

## **Carson Graham PAC Meeting Minutes**

**October 11, 2017 at 7:00PM**

### **Attendees: (quorum met)**

Mark Heieis, Cheryl D. Mitchell, Julie Walker, Lindsay Dawkins, Tina Glazier, Mark Glazier, Wiley Ho, Sandra Tweed, Greg Tweed, Colin Metcalfe, Trish Metcalfe and Jacky Priddle

### **Staff:**

Ian Kennedy (Principal), Suzette Dohm (Vice Principal), Tim Ireland (Vice Principal)

#### **1. Introductions:**

- Executive – Mark Heieis (Past Chair), Greg Tweed (Vice Chair) and Wiley Ho (Secretary)
- Staff – Principal Ian Kennedy (also student advisor for Gr. 12), Vice Principal Suzette Dohm (also student advisor for Gr. 10 and 11) and Vice Principal Tim Ireland (also student advisor for Gr. 8 and 9)

#### **2. Approval of Agenda:** Motion moved and carried

#### **3. Approval of Previous Minutes (AGM May 24, 2017):**

- Correction to item 7: Next AGM date should read Wednesday, May 23, 2018
- Motion moved and carried to approve previous minutes with above correction

#### **4. Financial Update:**

- Budgets presented for three CG PAC accounts (Gaming, Operating and School District Held In Trust)
- Some movements in the accounts still to be settled but all three accounts total approx. \$100K; good financial health
- See Agenda for details

#### **5. New Executive 2017/8**

Current Vice-Chair Greg Tweed agreed to step down. Nominees for vacant positions were presented:

- Chair – Cheryl D. Mitchell
- Vice Chair – Mark Glazier
- Treasurer – vacant
- Secretary – Wiley Ho
- Communications – Sarah Sykes
- Member At-Large – Lucy Cayuela
- Member At-Large – Greg Tweed (transition duties)

**Above slate: Approved by acclamation**

#### **6. Self-Regulation Equipment - update**

- Standing desks, wiggle (movement) cushions, balls, Hokkie stools funded by PAC last year as part of pilot project huge success
  - Additional funds received from District Learning Grant (\$15K) and from the school budget (\$8K) means additional equipment can be purchased for all classrooms
  - There is a gap in funding to complete the project
  - Funding request to close the gap: up to a maximum of \$1,500 Inclusive of tax from Gaming Fund
- MOTION: Moved and carried

#### **7. Communications Monitors**

- Ian Kennedy presented the need for monitors for communications to the student body, including school bulletins and celebratory news
  - Funding request of \$3,600 from Gaming Fund
- MOTION: Moved and carried

#### **8. Math Club**

- Tutoring and support for at-risk students identified by teachers and counsellors
  - PAC-sponsored initiative will include providing free lunch as incentive (e.g. free pizza for participants and tutors)
  - Funding request of \$1,800 from Gaming Fund
- MOTION: Moved and carried

#### **9. Class 4 Driver's Licence unrestricted driver training course – Shannon Van Baalan**

- School has a 12-seater van for school programs, e.g. athletics, music
  - This is an expense that PAC has supported in past, as it benefits student experiences, provides access to transportation that may either be unavailable or have a parental cost. Past beneficiaries have been teachers in the music and sports programs
  - Shannon Van Baalan is CG's Photography and Community Initiatives Teacher and seeks training for Class 4
  - Funding request of \$500 from Gaming Fund
- MOTION: Moved and carried

#### **10. Administration Report – Ian Kennedy**

- Principal to PAC Report circulated in meeting (see Oct 11, 2017 report)

#### **11. Other**

- Mark Heieis brought up challenges for new immigrants and newcomers to the school Others raised need for greater general engagement (both students and parents). Attendees brainstormed ideas for improving diversity and engagement, e.g. after-school workshop for families (North Shore Multicultural Society); hosting a Diversity Day, International Food Day, special guest speakers, scholarship info night, improving

communications (Principal's blog, monitors, PAC communications). All agreed to work on greater communications and outreach.

- Colin Metcalfe thanked PAC for the athletes' boards in the gyms
- Ian Kennedy presented Mark Heieis with gift and acknowledgement on behalf of CG and the PAC

Meeting adjourned at 8:57PM

**Next Meeting: November 29, 2017 at 7:00PM**

If you have any questions or comments regarding these minutes, please contact the secretary at: [secretary@carsongrahpac.ca](mailto:secretary@carsongrahpac.ca)