

Carson Graham General PAC meeting

Minutes

December 2nd, 2015 at 7pm

Attendance: Sandra tweed, Greg Tweed, Mark Heieis, Doug Mackay, Chena Binns, Lindsay Dawkins

Staff: Karim Hachlaf

1. Approval of tonight's agenda: Lindsay Dawkins
Carried.

2. Approval of last meeting's minutes (October 21st, 2015)

MOTION: to accept the minutes-- Greg Tweed
Carried.

3. Administrative Report - Karim Hachlaf (please see attached Principal's report, Parent letter, and Carson Graham School Fees)

4. Treasurer's report—Doug Mackay (Please see Financial Report for the period July 1 to November 30, 2015) treasurer@carsongrahampac.ca

5. Fund Allocations—Doug Mackay

1. Further to the call letter sent out to Teachers on October 20, the CGPAC received a number of school funding requests that were presented at the meeting (complete list was included with the agenda). Based on the CGPAC criteria, all but two of the requests were recommended for funding. There was also discussion of general CGPAC approach for travel related requests, and it was agreed that the CGPAC would contribute to the national Improv Team trip based on 10% of expected travel costs to an overall maximum of \$2,500. The discussions were captured in the two motions below:

MOTION—travel funding for any school team is contingent upon a team making it to provincials or nationals. Funding will be percentage based. The PAC will pay 10% of a per person cost to a team maximum of \$2500.—Mark Heieis; seconded by Greg Tweed; carried

MOTION—to approve the Fall 2015 allocation requests, including the change to the Improv item above —Doug Mackay; seconded by Lindsay Dawkins; carried

6. Fundraising Report--Emma Tymm-Nash fundraising@carsongrahampac.ca **(Mark to speak)**

1. No gala this year because we don't need the money; maybe just have a party but not as a fundraiser.
2. Emergency supplies (Karim)—no supplies for the kids; the school purchased a container last year. We have to fix it; it needs adequate ventilation and it also

needs a back door. The container needs to be moved to the front of the school where the Larson entrance is. Pam got a list of must-haves. (blankets, kits, water, etc...) school budget has \$10,000. It would cost \$62,000 to fully equip it. We are going to think of a plan on how to raise that money.

7. Carson Wear—some parents want to head up a Spirit Wear team; Karim asked us to hold off because Frank Lee just asked if he could get something going.

ACTION—write an email from the PAC to Frank Lee to give our support

8. Other Business? none

Next Meeting: January 20th, 2016 at 7pm

Meeting adjourned at 9:00 pm

If you have any questions or comments regarding the minutes, please feel free to contact the secretary at: secretary@carsongrahampac.ca

CARSON GRAHAM SECONDARY SCHOOL PARENT ADVISORY COUNCIL SOCIETY
 FINANCIAL REPORT – July 1, 2015 to November 30, 2015

All Amounts in \$

	Fund				Total
	PAC Held		NVSD Held		
	General	Gaming	STEAM	Scholarships	
A. STATEMENT OF REVENUES AND EXPENDITURES					
FUND BALANCE - July 1, 2015	32,832.97	24,839.84	22,006.20	8,637.00	88,316.01
REVENUES					
Interest Earned	13.43	13.64			27.07
Province of BC Gaming Grant		25,140.00			25,140.00
Parent Donations – STEAM & Scholarships (Estimated)			3,502.42	1,800.00	5,302.42
Total Revenues	13.43	25,153.64	3,502.42	1,800.00	30,469.49
EXPENDITURES					
2014/15 Wishlist (School Funding Requests) & Scholarships	0.00	3,806.56	2,629.28	3,000.00	9,435.84
Total Expenditures	0.00	3,806.56	2,629.28	3,000.00	9,435.84
FUND BALANCE – November 30, 2015	32,846.40	46,186.92	22,879.34	7,437.00	109,349.66
B. OUTSTANDING COMMITMENTS – At November 30, 2015 (Estimated)					
2013/14 Wishlist (School Funding Requests) & Scholarships (Note 1)	1,000.00			500.00	1,500.00
2014/15 Wishlist (School Funding Requests) & Scholarships (Note 1)	2,150.00			5,000.00	7,150.00
2015/16 Scholarships & Bursaries (Note 2)	8,000.00			2,000.00	10,000.00
	11,150.00	0.00	0.00	7,500.00	18,650.00
FUNDS AVAILABLE AFTER OUTSTANDING COMMITMENTS	21,696.40	46,186.92	22,879.34	(63.00)	90,699.66

(1) Wishlist items and scholarships approved by the CGPAC but not yet paid. Amounts are estimated until invoices received.

(2) Source of funds will be Parent Donations for Scholarships first, with balance covered by General fund.

CGPAC FALL 2015 FUNDING REQUESTS

Requesting Department	Duration	Title	Details	PAC Priority/ Theme	Requested Amount	Recommendation	
						Amount	Notes
Improv Team	Annual	Travel support for national tournament	11 @ \$250 to assist with travel costs to Ottawa, contingent on provincial championship. Established funding \$125 x 10 students in 14/15.	School Spirit	2,750.00	1,250.00	Travel funding set @125/student. Applies to all groups/teams for earned travel. Cost ~\$2000/person. Have option to raise amt
Improv Team	One Time	Improv Team retreat to Loon Lake	Assistance with travel costs – 11 students @ \$100.	Student Engagement	1,100.00	0.00	Not supported
Choices	Annual	Family Meal Support	Same as 14/15 - Monthly meals @ \$50 ea x 8 months.	Student Engagement	400.00	400.00	Ongoing programming
Choices	Annual	Outward Bound	Same as 14/15 but with taxes included – 25 students @ \$100	Student Engagement	2,625.00	2,625.00	Ongoing programming
Choices	Annual	Boys Club meal support	Same as 14/15 – Meal costs	Student Engagement	750.00	750.00	Ongoing programming
Athletics	One Time	Uniforms – Sr Boys Basketball	15 Jerseys and shorts x 2 (home and away)	School Spirit	3,037.00	3,037.00	Uniform replacement
Athletics	Annual	Athletics funding support	Proposed start Sept 2016, financial support athletic fees	Student Engagement	1,500.00	0.00	Not supported
Athletics	One Time	Singlets – Cross Country/Track & Field	20 singlets - will be shared with the two teams in opposite seasons	School Spirit	628.00	628.00	Uniform replacement
Counselling	Annual	Cinderella/Cinderfella Fund	Same as 14/15 – grad financial support (banquet tickets, attire)	Student Engagement	1,875.00	1,875.00	Ongoing programming
Counselling	Annual	Big Brothers/Big Sisters	Same as 14/15 – mentorship program, cost of meals/ingredients for weekly visits.	Student Engagement	360.00	360.00	Ongoing programming
Counselling	Annual	Blood Sweat and Cheers	Same as 14/15 – blood donor campaign lunches.	Student Engagement	450.00	450.00	Ongoing programming
English / Leadership	One Time	Contemplative Approach Initiative	Qty 30 – Studio Yoga Mats, foam blocks and books	Student Engagement	1,365.00	1,365.00	New equipment
CGPAC	One Time	Staff Appreciation	Contribution of \$10 per person towards school staff event	School Spirit	1,200.00	1,200.00	
Music / Tech Club	One Time	Mixing Board & Related equipment	16 channel mixing board, 16 microphones and cabling	School Spirit	3,058.00	3,058.00	New equipment

Total Annual/Ongoing	10,710.00	7,710.00
Total One-Time	10,388.00	9,288.00
Total All	21,098.00	16,998.00

Source of funds for all items is the CGPAC Gaming account.



Principal Report to PAC - December 2, 2015

School Calendar: 2015-16

As per the Superintendent's communication, the school calendar has been updated to include the two non-instructional days following the announcement from the Ministry of Education that BC School Districts must provide 10 hours of new non-instructional time for teachers for the 2015-16 school year. The 10 hours are dedicated to training teachers for BC's new curriculum. The dates are **February 29 & May 20, 2016**.

Report Cards: Revised Timeline

As per the recent letter sent out to parents (posted on website), all Grade 8-12 students will receive their report cards in early January. Letter attached.

School Fees

Consistent with Policy 706 - School Fees, we are preparing our fee schedule for the 2016-17 school year for Board approval. This year, we have a number of fee increases and I have noted the rationale below and attached the fee spreadsheet noting the requested increases.

Dance (9-12)

Due to the need to replace our current inventory of dance shoes, an increase of \$5 has been proposed.

Foods 11

Given we are unable to offer the Food Safe course as part of the curriculum, we have decrease the fee by \$15.

Music Courses (all Band & Choir proposing a \$10 increase)

Covers: Music for each Concert contains 6-7 pieces of music \$3.00 per piece = \$18-\$21 per student.

Winter Concert/ Spring Concert / Festival and Tour Music

School Year cycle is probably 15-20 pieces of music. \$45-60/ student

Local and International Clinicians: Bringing world class educators/ professional musicians to the classroom - \$150-\$600 pending on how much time the clinic is.

\$150/30 students = \$5.00

Festival Fees: \$375.00 per ensemble

\$375/30students = \$12.50



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Engineering

Course fee increase request:

The course fees for the engineering program were set several years ago when I wrote the BAA as a teacher at Seycove Secondary. Since then our projects have evolved and costs for learning materials have increased due to inflation. The course fees are only used for consumables and other material used to embellish our students learning experience.

Course	Course fee	Suggested course fee increase	Costs: Costs allow for material used in take home projects and for embellishment of learning opportunities for our students.
Engineering 9	45.00	5.00	<ul style="list-style-type: none">• Electronic components for various circuits• Material used in bridge unit• Egg drop challenge• Material used for robotics
Engineering 10	45.00	5.00	<ul style="list-style-type: none">• Electronic components for various circuits• Material used for trebuchet project• Material used for hovercraft project
Engineering 11	45.00	5.00	<ul style="list-style-type: none">• Electronic components for various circuits• Material used for SUMO bot project• Material used for Arduino circuits and programming projects
Engineering 12	45.00	5.00	<ul style="list-style-type: none">• Materials used for metal fabrication, metal projects, gas welding supplies

International Baccalaureate Diploma Programme

As for our Speciality Academies, the school district is proposing an increase to \$1500 for our two year IB Diploma Programme and \$550 for our IB Diploma certificate programme (covers 1-3 classes). The rationale consists of:

- The programme needs to reflect increasing student expenses imposed by IBO



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- Given all fees and expenses are paid in USD, the current exchange rate needs to be budgeted for.

The School District will continue to pay for the majority of costs including authorization and IB fees, evaluation fees, textbooks, IB training and staffing.

Artist for Kids

Due to increases in the following fees, the annual Academy fee will be increased by \$50 to \$350.00 per year.

Increase in admission charges for Vancouver Art Gallery and other institutions.

Increase in CARFAC (Canadian Artist Representation Le Front Des Artistes Canadiens) fees for visiting artists.

Increase in cost of art materials.

Upcoming December Events

Senior Football Finals @ BC Place - December 5 @ 4pm

Grade 12 Formal @ Pinnacle Hotel - December 8 @ 7pm

Winter Band & Choir Concert @ Highlands United Church - December 15 @ 7pm

Last Day of Classes - December 18: Early Dismissal

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Schedule of School Fees 2016-17

The following school fees for Carson Graham Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC have reviewed the following schedule of school fees for the 2016-17 school year				
ORIGINAL SIGNED BY SCHOOL PRINCIPAL				
Principal's Signature			November 20, 2016	
Student Activity Fee			\$ 40.00	
Graduation Activity Fee			\$ 30.00	
DEPT	COURSE CODE	COURSE NAME	FEE	
ART	MVA--08	ART 8	\$ 10.00	
	MVA--09	ART DESIGN 9	\$ 20.00	
	YVPA-0D	ART 10-3 D - 2 Credits	\$ 20.00	
	YVPA-0C	ART 10 2-D - 2 Credits	\$ 20.00	
	MVAM-10	PHOTOGRAPHY 10 - 2 Credits	\$ 25.00	
	MAF--11	ART FOUNDATIONS 11	\$ 25.00	
	MAF--12	ART FOUNDATIONS 12	\$ 25.00	
	MSACS11	CERAMICS & SCULPTURE 11	\$ 25.00	
	MSACS12	CERAMICS & SCULPTURE 12	\$ 25.00	
	MSADP11	DRAWING AND PAINTING 11	\$ 25.00	
	MSADP12	DRAWING AND PAINTING 12	\$ 25.00	
	MDFT-11	FILM/TV 11	\$ 30.00	
	MDFT-12	FILM/TV 12	\$ 30.00	
	MSAPG11	PRINT & GRAPHIC DESIGN 11	\$ 20.00	
	MSAPG12	PRINT & GRAPHIC DESIGN 12	\$ 20.00	
	MVAMT11	VISUAL ARTS 11-MEDIA PHOTO	\$ 40.00	
	MVAMT12	VISUAL ARTS 12-MEDIA PHOTO	\$ 40.00	
	H EC	MHE--08	HOME ECONOMICS 8	\$ 10.00
		MFDN-09-F	FOODS 9	\$ 25.00
		YHEC-0A	FOODS 10 - 2 Credits	\$ 25.00
MFDN-11		FOOD STUDIES 11	\$ 50.00	Decrease of \$15
MFDN-12		FOOD STUDIES 12	\$ 50.00	
MTXT-09T		TEXTILES 9	\$ 15.00	
YHEC-0B		TEXTILES 10 - 2 Credits	\$ 15.00	
YVHE-1A		FASHION SEWING for BEGINNERS	\$ 30.00	
MTXT-11		TEXTILES 11	\$ 30.00	
MUSIC		MMU--08BCB	BEGINNING BAND 8	\$ 10.00
	MMU--09BCB	BEGINNING BAND 9	\$ 10.00	
	MMU--08-CB	CONCERT BAND 8	\$ 35.00	Increase of \$10
	MMU--09-CB	CONCERT BAND 9	\$ 35.00	Increase of \$10
	MMCB-10	CONCERT BAND 10	\$ 35.00	Increase of \$10
	MIMCB11	CONCERT BAND 11	\$ 35.00	Increase of \$10
	MIMCB12	CONCERT BAND 12	\$ 35.00	Increase of \$10
	MMU--08-CC	CONCERT CHOIR 8	\$ 35.00	Increase of \$10

CARSON GRAHAM SECONDARY

Schedule of School Fees 2016-17

	MMU--09-CC	CONCERT CHOIR 9	\$ 35.00	Increase of \$10
	MMCC-10	CONCERT CHOIR 10	\$ 35.00	Increase of \$10
	MCMCC11	CONCERT CHOIR 11	\$ 35.00	Increase of \$10
	MCMCC12	CONCERT CHOIR 12	\$ 35.00	Increase of \$10
	MMU--08-JB	JAZZ BAND 8	\$ 35.00	Increase of \$10
	MMU--09-JB	JAZZ BAND 9	\$ 35.00	Increase of \$10
	MMJB-10	JAZZ BAND 10	\$ 35.00	Increase of \$10
	MIMJB11	JAZZ BAND 11	\$ 35.00	Increase of \$10
	MIMJB12	JAZZ BAND 12	\$ 35.00	Increase of \$10
	MMU--08-VJ	JAZZ CHOIR 8	\$ 35.00	Increase of \$10
	MMU--09-VJ	JAZZ CHOIR 9	\$ 35.00	Increase of \$10
	MMVJ-10	JAZZ CHOIR 10	\$ 35.00	Increase of \$10
	MCMJV11	JAZZ CHOIR 11	\$ 35.00	Increase of \$10
	MCMJV12	JAZZ CHOIR 12	\$ 35.00	Increase of \$10
PHYS ED	MPE--09-D	PE 9 - DANCE	\$ 20.00	Increase of \$5
	MPE--10-D	PE 10 - DANCE	\$ 20.00	Increase of \$5
	MDNP-11	PE 11 DANCE	\$ 20.00	Increase of \$5
	MDNP-12	PE 12 DANCE	\$ 20.00	Increase of \$5
	MPE--11	PE 11	\$ 45.00	
	MPE--12	PE 12	\$ 45.00	
	MPE--10-C	PE 10 - CONDITIONING	\$ 35.00	
	YRA--1A	PE 11 CONDITIONING	\$ 35.00	
	YRA--2A	PE 12 CONDITIONING	\$ 35.00	
	YHRA-1B	PE LEADERSHIP 11	\$ 35.00	
	YHRA-2B	PE LEADERSHIP 12	\$ 35.00	
TECH	MTE--09E	ENGINEERING 9	\$ 50.00	Increase of \$5
	YERT-0A	ENGINEERING 10	\$ 50.00	Increase of \$5
	MTE--09	DESIGN and TECHNOLOGY 8	\$ 10.00	
	MTE--09D	DESIGN and TECHNOLOGY 9	\$ 40.00	
	YMIS-CA	DESIGN and TECHNOLOGY 10	\$ 40.00	
	MCJ--11	CARPENTRY & JOINERY 11	\$ 60.00	
	MCJF-12	CARPENTRY & JOINERY 12	\$ 60.00	
	YERT-1A	ENGINEERING 11	\$ 50.00	Increase of \$5
	YERT-2A	ENGINEERING 12	\$ 50.00	Increase of \$5
	MSTX-10A;11A;12A	Skills Exploration 10, 11 & 12	\$ 50.00	New Course
AFK Academy			\$ 350.00	Increase of \$50
IB Diploma Programme	Year 1 & Year 2		\$ 1,500.00	Increase of \$250
IB Diploma Programme	Certificate Program Year 1 & Year 2		\$ 550.00	
VCC Cook Training - Level 1 Program			\$ 750.00	