

PAC Minutes Oct 7, 2024

Approved Nov 4, 2024

CALLED TO ORDER: 7:01pm

PRESENT:

Executive: Maria F, Liezel L

DPAC Rep: Vivien G

Principal: Victoria Lee

Members: Sharron Wang, Paola Fairey, Mark Chu, Yoanda Su, Sally Felkai, Johanna Kwan, Julianne Smith, Phoebe Magan, Robert Liu.

REGRETS:

Melanie W, Ella H, Nancy N, Chloe P

<p>1. Welcome</p>
<p>2. Approval of Agenda Amendments: None Motion: Paola Second: Sally F Approved</p>
<p>3. Approval of Minutes from Sept 9, 2024 Corrections: None Motion: Julie S Second: Maria F Approved</p>
<p>4. Principal's Report (Victoria Lee)</p> <p>Alpha Secondary School was approved for a new modular building, which will add 12 classrooms to the school. Ms Lee has been told it may take up to three years for the new building to be ready. The location for the new building is still to be determined. There are two options: one is in the front area along Parker St. and the other is to put the new classrooms in the back area leading to the field.</p> <p>Club Days was a big success. There are 50 clubs actively operating in the school currently. The Grade 8 students got their own private tour.</p> <p>Parent-Teacher Conference sign up opened up today. Please go ahead and book time with the teachers.</p>

5. Chairperson Report (Maria F)

Reminder to vote in the upcoming provincial election. As it is the provincial government that governs the BC ministry of education.

6. Treasurer's Report (Liesel L)

2024/25 Budget Presentation and Vote

See attached budget presented at the meeting.

The 2024/25 budget is based on the revenue and expenses from the 2023/24 school year. We have erred on the conservative side for this year's budget, though. There are separate budgets for the General Fund and the Gaming Fund.

General Fund budget notes:

- The Progressive Gift Cards fundraising was held for two months last school year. Hence, the budget for this year assumes the gift cards fundraising could raise around three times that amount, if we run the fundraising all year.
- The Club Donations budget is for over and above the amount allocated for clubs in the Gaming Fund. The goal is to use the funds in the Gaming Fund first before tapping into this budget item. All club donation requests will be presented to the membership for voting.
- Actual amount for scholarships will be based on the revenue raised during the school year and will be voted on by the membership later in the year.

Gaming Fund budget notes:

- \$20,000 is being allocated for funding requests going through Ms Lee. This is what we refer to as the Teachers' Wish List (TWL).

Approval of Budget

Motion: Julie S

Second: Thui (not sure about spelling)

Approved

Treasurer's report for period Sept 1, 2024 to Sept 30, 2024

See attached Treasurer's Report for Sept 1, 2024 to Sept 30, 2024, handed out at meeting.

Motion to Invest funds in term deposit

We currently have funds in both the General and Gaming accounts in the bank that could be invested in a term deposit that allows withdrawals after either 30 or 90 days. We have enough funds to cover our operating needs and the extra amount can earn a little bit of interest.

Motion: Vivien G

Second: Yolanda

Approved

7. Fundraising Update (Maria F)

SPC Cards are on sale until Oct 8 and will be distributed in the caf on the 9th and 10th. Purdys fundraiser is coming up in November.

8. Parent Grade 12 Dry Grad Committee (Sharron)

- Would like to do a 50/50 draw fundraiser
- Will need PAC's support to obtain the gaming license
- Money raising from the raffle will be in the Dry Grad's gaming account
- Maria or Liezel will need signing authority for that DG account
- Raffle ticket purchases will go through the School Cash Online
- Suggestion to set up an option for Donations for people who doesn't want to gamble but still want to donate to the fundraising initiative
- Start Nov 1, end Dec 1, draw Dec 2. Draw to be held in a public location, like the school, and someone from PAC should be present

Motion: Julie S

Second: Vivien G

Approved

9. District Parent Advisory Council (DPAC) Rep Report (Vivien G)

DPAC update for September

District Superintendent Karim Hachlaf provided an introduction of the trustees, update that district staffs are working on strategic plan for next 5 years. Steps on resolving conflict resolution were represented. Minutes are available on DPAC website:

www.dpac.burnabypac.ca. Next DPAC Meeting will be on: Oct 21 Monday 7pm at Burnaby Central.

Dpac Candidates meeting took place Oct 1. Candidates attended were: Green: - Carrie McLaren, Tara Sushtarian. NDP: Anne Kang, Janet Routledge were present. Four parents from Alpha had attended the candidate meeting; Maria, chair; Melanie, Dpac alternate, a parent and myself. Expansion committee did submit questions for the candidates. Meeting minutes will be available on the website. Questions raised: funding model, funding facilities, keeping up with growth, staffing, overcapacity, is education failing to support our students..

I would encourage parents to email candidates if they have any further questions.

Q: Would PAC like to invite school trustee, MLA, city counselor, etc to come and speak at one of our meetings?

A: Yes. It would be a matter of determining which month to invite them. Ms Lee suggested a School Trustee would know most about schools, versus an MLA or city counselor.

10. Expansion Committee Update (Vivien G)

Donna and I initiated the expansion committee. We appreciate the PAC has been very supportive of it and other parents have joined. Unfortunately, due to schedule conflict, Donna and I will not be available as much; Julie S has offered to help out; with correspondence with the city and district. She comes with a lot of experience related to developments.

Melanie, our PAC secretary, has helped the expansions committee do research and as well, organized a google share doc. The link will be available on PAC webpage.

City of Burnaby is open to feedback for their Official community plan - pls email to burnaby2050@burnaby.ca or check out their website <https://yourvoice.burnaby.ca/burnaby-2050-planning-our-city-together>

Save Brentwood Park is also organizing a community town hall meeting - Wed Oct 9 - 7-830pm St. Timothy's Church - 4550 Kitchener street.

Julie is looking into the big big field in the back of the school and will be requesting for an RFI with the city. Alpha has been paying the property taxes on that field for years. Why is that? Julie is looking for more information to know more about the safety issue that the city has referred to.

Ms. Lee mentioned that Moscrop and Burnaby South are also dealing with the city being ambiguous about ownership of the property and that perhaps Julie or Vivien could reach out to their PACs to find out more.

11. Other Business

New Committees:

Inclusion - Sally

The committee is just getting going. Will report more about it next month.

Some examples where inclusion can support the students:

- Team sports, can we work together to see if there's an alternative?
- Clubs days: kids with special needs may need more time to eat their lunch and won't have time to check out the clubs in the given time period.

Health & Safety - Paola

- Clean air matters for kids' safety.

- Alpha school has good air quality but there are still opportunities to improve things

- What if there is a gas leak from the refinery?

Ms. Lee: Alpha has a protocol to follow.

- Perhaps there might be an opportunity to raise funds to install air purifier in the classrooms, and find out what would be involved. Paola wants to understand how things are working now and how we can support the kids.

- Ms. Lee : If a parent wants to have an air purifier in a specific classroom, they can discuss it with the teacher.

- Ms.Lee: The district monitors the school air quality. It is all computerized and the district has real time details like the temperature and air quality in each classroom. Alpha meets and exceeds all standards.

Code of Conduct

- Execs, Reps, Committee members need to sign the code of conduct, as per our Constitution
- Maria distributed the forms for signature

Speakers for future meetings

- Looking into having someone from the Hair Dressing and/or Robotics programs to come and speak to PAC.
- May invite a school trustee or MLA for the January meeting.

12. Upcoming Events/Dates of Interest

- Online sign-up for Student Learning Conferences opens today Oct 7, closes Fri Oct 18
- Grade 12 Parent Info Session Wed Oct 9, 6:00pm
- Photo retake day Fri Oct 11
- Grade 12 assembly Fri Oct 11
- Early dismissals for Student Learning Conferences: Wed Oct 23 at 12:30pm, Thur Oct 24 at 1:50pm
- Pro D Day Fri Oct 25, no classes

- **NEXT PAC meeting: Nov 4, 2024 at 7:00pm**

ADJOURNED: 8:34pm

Attached: Draft 2024/25 Budget; Treasurer's Report for Sept 1, 2024 to Sept 30, 2024

**Ecole Alpha Secondary PAC
Treasurer's Report
For the period Sept 1, 2023 to Aug 31, 2024**

General Funds

Key Highlights

- Donations to the PAC totaled **\$5,602**. This was a **400% increase** compared to the previous year, when donations total was \$1,340.
- The fundraising revenue total is \$7,537 while the fundraising expenses total is \$4,663. The net revenue from fundraising is **\$2,874**.
- PAC donated **\$5,350** from the General Fund to support student council and club initiatives, and Grade 12 scholarships.
- Staff appreciation lunch (**\$665**) was a big success and a great way to end the year.
- We need a better way of tracking the balance of PAC funds received through School Cash Online. I will work with school admin to put in place a process that is simple for them to update and provides me with better visibility into the debits and credits.

Consolidated Summary of Revenue and Expenses for the School Year 2023-24 (General Funds)

Revenue	Total AMOUNT
☐ Donations	\$ 5,602.10
PAC General	\$ 4,797.10
Staff Lunch	\$ 805.00
☐ Fundraisers	\$ 7,537.87
Bottle Return	\$ 379.90
Misc	\$ 69.72
Progressive	\$ 3,850.00
Purdy's	\$ 1,708.25
SPC	\$ 1,530.00
☐ Grants	\$ 325.62
SD41	\$ 325.62
☐ Investments	\$ 235.26
Interest Income	\$ 235.26
Grand Total	\$ 13,700.85

Expenses / Disbursements	Total AMOUNT
Fundraisers	\$ 4,663.62
Progressive Invoice	\$ 3,640.00
SPC Invoice	\$ 1,023.62
Investments	\$ 235.26
Interest Transfer	\$ 235.26
PAC Admin Expenses	\$ 264.46
PAC Meeting	\$ 264.46
Staff Support	\$ 665.17
Staff Appreciation Lunch	\$ 665.17
Students Support	\$ 5,350.00
Clubs Donation	\$ 2,600.00
Scholarship	\$ 2,500.00
Student Council Donation	\$ 250.00
Grand Total	\$ 11,178.51

Cash on hand (in PAC bank acct)	
At beginning of period Sep 1, 2023	\$9,632.60
Inbound funds	\$11,429.71
Subtotal	\$21,062.31
Less: Outbound	\$8,394.47
At end of period Aug 31, 2024	\$12,667.84

Total PAC General Funds	
Cash in Bank	\$12,667.84
PAC funds with Alpha School Cash Online	\$0.00
ST Investments (matures Oct 4, 2025, 3.05%)	\$8,077.25
Total Funds at end of period Aug 31, 2024	\$20,745.09

Gaming Funds

Key Highlights

- The PAC donated **\$23,908.48** to the school to fund the Teacher's Wish List.

Summary of Revenue and Expenses for the School Year 2023-24

Revenue	Total AMOUNT
Grants	\$ 22,920.00
Gaming Grant	\$ 22,920.00
Investments	\$ 478.57
Interest Income	\$ 478.57
Grand Total	\$ 23,398.57

Expenses / Disbursements	Sum of AMOUNT
Administrative Expenses	\$ 399.00
Registration Fee	\$ 399.00
Students Support	\$ 23,908.48
Teachers' Wish List	\$ 23,908.48
Grand Total	\$ 24,307.48

Cash on hand (in PAC bank acct)	
At beginning of period Sep 1, 2023	\$ 6,300.06
Revenue	\$ 23,398.57
Subtotal	\$ 29,698.63
Less: Expenses	\$ 24,307.48
At end of period Aug 31, 2024	\$ 5,391.15

Total PAC Gaming Funds	
Cash in Bank	\$ 5,391.15
ST Investments (matures Oct 4, 2024, 3.05%)	\$ 9,265.70
Total Funds at end of period Aug 31, 2024	\$ 14,656.85

Grand Total – General + Gaming Funds

General Funds	\$ 20,745.09
Gaming Funds	\$ 14,656.85
Grand Total	\$ 35,401.94

We did not have a membership-approved budget last year. The PAC will be working on creating a 2024-25 budget for discussion in the next PAC meeting. Please send your comments and suggestions for budget considerations to pacexecutive.alpha@gmail.com.