

Carson Graham General PAC meeting

Minutes

April 20, 2016 at 7pm

Attendance: Mark Heieis, Greg Tweed, Sandra Tweed, Lindsay Dawkins, Lynne Mackay, Lesley Heieis, Trish Metcalfe

Staff: Karim Hachlaf, Liz Thornhill, Christopher Blay, Cora Clarke

**We have quorum at tonight's meeting—2 signing officers and 5 parents

1. Approval of tonight's agenda: Lynne Mackay
Carried.

2. Science Department: Liz Thornhill and Christopher Blay

-This project's focus is to help our students:

- develop and apply 21st century communication skills in the study of science
- become critically aware, as global citizens, of the ethical implications of using science and technology
- develop an understanding of the relationships between scientific disciplines and their influence on other areas of knowledge

-This year, all grade 11 science students are participating in a group project in their science classes

-This project addresses how science can assist in addressing one of the UN Sustainable Development Goals (There are 17 of them)

-The focus of this year's project is: Zero Hunger. Their challenge is to apply science to make an impact in one area of eradicating hunger

-The project started on April 4th with a project introduction. There was a guest speaker: Dr. Hans Schreier, Faculty of Land and Food Systems, UBC

(you can see a slide show and other info on the Carson website)

-after the guest speaker, the kids got together and learned a lesson on collaboration and topic formation, then they worked in their group

-Their final project will be a 2-3 minute video. It must describe:

1. the specifics of the problem
2. the solution
3. the scientific implications of using it

-students will also need to do a write-up

-The project is worth 10% of the Term 3 grade in each science 11 class.

Key Benchmarks:

-April 4—intro

-Final due date May 16th

3. Cora Clarke

1. Improv Team

-Thank you for supporting the Improv team over the years

-They won the Silver medal banner at Nationals ; there were over 300 teams competing!

2. Drama Club:

-The drama club competed in the North Shore Drama Festival and they won 1st place. Therefore, they will be going to the Provincial Drama Festival in New Westminster

3. Pro D Day:

-Pro D day this Friday: Aboriginal Education: trying to make the lessons authentic

ACTION: can Cora Clarke get her Class 4 license? We need to check if PAC can do this

4. Approval of last meeting's minutes (February 17 ,2016)

MOTION: move to accept the minutes Lesley Heieis, Seconded by: Greg Tweed
Carried.

5. Treasurer's report—Mark Heieis on Doug Mackay's behalf (please see financial report 2015/2016)

treasurer@carsongrahampac.ca

Funding requests:

1. Junior Girls Soccer Equipment—team equipment, field board, soccer net, first aid, game ball , tote, blanket, tournament fee--\$886.67. This does not include the TOC payment, which the PAC feels should be funded by the school or the parents, not by the PAC
2. Junior girls basketball Provincials—entry fee and banquet \$625
3. Gym team roster boards \$3,831

MOTION: to approve the funding of the 3 items listed above --made by Lindsay Dawkins
Carried

3. Administrative Report - Karim Hachlaf (please see attached Principal's report)

1. Emergency Container—shelves built by skills exploration class, ventilation is being done, bought water and bars are being bought through Scarlet (VCC)
2. The Future of the Personal Project (grade 10)
3. 2016-17 calendar
4. Upcoming Jan/Feb Events
April 22 - School Profession Day: No classes
May 2 - District Wide Professional Day: No classes
May 20 - District Wide "New" Curriculum Implementation Day: No classes
May 26 - Grade 12 Exit Interviews (Early Dismissal @ 12:15pm)
June 15 - Graduation Ceremony @ Orpheum (7pm)

MOTION: to accept the IB and Personal Project (name may change) days on the 2016/2017 calendar as proposed by Karim Hachlaf—made by Lindsay Dawkins
Carried

10. Other Business?

1. cafeteria complaints—the kids are saying that the portion size seems smaller this year. But Karim hasn't heard any complaints from the kids. If he doesn't hear it from them, he can't do anything.
2. The water bottle filling station looks disgusting and needs to be cleaned

Next Meeting and AGM: May 18th , 2016 at 7pm

Meeting adjourned at 8.40pm

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



Principal Report to PAC - April 20, 2016

The Future of Personal Project

At Carson Graham, our Grade 10 students as part of their final year in the Middle Years Programme, work throughout the year on their personal project leading to a community exhibition. This event continues to be a positive and unique aspect for our entire school community that aligns with our school vision and goals.

This year, we as a staff have considered how we can take this event to even greater heights and provide additional support to our students. Consequently, we are going to shift to a model that has a core group of teachers overseeing the Grade 10 personal project in terms of instruction and assessment and still have staff available to support individual students with developing their projects. For instance, during our Personal Project days, we will assign appropriate teachers to key working areas such as our shops, engineering lab, foods and textiles classrooms, theatre, gymnasium, computer labs, music rooms, superlab, dance and art studios, film and tv classroom, library and learning support centres. Additionally, new for next year, we will now have structured lessons for all Grade 8 and 9 students in addition to our Grade 10's. Our grade 8's and 9's will be enrolling in a variety of targeted workshops again providing support and training towards our Middle Years Programme. An example of potential workshops include:

- Global Contexts
- Approaches to Learning Skills
- Report Writing
- Mindfulness
- Learner Profile
- Managebac
- Reporting Practices
- Introduction to Personal Project

Once our local calendar is finalized, more detailed communication will be shared with the students and parents.

2016-17 School Calendar

The subsequent school year contains a total of 179 days of instruction. This reduction from the current school year requires the making up of 'instructional minutes.' Consequently, the school district will be reducing the number of district staff collaboration days from 7 to 6 combined with a reduction of minutes to be determined.

At Carson Graham Secondary, we have annually sought PAC approval on additional changes to our local calendar. Specifically, we have implemented additional late starts that coincide with our Personal Project instruction and our International Baccalaureate (IB) staff collaboration to meet the demands and requirements of our IB programmes.



CARSON GRAHAM
SECONDARY

For the current 2015/16 school year we had 8 Personal Project days at a total of 240 minutes. With the new model outlined above, we are proposing 7 Personal Project days at a total of 525 minutes. While this represents an increase of 4.75 hours, all Grade 8, 9 & 10 students will be participating and attending school. The late start will only apply to Grade 11 and 12 students.

As for our IB collaboration time, Carson Graham had 9 late starts (720 min) where classes began at 9:50am. For the 2016/17 school year, we are proposing a reduction to 8 IB collaboration late starts (600 min). Similarly, our District collaboration late starts have now dropped from 7 to 6 for next year. In keeping with aligning our schedule, we would like to implement a consistent schedule for Personal Project days, IB collaboration time and District collaboration late starts. The proposed schedule is:

8:35 - 9:50	Period 1
9:55 - 10:55	Period 2
10:55 - 11:05	Break
11:10 - 12:10	Period 3
1:15 - 1:55	Lunch
2:00 - 3:00	Period 4

Once the all the minutes are calculated, we have added a total of 45 minutes within the calendar when compared to the 2015-16 year. However, we have added 525 minutes of instruction to our Grade 8 and 9 students within their inquiry workshops. Finally, we have a consistent schedule applied over all days.

Upcoming Jan/Feb Events

April 22 - School Profession Day: No classes

May 2 - District Wide Professional Day: No classes

May 20 - District Wide "New" Curriculum Implementation Day: No classes

May 26 - Grade 12 Exit Interviews (Early Dismissal @ 12:15pm)

June 15 - Graduation Ceremony @ Orpheum (7pm)

CARSON GRAHAM SECONDARY SCHOOL PARENT ADVISORY COUNCIL SOCIETY (CGPAC)
 2015/16 FINANCIAL REPORT – STATEMENT OF REVENUES AND EXPENDITURES
 As of April 14, 2016

All Amounts in \$

	Fund				Total
	PAC Held		NVSD Held		
	General	Gaming	STEAM	Scholarships	
FUND BALANCE - July 1, 2015	32,832.97	24,839.84	22,006.20	8,637.00	88,316.01
REVENUES					
Interest Earned	14.62	16.40			31.02
Province of BC Gaming Grant		27,728.00			27,728.00
Parent Donations (Estimated):					
<i>STEAM</i>			6,272.42		6,272.42
<i>Scholarships</i>				2,150.00	2,150.00
Total Revenues	14.62	27,744.40	6,272.42	2,150.00	36,181.44
EXPENDITURES					
<u>Previous Year Approvals</u>					
2014/15 Scholarships				4,000.00	4,000.00
2014/15 School Funding Requests	1,010.00	6,600.84	2,629.28		10,240.12
<u>Current Year Operations</u>					
General Administration:					
<i>CGPAC Website hosting</i>	399.77				399.77
<i>CGPAC Society Annual Report fee</i>	25.00				25.00
School Funding Requests		4,962.49			4,962.49
Total Expenditures	1,434.77	11,563.33	2,629.28	4,000.00	19,627.38
FUND BALANCE – April 14, 2016	31,412.82	41,020.91	25,649.34	6,787.00	104,870.07
OUTSTANDING COMMITMENTS (Note 1)					
Scholarships:					
2013/14 Scholarships				500.00	500.00
2014/15 Scholarships				4,000.00	4,000.00
2015/16 Scholarships (Note 2)	5,713.00			2,287.00	8,000.00
School Funding Requests:					
2014/15 Approvals	800.00	515.64			1,315.64
2015/16 Approvals	2,082.00	18,078.00	7,121.00		27,281.00
Year End BBQ		2,000.00			2,000.00
Student Events		250.00			250.00
Total Outstanding Commitments	8,595.00	20,843.64	7,121.00	6,787.00	43,346.64
FUND BALANCE AFTER OUTSTANDING COMMITMENTS – April 14, 2016	22,817.82	20,177.27	18,528.34	0.00	61,523.43

Note 1: Outstanding commitments reflect CGPAC approved items that are not yet paid. Commitment amounts are estimated pending receipt of invoices.

Note 2: CGPAC committed to \$10,000 for scholarships in the May 2015 AGM Budget, reduced to \$8,000 based on the Scholarship criteria approved at the February CGPAC meeting. Source of funds will be the Scholarships fund, with any balance covered by the General fund.

CGPAC SCHOOL FUNDING REQUESTS – APRIL 2016

Requesting Department	Duration	Title	Details	PAC Priority/ Theme	Requested Amount	Fund Account
Athletics	One-Time	Junior Girls Soccer equipment	Team equipment (Ball bag, field board, soccer net, First Aid kit, Game ball, Tote, blanket) and tournament fee, sub teacher (one day).	School Spirit	1,037.00	Gaming
Athletics	One-Time	Junior Girls Basketball provincials	Team has made it to Provincials. Funding to support entry fee and banquet.	School Spirit	625.00	Gaming
Athletics	One-Time	Gymnasium Team Roster Boards	2 permanent team roster boards for gymnasium. Can be used for multiple sports, name tags are changeable.	School Spirit	3,831.00	Gaming

Total Requested	5,493.00
-----------------	----------

CGPAC PROPOSED BUDGET (DRAFT)

DRAFT

	2015-16			2016-17 Proposed Budget
	Budget (May 2015)	Year to Date (Apr 2016)	Year End Forecast	
REVENUES				
Interest		31.02	31.02	250.00
Gaming Grant	25,000.00	27,728.00	27,728.00	25,000.00
Parental Donations:				
<i>STEAM</i>	7,500.00	6,272.42	6,272.42	7,500.00
<i>Scholarships</i>	2,500.00	2,150.00	2,150.00	2,500.00
Fundraising Events and Activities	30,000.00	0.00	0.00	30,000.00
Total Revenues	65,000.00	36,181.44	36,181.44	65,250.00
EXPENDITURES				
<u>2014/15 and Prior Approvals Carried Over</u>				
<i>Scholarships</i>		4,000.00	8,500.00	
<i>School Funding Requests</i>		10,240.12	11,555.76	
<u>2015/16 Operations</u>				
CGPAC Administration	500.00	424.77	424.77	500.00
Fundraising Expenses	12,000.00	0.00	0.00	12,000.00
CGPAC Scholarships	10,000.00	0.00	8,000.00	8,000.00
School Funding Requests:				
Ongoing PAC Supported Programs:				
<i>Cinderella/Cinderfella Fund</i>		0.00	1,875.00	1,875.00
<i>Big Brothers/Sisters</i>		0.00	360.00	360.00
<i>Boys Club</i>		0.00	750.00	750.00
<i>Choices Program – Outward Bound</i>		0.00	2,625.00	2,625.00
<i>Choices Program – Monthly Family Meal</i>		0.00	400.00	400.00
One-Time Funding:				
<i>Team/Group/Individual Accomplishments</i>		0.00	2,500.00	5,000.00
<i>Other School Funding Requests</i>	50,000.00	4,962.49	23,733.49	38,990.00
Sub-total School Funding Requests	50,000.00	4,962.49	32,243.49	50,000.00
CGPAC Sponsored Events:				
<i>Year End BBQ / Gr 8 Welcome BBQ</i>	2,000.00	0.00	2,000.00	2,000.00
<i>Student Events</i>	2,000.00	0.00	250.00	2,000.00
Total Expenditures	76,500.00	19,627.38	62,974.02	74,500.00
CHANGE IN CASH (R-E)	(11,500.00)	16,554.06	(26,792.58)	(9,250.00)

Forecast column reflects best estimate of final expenditures, including both payments to date and outstanding CGPAC approved commitments.