****

**MINUTES**

Carson Graham Parent Advisory Council Society

General Meeting

**November 28, 2018 7:00 PM, Carson Graham Agora**

Present: Cheryl D. Mitchell, Mark Glazier, John Taylor, Kevin Barefoot, Sarah Sykes, Lucy Cayuela, Administration Ian Kennedy and Suzette Dohm, guest speaker Brittany Palmer. Parent and students attending:

Lisa Davies, Stella Ying, Heidi Degenstein, Myles Degenstein, Brenda Tilk, Cay B. Jarver, Nadine Rogers, Autumn, Nyah, Jennifer McKenzie, Karen Okun, Victoria, Rueik, Iain, Caroline, Isaac, Aaiush, Nikkolas, Fiona Fros, Mitchell Seiler, Runny Cravioto, Vitor Santos, Rehana Habibulla, Giti, Reshma Withers, Alison Forrester, Nancy McCallum, Holly Anozie, Ross McMillan, Donna Seva, Mahyar Hosseini, Christa Wall, Veronique Innes, Alastair Irvine, Zekeya Baguinon, Sonia Ross, Cristina Ruvalcaba, Leslie Maier, Kelly O’Bryan, David England, Lotetta England, Mary England, Zalda Khacaei, Leopoldo Mendez, Zahra, Dominika, Lisa Wintehalon, Daniel Bagheri, Luvonau Marinelli, Pedro Marinelli, Marco Marinelli, Servat Shakery, Farhad Sabery, Laurie Kennedy, Tessa Hanlon

1. Welcome and call to order at 7:00 p.m.
2. Introductions: Cheryl introduced the executive PAC members, school Administration and guest.
3. Review of previous meeting’s minutes

MOTION CARRIED: Accept the previous meeting’s minutes (of October 3, 2018)

1. Communications: Sarah Sykes

* New website: [www.carsongrahampac.ca](http://www.carsongrahampac.ca) Sarah did a brief presentation of the new website with examples how to access scholarship information.

1. Financial Update: Treasurer John Taylor presented the updated budget and asked for a motion to approve this adjusted budget. MOTION CARRIED. Budget attached.
2. Funding Requests

* Counselling Department – Ian Kennedy & Gayle Weyell

MOTION CARRIED: to accept funding request of $3,575 to support student Social Emotional Learning and personal safety: Brie Mathers (Resiliency and Mental Health- Grades 9 &10), Safe Teen Classroom Workshops (Grade 10), and Live Differently Presentation –Grades 11 &12)

* Athletics Department/Extracurricular/Rowing Team –Shannon Van Baalen

MOTION CARRIED: To accept funding request of estimated $3,495 to purchase 3 Model D Inland Rowers to assist students in wintertime training and assist in achieving sports goals

* Music Department – New Tuba and Chromatic Tuners- Kevin Yang

MOTION CARRIED: To accept the funding request to purchase a Yamaha full-size tuba ($5,598.88) and 30 chromatic tuners with contact microphones ($1,478.00) for total estimated cost of $7,077.28

* School Administration – $500.00 for Santa Breakfast to supplement ticket sales

MOTION CARRIED: To accept the funding request of $500 for Santa Breakfast to supplement ticket sales

1. Administration Report – Principal Ian Kennedy – referred parents to the updated Blog where all the information is available. The main focus of the report was around the fact that the school had undergone a MYP IB Assessment culminating the past 5 years of work. He will report to the PAC and parent community the result of the assessment once it is available.
2. Presentation: Brittany Palmer, Unlock Your Future: Scholarship Process
   1. The presentation included the points in the handout provided by presenter. Parents then moved to individually discuss questions with presenter.
   2. The PAC purchased a package kit from presenter so that counsellors in school can use it to help students prepare for scholarship applications.
3. Next Meeting: Wednesday, January 30, 2019
4. Adjournment at 8:50 p.m.

Approved budget:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CGPAC 2018/19 BUDGET** |  |  |  | |
|  |  |  |
|  | ***2018/19***  ***Budget***  ***(May 2018)*** | ***2018/19***  ***Budget (Rev Nov 2018)*** | ***Change from May Budget*** |
| ***Opening September 1, 2018***  ***Funds In Trust SD#44***  **REVENUES**  Interest | **500.00** | **$ 500.00** | **$ -** |
| Province of BC Gaming Grant | **26,000.00** | **$ 30,816.00** | **$ 4,816.00** |  |
| Parent Donations:  STEAM | **8,500.00** | **$ 8,500.00** | **$ -** |  |
| Scholarships | **1,500.00** | **$ 1,500.00** | **$ -** |  |
| Rob Watson Spirit  Fundraising Events and Activities / Other Revenue  Total Revenues / Estimated Cash Available  **EXPENDITURES** | **750.00** | **$ 750.00** | **$ -** |  |
| **37,250.00** | **$ 42,066.00** | **$ 4,816.00** |
|  |  |
| CGPAC General Administration | **1,200.00** | **$ 1,200.00** | **$ -** |  |
| Fundraising Expenses CGPAC Scholarships:  *June 2015 Awards paid 2016/17*  *June 2016 Awards paid 2016/17*  *June 2017 Awards* |  | **$ 2,000.00** | **$ 2,000.00** |  |
| *June 2018 Awards* | **10,750.00** | **$ 4,000.00** | **$ (6,750.00)** |  |
| *June 2019 Awards* |  | **$ 10,750.00** | **$ 10,750.00** |  |
| CGPAC Sponsored Events:  *Year End BBQ / Gr 8 Welcome BBQ* | **1,100.00** | **$ 1,004.61** | **($ 37.58)** |  |
| *Student Events (Contingency)* | **1,000.00** | **$ 1,000.00** | **$ -** |  |
| School Funding Requests:  Water fountain replacements (2) | **6,000.00** | **$ 6,000.00** | **$ -** |  |
| *Sub total* | **20,050.00** | **$ 25,954.61** | **$ 5,962.42** |  |
| 2016/17 Approvals:  Ongoing PAC Supported Programs: *Cinderella/Cinderfella Fund* | **1,875.00** | **$ 1,875.00** | **$ -** |  |
| *Big Brothers/Sisters* | **360.00** | **$ 360.00** | **$ -** |  |
| *Math (Boys) Club* | **750.00** | **$ 750.00** | **$ -** |  |
| *Choices Program – Outward Bound* | **2,625.00** | **$ 2,625.00** | **$ -** |  |
| *Choices Program – Monthly Family Meal* | **400.00** | **$ 400.00** | **$ -** |  |
| *~~Model United Nations Conf.~~* | **~~2,500.00~~** | **~~$ -~~** | **($ 2,500.00)** |  |
| *Speaker Series (ongoing effective 2017/18)* | **2,211.00** | **$ 3,600.00** | **$ 1,389.00** |  |
| *Grade 8 Math Gauss Contest (ongoing effective 2017/* **840.00** | | **$ 840.00** | **$ -** |  |
| Capilano Youth Services  **1,000.00** | | **$ 1,000.00** | **$ -** |  |
| *Team/Group/Individual Accomplishments* **2,500.00** New Funding Requests | | **$ 2,500.00** | **$ -** |  |
| AR-181003-1 Hi-Tripod Camera | | **$ 3,174.28** | **$ 3,174.28** |
| AR-181003-2 Makerspace Lego Wall | | **$ 1,639.19** | **$ 1,639.19** |  |
| AR-181003-3 Vancouver Holocaust Symposium | | **$ 500.00** | **$ 500.00** |  |
| AR-181003-4 Vancouver Model UN Symposium | | **$ 2,500.00** | **$ 2,500.00** |  |
| AR-181003-5 Interact Club support | | **$ 390.00** | **$ 390.00** |  |
| AR-181003-6 New Web Site | | **$ 1,500.00** | **$ 1,500.00** |  |
| AR-181003-7 Fine Arts Tech Club Coffee House Open Mike | | **$ 801.38** | **$ 801.38** |  |
| **Funds Request Nov 2018 #1 - Counselling Presentations** | | **$ 3,575.00** | **$ 3,575.00** |  |
| **Funds Request Nov 2018 #2 - Athletics (Rowing)** | | **$ 3,495.00** | **$ 3,495.00** |  |
| **Funds Request Nov 2018 #3 - Music (Tuba; chromatic tuners)** | | **$ 7,078.00** | **$ 7,078.00** |  |
| **Funds Request Nov 2018 #4 - Santa breakfast** |  | **$ 500.00** | **$ 500.00** |  |
| *Other School Funding Requests*  Sub-total School Funding Requests  **Total Expenditures**  **CHANGE IN CASH (Revenues – Expenditures)**   * Actual and committed includes funds received/disbursed to * The budget approved on May 23, 2017 was amended with respect to scholarships on April 4, 2018 from $4000 to $8500: Spirit Awards to   $1,500 and Rob Watson Legacy Spirit Award to $750.00 | **14,000.00**  **29,061.00** | **$ 5,000.00** | **($ 9,000.00)** |
| **$ 44,102.85** | **$ 15,041.85** |
|  |  |
| **49,111.00** | **$ 70,057.46** | **$ 21,004.27** |
|  |  |
| **(11,861.00)** date and PAC | **(27,991.46)** | **(16,188.27)** |
| approvals not yet | paid. |
|  | | |  | |
|  | | |  | |