:**
  - Aligns with new curriculum: Competency driven, personalized and flexible, focus on literacy and numeracy foundations and Indigenous perspectives, worldviews and woven into all areas of learning areas and grades.
  - Report cards will focus on learning instead of competing for marks.
  - What is consistent, 5 reporting events, 3 written and 2 informal reports. Letter grades and percentages 10-12, written feedback K-9, student self-assessment of Core Competencies K-9. Student self-assessment included in 10-12 now.
  - Emerging, means beginning to understand. Developing, means they're understanding some things. Proficient is the goal for your child. Extending: when students show a full understanding.

- **Naloxone Presentation:**

- Overdose is the leading cause of death for people 10-59 in BC.  
Notes about peer-led presentations in schools.
- Provides education on signs of an overdose, stigma, naloxone, and how to keep each other safe.
- Website: <https://naloxhome.com/>

IHUB has a Naloxone inhaler in the school with select staff trained to use it.

**PAC Fundraisers and Donations:**

- **Eco Living Club:**

- Fundraising is now set up and ongoing.
- Two orders received so far.
- Thanks to Tamara for this fundraiser.

- **Purdy's**

- \$313 profit so far.
- Thank you to everyone who has ordered!
- Purdy's deadline to order is Nov 27<sup>th</sup>
- Mr. Truss to send a reminder email to parents about ordering.
- School office will help with distribution.

- **Me N'Eds Pizza Fundraiser:** Tuesday, January 16<sup>th</sup>, 2024<sup>th</sup>

**Next Meeting date:**

- Monday January 15<sup>th</sup>, 2023. Start time: 7pm.  
Will be offered in person at the school and online.

**Meeting Ends: 7:44 pm**

**Inquiry Hub Secondary School PAC**  
**Statement of Reveunes and Expenditures**  
**For the Period July 1, 2023 to November 20, 2023**

	Period Ended 2023-11-20 General Actual	2023-2024 General Budget	Period ended 2023-11-20 Gaming Actual	2023-2024 Gaming Budget	Period ended 2023-11-20 Combined Actual	2023-2024 Combined Budget	2022-2023 Operating Actual	2022-2023 Gaming Actual	2022-2023 Combined Actual
<b>Revenues</b>									
Donations	\$ 140.00	\$ 400.00	\$ -	\$ -	\$ 140.00	\$ 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	-	-					120.00		
Tru Earth	-	-					80.74		
Me N Eds	250.43	-					555.00		
<b>Total Revenues</b>	<b>390.43</b>	<b>1,050.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>2,140.00</b>	<b>3,050.00</b>	<b>1,133.74</b>	<b>2,000.00</b>	<b>2,440.00</b>
<b>Disbursements</b>									
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	0.00		-	100.00	-		
Recoverable amounts	-		0.00		-	-	599.75	-	599.75
<b>Total Disbursements</b>	<b>-</b>	<b>1,750.00</b>	<b>1,102.08</b>	<b>2,902.08</b>	<b>1,102.08</b>	<b>3,702.08</b>	<b>(599.75)</b>	<b>3,244.00</b>	<b>604.25</b>
<b>Increase(Decrease) in cash for the period</b>	<b>390.43</b>	<b>(700.00)</b>	<b>897.92</b>	<b>(902.08)</b>	<b>1,288.35</b>	<b>(1,602.08)</b>	<b>1,733.49</b>	<b>(1,244.00)</b>	<b>1,835.75</b>
<b>Cash on hand</b>									
Beginning of period	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	\$ 5,507.66	\$ 4,417.23	\$ 1,813.52	\$ 13.52	\$ 7,321.18	\$ 4,430.75	\$ 5,117.23	\$ 915.60	\$ 6,032.83

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
January 15, 2024 7:00 pm  
Hybrid Meeting (Inquiry Hub and Online)**

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome &amp; Introductions</li><li>• Adopt minutes from November meeting</li><li>• Additions to agenda</li></ul>	5
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li><li>• DPAC</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• PAC Fundraisers<ul style="list-style-type: none"><li>• Purdy's Update</li><li>• Men Eds - January 16</li></ul></li><li>• Online Store Update<ul style="list-style-type: none"><li>• redbubble.com (no monthly fee, just account fee)</li><li>• teepublic.com</li><li>• sellfy.com (\$20/mo)</li><li>• gelato.com (no monthly fee)</li><li>• printful.com (no monthly fee)</li><li>• printify.com (no monthly fee)</li></ul></li></ul>	10
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>• Grad Hoodies</li></ul> <b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• Proposed Date: February 26, 2024</li></ul>	5

Adjourn

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

[ihubpac@gmail.com](mailto:ihubpac@gmail.com)

[parents.inquiryhub.org](http://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**January 15<sup>th</sup>, 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, Shelley Frick, Agnes Mayer

Online: Stephanie Sauer, Rob McTavish, Matthew and Rebecca

**Approval of Minutes from October:**

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

**Principal's Report:**

- The school newsletter is coming out this week regarding the following information.
- Grade 10 Provincial Assessments are happening next week – the students will write the literacy assessment on Tuesday and numeracy on Thursday.
- Thursday, January 25<sup>th</sup> is report card day. Reports will be posted on My-Ed.
- Grade 9s have immunizations on Friday.
- Grade 11s will write the grade 12 literacy assessment this coming April. This is beneficial for those applying for early admission in grade 12.
- Grade 12s – now is the time to be looking at scholarships. Both IHUB counsellors have experience applying for scholarships, including essay writing and letters of reference. Some scholarships have very few applicants, so it's worth the effort to apply. If the student finds the scholarship, the school will help with the application process.
- IHUB interviews for new grade 9 students are going very well.
- Europe Trip – There is enough interest for the trip to go ahead. Approximately 29 students have signed up so far. Registration will continue up to the end of the school year. Capacity depends on having enough adult supervision.

**Treasurer Report: Andrew Shaw**

- See Financial Report
- Revenue is updated based on current fundraisers.
- Expenses: Contribution to snack budget – a cheque is being given to the school following the PAC meeting.

### **DPAC Update: Geoffery Kehrig**

- The next DPAC meeting is on January 31<sup>st</sup>, 2024.
- Update to follow afterwards.

### **PAC Fundraisers and Donations:**

- **Purdy's**
  - Very successful fundraiser! Thank you to everyone who ordered.
  - Agnes has offered to run it again when the opportunity arises. Easter was suggested as a possibility.
- **Me N'Eds Pizza Fundraiser: Tuesday, January 16<sup>th</sup>, 2024.**
- **Online store for Inquiry Hub**
  - Idea 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 to set up the store.
  - Once the store is set up, IHUB will select a lead person to run the store and a process by which to determine how many designs are offered.
  - PAC to handle the fundraising aspect. However, the goal here isn't a significant fundraiser, but rather to support the school/students by making student designs accessible to the school community.
  - Items in the store would be available for order all year as an ongoing fundraiser.
  - PAC continuing to investigate available platforms.
  - Redbubble was investigated and deemed not a viable option due to high fees. Utilizing this platform would cost the PAC money.
  - TeePublic is being investigated as an option.
  - Andrew confirmed that the PAC would not have to pay tax on any income generated from running this online store.
  - Dave and Stephanie will look into additional platforms prior to the next PAC meeting.
  - Need to clarify the copyright. Dave to reach out to the district for clarification.
  - PAC agreed that any students wishing to have their designs uploaded must have a parent-signed permission form with full transparency on copyright and fundraising.
  - **Note: If any parents with experience or interest in running an online store wish to help with this initiative, please contact the PAC.**

**Update from Matthew on Grade 12 Grad Initiatives:**

- Through student fundraising \$200 has been raised for grad.
- Students are still deciding what they are doing for grad in regard to after grad and a class trip. Aquarium trip is a potential idea.
- No designs for hoody's yet. This will be looked into following end of semester exams.
- Grad Photos. Many students opted out of the grad photos offered through Centennial due to cost. Students are setting up their own photo shoots at the school to provide graduates with another, more cost-effective, opportunity for grade photos. February is the target timeline.
- PAC confirmed that funds from one of the Me N'Eds fundraisers will be donated to support Grade 12 grad activities.
- Note: Matthew has an archive of student designs and videos over the past 4 years. Discussion regarding who to transfer this to after Matthew graduates.
- Matthew and Vincent run the snack fund. PAC will fund it at \$10 a month moving forward (as previously agreed).
  - This ran previously as a donation model but has moved to a fundraising model. Appropriate donations are still accepted, such as low clean-up food items, with little waste, and low effort meals. Items that are easy to prepare "if all you have is water, a microwave and a utensil."

**Next Meeting date:**

Monday February 26<sup>th</sup>, 2024. Start time: 7pm. Will be offered in person at the school and online.

**Meeting Ends: 8:00 pm**

**Inquiry Hub Secondary School PAC**  
**Statement of Revenues and Expenditures**  
**For the Period July 1, 2023 to January 15, 2024**

Month Ended General 2023-12-31	Year to Date 2024-01-15 General Actual	2023-2024 General Budget	Year to Date 2024-01-15 Gaming Actual	2023-2024 Gaming Budget	Year to Date 2024-01-15 Combined Actual	2023-2024 Combined Budget	2022-2023 Operating Actual	2022-2023 Gaming Actual	2022-2023 Combined Actual
<b>Revenues</b>									
Donations	170.00	\$ 310.00	\$ -	\$ -	\$ 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	-	-	-
Sun-Oka Fruit Farms	118.00	118.00	-	-	-	-	120.00	-	-
Tru Earth	80.09	80.09	-	-	-	-	80.74	-	-
Me N Eds		250.43	-	-	-	-	555.00	-	-
Purdy's	380.04	380.04	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>748.13</b>	<b>1,138.56</b>	<b>1,050.00</b>	<b>2,000.00</b>	<b>2,310.00</b>	<b>3,050.00</b>	<b>1,133.74</b>	<b>2,000.00</b>	<b>2,440.00</b>
<b>Disbursements</b>									
School amenities		-	0.00	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		-	0.00	500.00	-	500.00	-	-	-
Spring formal		-	0.00	500.00	-	500.00	-	-	-
Parent/Student Presentations		-	0.00	250.00	-	250.00	-	-	-
Supplies & Misc		-	0.00	50.00	-	50.00	-	-	-
Transportation / Field trip		-	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		-	0.00	-	-	-	-	-	-
Recoverable amounts		-	0.00	-	-	-	599.75	-	599.75
<b>Total Disbursements</b>	<b>-</b>	<b>-</b>	<b>1,102.08</b>	<b>2,902.08</b>	<b>1,102.08</b>	<b>3,602.08</b>	<b>(599.75)</b>	<b>3,244.00</b>	<b>604.25</b>
<b>Increase(Decrease) in cash for the period</b>	<b>748.13</b>	<b>1,138.56</b>	<b>897.92</b>	<b>(902.08)</b>	<b>2,036.48</b>	<b>(1,602.08)</b>	<b>1,733.49</b>	<b>(1,244.00)</b>	<b>1,835.75</b>
<b>Cash on hand</b>									
Beginning of period	5,507.66	5,117.23	5,117.23	915.60	6,032.83	6,032.83	3,383.74	2,159.60	5,543.34
End of period	6,255.79	6,255.79	4,417.23	1,813.52	8,069.31	4,430.75	5,117.23	915.60	6,032.83
<b>Coast Capital</b>									
Inquiry Hub		6,155.79	1,813.52	1,813.52					
		100.00							
		<u>\$ 6,255.79</u>	<u>\$ 1,813.52</u>	<u>\$ 1,813.52</u>					



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

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

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**February 26<sup>th</sup>, 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 8<sup>th</sup> to 18<sup>th</sup>.
- 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 17<sup>th</sup>, 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 16<sup>th</sup>, 2024
- Location: Historic Minnekhada 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](mailto: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 14<sup>th</sup>.

**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 31<sup>st</sup>, 2024 DPAC meeting:

~

**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:**

- **2<sup>nd</sup> 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'ikh 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 8<sup>th</sup>, 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 Reveunes 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						

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
April 8, 2024 7:00 pm  
Hybrid Meeting (Inquiry Hub and Online)**

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome &amp; Introductions</li><li>• Adopt minutes from February meeting</li><li>• Additions to agenda</li></ul>	5
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li><li>• DPAC</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• Grad Update - Matthew<ul style="list-style-type: none"><li>• Me N Eds Fundraiser - Apr 23</li></ul></li><li>• Spring Clean Fundraiser - Apr 8-13</li></ul>	10
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>•</li></ul> <b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• Proposed Date: May 13, 2024</li></ul> Adjourn	

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

[ihubpac@gmail.com](mailto:ihubpac@gmail.com)

[parents.inquiryhub.org](https://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**April 8<sup>th</sup>, 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, Kathleen J, Noelene A, Michele M, Shelley F, Cathy W

Online: Matthew and Rebecca, Dana M, Agnes, Amber T

**Approval of Minutes from the March PAC meeting:**

- The motion to approve minutes was put forward by Michelle, seconded by Noelene, and all were in favour.
- It was agreed that attendees' last names would not be included in the minutes, only the last initial (except for the PAC executive).

**Principal's Report:**

**March 15<sup>th</sup> IHUB Bowling Trip:**

- 60 Students went bowling.
- It was a successful school event.
- Thank you to PAC for financially supporting the trip.

**Numeracy and Literacy Assessments:**

- Grade 10 Numeracy and Literacy – make-up assessments available the week of April 15<sup>th</sup>.
- Grade 11s – literacy assessment for grade 12 is offered in grade 11.
- Assessment will be on the afternoon of Thursday, April 18<sup>th</sup> (starting after lunch).
- Mr. Soiseth will do an in-class review to help students prepare.
- Mr. Truss will send a link to the website which offers practice assessments.

**Spring Formal**

- Date: Thursday, May 16<sup>th</sup>, 2024
- 22 students have signed up so far.
- The capacity is 50.
- If there is capacity, the spaces will first be filled by approved dates, and then the dance will be made open to the younger grades.
- Please buy your tickets online. The email receipt will be your ticket to the dance.



- A big thank you to Kathleen, who has done an amazing job of getting prizes donated.
- Students will receive tickets they can put towards draws for prizes.
- There will be a photo booth onsite and a casino.

#### **Important Dates to Remember:**

- May 16<sup>th</sup>: Spring Formal
- May 17<sup>th</sup>: Pro-D Day

#### **3 days of field trips: Golden Ears Camping Trip**

- May 21<sup>st</sup> – grades 9/10 – camping overnight.
- May 22<sup>nd</sup> – The entire school attends activities during the day.
- May 22<sup>nd</sup> – grades 11/12 – camping overnight. Leaving on the 23<sup>rd</sup>.
- Parent Drivers are needed.
- 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 are TDB – canoeing is not yet confirmed.
- Tents are confirmed.
- 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 allowed.

#### **Graduation**

- Wednesday, June 26<sup>th</sup>
- All Grads and their guests are invited.
- Due to limited seats, the entire school does not attend.
- By invitation for students who are performing or receiving awards.
- Will be streamed online and recorded.

#### **Principal Request:**

- The last PAC meeting, AGM, be held on Monday, June 10<sup>th</sup>.
- IHUB is hosting incoming grade 9 students for the day.
- 4 pm Potluck for families of new students.
- 5 pm 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.
- Volunteers will arrive early to help set up the potluck and stay for the AGM.

#### **TedX: Bell Performing Arts, Surrey: January 18<sup>th</sup>, 2025**

- The idea was put forward for IHUB, or selected classes, to attend the 2025 TEDx event.
- <https://tedxsurrey.ca>

- A day of inspiring talks.
- Tickets go on sale in November.
- Ticket prices range from \$59 to \$79.
- Opportunity to enter to win tickets to the event. See the link to the website.
- There is money in the PAC budget available for parent/student presentations.
- Mr. Truss will run the idea by the IHUB teachers to determine interest.
- If the opportunity moves forward, it will be presented to the students in the fall to assess interest.

#### **Treasurer Report: Andrew Shaw**

- See Financial Report
- Revenue is updated based on current fundraisers.
- Money received from Purdy's.
- After this meeting, the PAC will write a cheque for bowling from the gaming fund.
- There is \$6366 in the general fund and \$1435 in the gaming fund.

#### **DPAC Update: Geoffery Kehrig**

- No update at this time.

#### **Matthew: Grad update**

- Grads have agreed on a backyard party type of grad event.
- There will also be a day trip planned. The destination is still being decided.
- Most of the funds will be spent on the day trip.
- April 23<sup>rd</sup> – Me N Eds fundraiser – all proceeds go to support the grad event.
- PAC will promote the fundraiser. Grade 12 students are encouraged to promote it as well.

#### **Spring Clothing/Books Sale**

- Friday April 12<sup>th</sup>, Saturday April 13<sup>th</sup>
- Noelene has had several people sign up to volunteer.
- Volunteers are needed on Thursday to help sort donations.
- Volunteers are also needed on Saturday to help the community find the gym and ensure people do not wander around the school.
- Rebecca will have the float put together.
- Matthew designed a flyer that has been distributed electronically.
- Encourage the IHUB community to promote and distribute the flyer.
- Have created signage for tables.
- There is no rush to clear the leftovers out of IHUB, as the computer lab can be used to store donations.
- Rebecca is coordinating leftover donations. They will be distributed to organizations supporting women's shelters and residents of the downtown east side.
- Noelene will email volunteers regarding their shifts.
- Students could help move donations at the end of the school day on Thursday.
- Thursday night volunteers also have the opportunity to buy that evening.

- **Reminder: only clothes and books will be accepted.**

**Next Meeting date:**

Monday, May 13th, 2024. Start time: 7 p.m. It will be offered in person at the school and online.

**Meeting Ends: 7:57 pm**

**Inquiry Hub Secondary School PAC**  
**Statement of Reveunes and Expenditures**  
**For the Period July 1, 2023 to April 8, 2024**

	Period Ended General 2024-04-08	Year to Date 2024-04-08 General Actual	2023-2024 General Budget	Period Ended Gaming 2024-04-08	Year to Date 2024-04-08 Gaming Actual	2023-2024 Gaming Budget	Year to Date 2024-04-08 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		250.43	-				250.43		555.00		
Purdy's	210.72	590.76	-				590.76				
Total Revenues	210.72	1,349.28	1,050.00	0.00	2,000.00	2,000.00	3,349.28	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	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	-	100.00	1,750.00	378.00	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	210.72	1,249.28	(700.00)	(378.00)	519.92	(902.08)	1,769.20	(1,602.08)	1,733.49	(1,244.00)	1,835.75
Cash on hand											
Beginning of period	6,155.79	5,117.23	5,117.23	1,813.52	915.60	915.60	6,032.83	6,032.83	3,383.74	2,159.60	5,543.34
End of period	6,366.51	\$ 6,366.51	\$ 4,417.23	\$1,435.52	\$ 1,435.52	\$ 13.52	\$ 7,802.03	\$ 4,430.75	\$ 5,117.23	\$ 915.60	\$ 6,032.83
Coast Capital		6,055.79			1,813.52		7,869.31				
Less: Outstanding cheques					(378.00)		(378.00)				
Inquiry Hub		310.72					310.72				
		<u>\$ 6,366.51</u>			<u>\$ 1,435.52</u>		<u>\$ 7,802.03</u>				

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
May 13, 2024 7:00 pm  
Hybrid Meeting (Inquiry Hub and Online)**

		Minutes
7:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome</li><li>• Adopt minutes from April meeting</li><li>• Additions to agenda</li></ul>	5
7:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li><li>• DPAC</li></ul>	30
7:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• Spring Clean Fundraiser Update - \$720.50</li><li>• Me N Eds Fundraiser Update - \$200.00<ul style="list-style-type: none"><li>• Donation to grade 12s</li></ul></li></ul>	10
7:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>• Year End Potluck</li><li>• Executive Elections next month</li></ul> <b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• AGM: June 10, 2024 (4pm Potluck, 5pm Meeting)</li></ul> Adjourn	

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

[ihubpac@gmail.com](mailto:ihubpac@gmail.com)

[parents.inquiryhub.org](https://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**Monday May 13<sup>th</sup>, 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 16<sup>th</sup>, 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 16<sup>th</sup>: Spring Gala
- May 17<sup>th</sup>: Pro-D Day

#### **3 days of field trips: Golden Ears Camping Trip**

- Tuesday, May 21<sup>st</sup> – grades 9/10 – camping overnight.
- Wednesday, May 22<sup>nd</sup> – The entire school attends activities during the day.
- Wednesday, May 22<sup>nd</sup> – grades 11/12 – camping overnight. Leaving on the 23<sup>rd</sup>.
- 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 10<sup>th</sup>.
- 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 24<sup>th</sup>, 2024.
  - Regarding new grade 9s, estimate of 20 students plus families in attendance.
  - An email will be sent by May 27<sup>th</sup> 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 3<sup>rd</sup> 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 24<sup>th</sup>: 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 15<sup>th</sup>, 2024, 7 pm**
    - Zoom Meeting
    - Topic: Anxious, Aggressive and Shut Down Kids
    - Go to the SD43 website to register and receive the link.
  - **May 15<sup>th</sup>, 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 10<sup>th</sup>, 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 Reveunes 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				

**Inquiry Hub Parent Advisory Council  
General Meeting - AGENDA  
June 10, 2024 5:00 pm  
In Person Meeting (Inquiry Hub and Online)**

		Minutes
5:00	<b><u>Call to Order &amp; Welcome</u></b> <ul style="list-style-type: none"><li>• Welcome</li><li>• Adopt minutes from May meeting</li></ul>	5
5:05	<b><u>Reports</u></b> <ul style="list-style-type: none"><li>• Principal</li><li>• Treasurer</li><li>• DPAC</li></ul>	30
5:35	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>• Spring Formal Wrap Up - Thank yous</li></ul>	10
5:45	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>• Executive Elections<ul style="list-style-type: none"><li>• Chair</li><li>• Treasurer</li><li>• Secretary</li><li>• DPAC Rep</li></ul></li></ul>	5
	<b><u>Next Meeting Date</u></b> <ul style="list-style-type: none"><li>• TBD</li></ul>	

Adjourn

**2023-24 PAC Executive:**

**Chair** – Tammy Craik

**Treasurer** – Andrew Shaw

**Secretary** – Stephanie Sauer

**DPAC Rep** – Geoffery Kehrig

[ihubpac@gmail.com](mailto:ihubpac@gmail.com)

[parents.inquiryhub.org](https://parents.inquiryhub.org)

**Inquiry Hub Secondary School**  
**Parent Advisory Council Meeting Minutes**

**Monday June 10<sup>th</sup>, 2024**

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

**Call to Order Time:** 4:25 pm

**The meeting occurred following the IHUB potluck for incoming Grade 9 students and their families.**

**In Attendance:**

In-person: David Truss, Tammy Craik, Andrew Shaw, Stephanie Sauer, Geoffery Kehrig, Mr. Sarte, Noelene, Cathy, Agnes, Shelley, Michele, Kyla, Angela, Lisa, Jessica, Tavis. We were happy to see so many incoming grade 9 families stay for the meeting as well.

**Approval of Minutes from the May PAC meeting:**

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

**Principal's Presentation**

- Mr. Truss shared the IHUB slide show, which highlighted events throughout the school year, including the debate team, Halloween, camping, school dances, field trips, career day, classroom activities, district STEAM events, and the spring Gala.
- Mr. Sarte gave a presentation to the incoming families providing an overview of IHUB
  - Staff introductions
  - Core Competencies: Create, Learn, Dream, Launch
  - Vision of the school: IHUB is a community of creators
  - IHUB key habits: attendance is very important, as is meeting deadlines, collaboration, focusing on one task at a time, and defining what done means (seek feedback to make the best use of your time). To meet deadlines, communicate with the teachers regarding what good looks like. There are often opportunities to revise work at a later date, but it's important not to fall behind due to perfectionism.
  - IHUB has a 6-block timetable with 55-minute long classes.
  - Highlights for the upcoming 2024/2025 school year:
    - More camping.
    - 2<sup>nd</sup> annual spring Gala.
    - A hackathon, likely in September.

- Launch of IHUB's first theatre production.
- Career Day next year will focus more on grades 11/12.
- The Coding League was launched this calendar year and will continue. The students who participated came in second at the national level. They coded a multi-player video game in a simplified version of Python.

#### **Treasurer Report: Andrew Shaw**

- See Financial Report
- Proceeds were received from Eco Living (added a donation to bring the proceeds up to \$50), the clothing and book sale, and Grad Fundraiser.
- Funds donated to the grad events.
- Contributions to the IHUB annual came out of the gaming funds.
- The PAC funds a Food Safety course for all students every other year. This event will run again in 2024/2025. It is open to all students who have not previously taken the course.

#### **DPAC Update: Geoffery Kehrig**

- Geoffery provided an overview of DPAC and his role as the DPAC rep.
- DPAC also offers special presentations to parents throughout the year.
- May 29<sup>th</sup> DPAC meeting was focused on introducing the new executive team for the upcoming school year.

#### **Spring Formal Wrap-Up**

- A big thank you to everyone who made this event happen.
- Kathleen J. did an amazing job of encouraging organizations to donate prizes. Every student who attended received a prize, and forty-five businesses donated.
- Tammy personally thanked every business that donated. Many said that they would donate again next year.
- IHUB student, Matthew, created the thank you cards.
- PAC provided some funds to support the event. However, the students, staff, and volunteers do all of the organizing.

#### **IHUB Annual Explained**

- The Annual is IHUB's graduation ceremony.
- It is open to graduates, their families and any students either performing or being presented with an award.
- The event is also live-streamed.
- It is hosted at the Inlet Theater in Port Moody.

### **PAC Executive Elections:**

- The current executive offered to continue on in their current positions for another school year.
- Everyone in attendance was asked if they wanted to put their name forward for a role. No one did. Volunteers are often needed throughout the school year for fundraising events and field trips. If parents are interested, there are many opportunities to get involved.
- Motion to re-elect the current executive – put forward by Cathy, seconded by Agnes, all in favour.
- PAC Executives for the 2024/2025 school year are:
  - Tammy Craik; President
  - Andrew Shaw; Treasurer
  - Stephanie Sauer; Secretary
  - Geoffery Kehrig; DPAC representative

### **Next Meeting date:**

- **Monday, September 23<sup>rd</sup>, 7 pm.**
- This meeting will be offered in person and online.

**Meeting Ends: 5:56 pm**

**Inquiry Hub Secondary School PAC**  
**Statement of Reveunes and Expenditures**  
**For the Period July 1, 2023 to June 10, 2024**

	Period Ended General 2024-06-10	Year to Date 2024-06-10 General Actual	2023-2024 General Budget	Period Ended Gaming 2024-06-10	Year to Date 2024-06-10 Gaming Actual	2023-2024 Gaming Budget	Year to Date 2024-06-10 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		
Eco Living / Tru Earth	50.00	130.09	-				130.09		80.74		
Me N Eds		570.43	-				570.43		555.00		
Purdy's		590.76	-				590.76				
Sale	720.50	720.50	-								
Total Revenues	770.50	2,439.78	1,050.00	0.00	2,000.00	2,000.00	3,719.28	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	720.50	720.50	500.00		0.00		720.50	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		-		350.00	350.00	350.00	350.00	350.00	-	700.00	700.00
Student snack fund		100.00	100.00				100.00		-		
Grad events (fundraiser proceeds)	200.00	200.00					200.00		-	599.75	
Recoverable amounts		-			0.00		-	-	-	-	599.75
Total Disbursements	920.50	1,020.50	1,750.00	350.00	1,830.08	2,902.08	2,850.58	3,602.08	(1,199.50)	3,244.00	604.25
Increase(Decrease) in cash for the period	(150.00)	1,419.28	(700.00)	(350.00)	169.92	(902.08)	868.70	(1,602.08)	2,333.24	(1,244.00)	1,835.75
Cash on hand											
Beginning of period	6,686.51	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	\$ 6,536.51	\$ 6,536.51	\$ 4,417.23	\$1,085.52	\$ 1,085.52	\$ 13.52	\$ 6,901.53	\$ 4,430.75	\$ 5,716.98	\$ 915.60	\$ 6,632.58
Coast Capital	6,425.79	6,425.79		1,813.52	1,813.52		8,239.31				
Less: Outstanding cheques	(200.00)	(200.00)		(728.00)	(728.00)		(928.00)				
Inquiry Hub	310.72	310.72					310.72				
	\$ 6,536.51	\$ 6,536.51		\$ 1,085.52	\$ 1,085.52		\$ 7,622.03				