

**École Alpha Secondary School
Parent Advisory Council (PAC) Meeting
Jan 6, 2025, 7:00pm
In person at Alpha Learning Commons/Library**

MINUTES
Approved Feb 3, 2025

CALLED TO ORDER: 7:01pm

PRESENT: *Executive:* Maria F, Melanie W, Liezel L
 Principal: Victoria Lee

Members: Kimmy W, Mark C, Non H, Nancy N, Tiara R, Seyed H, Sherri B, Robyn H, Thuy N, Hassan M, Chloe P, Nadine G, Alic W, Johanna K, Carolina R

REGRETS: Ella H, Vivien G, Sally F

<p>1. Welcome Land acknowledgment</p>
<p>2. Approval of Agenda Amendments: none Motion:Thuy N Second: Nancy N Approved</p>
<p>3. Approval of Minutes from Nov 4, 2024 (sent to members as attachment to December 2024 PAC update) Amendments: none Motion: Hassan Second: Liezel L Approved</p>
<p>4. Principal’s Report: Five Block Schedule</p> <p>-general plan approved by the District; expectation for Alpha that it is only until modulars are built (12 classrooms), ideally just the 2025-26 school year -need to plan realistically for any delays, possibility of it extending past next year -looked at how Surrey was doing it, what worked there, a lot fit with Burnaby’s goals -parents had concerns about younger grades starting early (sleep; coordinating drop-off) -high schools doing the 5 block schedule: Central, Mountain, Moscrop & Alpha (North probably will follow)</p> <p>-Draft schedule: starts 8:00 am, ends 3:40pm; 3 transition breaks, 40 minute lunch -Only the gr 11 & 12s will use the longer 5 block schedule, to spread out their 4 courses over 5 periods, will have a spare -Juniors (gr 8, 9, 10) will start day in second period, have 4 consecutive blocks and finish 3:40 -where the seniors get their spares will depend on their course selections, can’t choose which period will be the spare</p>

-during spares, students can go home or elsewhere, or if they stay at school they are expected to use a study space (library is set to be the study space, hopefully other classrooms will be added as well)
-Fine Arts “X” block can be done in first period; juniors taking those courses can apply to do the 5th course
-District has now said that Alpha can keep Megatronics because of the expanded schedule
-teachers will be scheduled in 4 consecutive blocks
-non-teaching staff will be staggered across the day (no extra staff), other than Library staff will get extra support

-still some details to be worked out, e.g., bus schedules for students w Diverse Abilities, start times for athletics—District has taken input from all parties and will continue trying to problem solve over the next few months; District also working with BTA and CUPE to respond to staff input

****questions, comments, ideas? please send them to Ms Lee in an email so she can pass them on to the right people**

Q&A

-Flex time not currently in the schedule, District is looking at it district-wide to see if there’s a way to provide needed time
-Student government meetings possibly moving to lunch hour rather than before school
-Difficulty of timetabling means that scheduling conflicts for all grades will need to be addressed after course selections, rather than ahead of time, and counsellors will have to try to work out solutions on a case by case basis (course selection will be coming up soon, using MyEd)---course selection super important for planning the timetable & course offerings
-unsure the date of this becoming “set in stone”, trying to nail it all down prior to course selection time

5. Chairperson Report

-PAC reached out to Ms Lee and the District to ask about participating in consultations re design of the outdoor spaces and the coming modulars & eventual construction—District has said yes to consultations, likely in Feb/March, will keep members posted—any ideas/questions please email PAC exec to pass along to the district—good to show we are aware and interested, better to be prepared for the meetings

-BCCPAC By-election: information on the by-election was sent to the PAC email list Jan 3; despite the short notice, managed to get some feedback from members and submit a vote form on behalf of PAC (Alicia Rempel for 1st VP and Trish Croft for 2nd VP)

6. Treasurer’s Report

No Dec mtg so will go over Nov report as well (*See attached Financial Reports for further details*)

Nov: quiet for expenditures—main thing was moving some of the funds to a cashable term deposit (both general and gaming) to earn some interest

Balance: General Account \$26,862.39; Gaming Account \$40,885.02

Fundraising Summary: Net revenue from Gift Card campaign to date \$273.50

Dec: thank you Nancy for organizing Purdy’s fundraiser: over \$1900! Thank you also to Julie & Vivien for the gift card campaign: \$2700 in sales, we kept \$418

Balance: General Account \$27,106.89; Gaming Account \$40,885.02

Fundraising Summary: Net revenue from Gift Card campaign to date \$418.00; SPC cards \$584.00; Purdy’s \$1923.47

Gaming grant has rules about how to spend; general funds don't have same restrictions
Teachers Wish List (approved in the budget as a general expenditure, \$20,000 reserved for it from Gaming Grant)--based on that, Victoria and the sponsor teachers came up with a list that adds up to almost that amount

Other expenditures that come up can be taken from different accounts depending on eligibility and membership approval--one request was from volleyball team to support trip to Vernon; also had some extra wishes from teachers (band, athletic uniforms, additional robotics kit)

MOTION: That PAC approve an expenditure of \$1200.00 to reimburse families of the Senior Boys volleyball team that travelled to Vernon for provincials in November, 2024 (\$100 per student)

Moved: Nancy N

Seconded: Thuy

Approved

MOTION: That PAC approve an expenditure of \$2,000 to offset the cost of the band's trip to Whistler for the music festival this coming spring

Moved: Maria F

Second: Chloe P

Approved

Last item: residual funds for a bench from Dry Grad 2021 were identified in our accounts with the school, so that has been directed to Ms Lee in order to start the process; will likely tie into the plans/consultations regarding the outdoor space plans mentioned in the Chairperson's report above

7. Fundraising Update

*Researching and applying for grants: anyone interested in exploring possibilities, please let us know

Reminder to donate your empties to PAC at the Return-It: collect the beverage containers in a clear plastic bag (no sorting needed), take it to an Express drop-off, enter the school's phone number to print the sticker, attach the sticker to the bag, and place the bag in the drop-off area

8. Inclusion Committee Report

Working on developing a mandate for the committee

9. Parent Grade 12 Dry Grad Committee Report

Dry Grad parent rep not present-update postponed

10. District Parent Advisory Council (DPAC) Representative Report

DPAC Rep not present-written update will be attached to these minutes

11. Expansion Committee Report

Committee rep not present-written update will be attached to these minutes

12. Other Business

- **Website Project:** DPAC has set up a domain they will host, and participating schools can have a website on it; pilot project has met once to get passwords set up and briefly go over WordPress; Melanie W will be working on the WordPress tutorials and in the meantime please let us know what you want to see in

a PAC website; anyone interested in helping build the site, please email the executive; next pilot project meeting will be sometime this month

- **Brainstorming: Guest Speakers**

Who do you want to hear from?

It can be difficult to advocate when we don't know how different organizations/departments work. The District Secretary Treasurer's presentation on school expansion plans last year helped us better understand the processes—we can invite speakers on the topics you want to learn about

Discussion:

- Fine Arts teachers/students
- Someone from District Facilities to explore what they can & can't do in terms of outdoor space planning
- Someone to explain what the modular units look like
- Safety/police presentations
- Wendell

please email us with your ideas

13. Upcoming Events/Dates of Interest

- **Alternate schedule Jan 20-23, Literacy & Numeracy assessments (see letter from school sent Dec 16)**
- **Semester turnaround day Fri, Jan 24**
- **First day of Semester 2: Mon Jan 27**
- **Student Planning Event Thurs Jan 30, 6:00pm**
-replaces open house; sessions for parents of older students as well
- **NEXT PAC meeting: Mon Feb 3, 2025 at 7:00pm**

Motion to Adjourn: Chloe P

Second: Non

Approved

ADJOURNED: 8:16

Attached:

Nov 2024 Treasurer's Report

Dec 2024 Treasurer's Report

DPAC Rep Update

Alpha Expansion Committee Update

Ecole Alpha Secondary PAC
 Treasurer's Report
 For the period Sept 1, 2024 to Nov 30, 2024

Highlights for November 2024:

- Transferred \$9,275.00 and \$20,000.00 to 30-day cashable term deposit accounts for General and Gaming funds, respectively.

Total PAC General Funds

Cash in Bank	\$ 11,639.62
PAC donations with Alpha	\$ 3,900.72
PAC fundraising funds with Alpha	\$ 2,047.05
ST Investments	\$ 9,275.00
Total Funds at end of period Oct 31, 2024	\$ 26,862.39

Total PAC Gaming Funds

Cash in Bank	\$ 19,000.23
PAC TWL funds with Alpha School	\$ 1,884.79
ST Investments	\$ 20,000.00
Total Funds at end of period Oct 31, 2024	\$ 40,885.02

Fundraising Summary	Revenue	Expenses	Net Revenue	Budget Revenue
Progressive Fundraising	\$ 900.00	\$ 626.50	\$ 273.50	\$ 630.00
SPC	\$ 1,840.00	TBD	TBD	\$ 500.00
Purdy's	\$ -	\$ -	\$ -	\$ 1,500.00

General Account Financial Report for November 2024:

<u>Revenue</u>	<u>Nov 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Donations				
PAC General	\$ 330.00	\$ 570.00	\$ 2,500.00	\$ (1,930.00)
Staff Lunch	\$ -	\$ -	\$ 150.00	
Fundraising				
Bottle Return It	\$ -	\$ 207.05	\$ 200.00	\$ 7.05
Purdy's	\$ -	\$ -	\$ 1,500.00	
SPC	\$ 20.00	\$ 1,840.00	\$ 1,500.00	\$ 340.00
Progressive Gift Cards	\$ 250.00	\$ 900.00	\$ 11,550.00	\$ (10,650.00)
COBS Bread	\$ -	\$ -	\$ 100.00	
Miscellaneous	\$ -	\$ -		
Grants				
SD41	\$ -	\$ -	\$ 325.00	
Investment Income				
Term deposit interest	\$ -	\$ 247.03	\$ 230.00	\$ 17.03
Revenue TOTAL	\$ 600.00	\$ 3,764.08	\$ 18,055.00	\$ (12,215.92)
<u>Expenses</u>	<u>Nov 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Students Support				
Club Donations	\$ -	\$ -	\$ 1,500.00	
Scholarships	\$ -	\$ -	\$ 2,500.00	
Staff Support				
Staff Appreciation Lunch	\$ -	\$ -	\$ 1,300.00	
Fundraising Expenses				
SPC	\$ -	\$ -	\$ 1,025.00	
Progressive Gift Cards	\$ -	\$ 626.50	\$ 10,920.00	\$ (10,293.50)
PAC Admin Expenses				
PAC meeting refreshments	\$ 76.00	\$ 76.00	\$ 270.00	\$ (194.00)
Office supplies, printing	\$ -	\$ -	\$ 50.00	
Misc				
Miscellaneous expenses	\$ -	\$ -	\$ 250.00	
Expenses TOTAL	\$ 76.00	\$ 702.50	\$ 17,815.00	\$ (10,487.50)

Gaming Account Financial Report for November 2024:

<u>Revenue</u>	<u>Nov 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Grants				
Gaming Grant	\$ -	\$ 24,160.00	\$ 24,160.00	\$ -
Investment Income				
Term deposit interest	\$ -	\$ 283.38	\$ 478.00	\$ (194.62)
Revenue TOTAL	\$ -	\$ 24,443.38	\$ 24,638.00	\$ (194.62)
<u>Expenses</u>	<u>Nov 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Students Support				
Club Donations	\$ -	\$ -	\$ 4,160.00	
Teacher's Wish List	\$ -	\$ -	\$ 20,000.00	
Admin Expenses				
Membership registration fees	\$ -	\$ 100.00	\$ 450.00	\$ (350.00)
Expenses TOTAL	\$ -	\$ 100.00	\$ 24,610.00	\$ (350.00)

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

Highlights for December 2024:

- Purdy's fundraising completed in December. The funds raised totaled \$1,923.47, which is \$215.22 more than last year.
- The Progressive Gift Cards fundraising in December resulted in \$2,770.00 in sales.

Total PAC General Funds

Cash in Bank	\$ 11,784.12
PAC donations with Alpha	\$ 4,000.72
PAC fundraising funds with Alpha	\$ 2,047.05
ST Investments	\$ 9,275.00
Total Funds at end of period Oct 31, 2024	\$ 27,106.89

Total PAC Gaming Funds

Cash in Bank	\$ 19,000.23
PAC TWL funds with Alpha School	\$ 1,884.79
ST Investments	\$ 20,000.00
Total Funds at end of period Oct 31, 2024	\$ 40,885.02

Fundraising Summary	Revenue	Expenses	Net Revenue	Budget Revenue
Progressive Fundraising	\$ 3,670.00	\$ 3,252.00	\$ 418.00	\$ 630.00
SPC	\$ 1,840.00	\$ 1,255.80	\$ 584.00	\$ 500.00
Purdy's	\$ 1,923.47	\$ -	\$ 1,923.47	\$ 1,500.00
TOTAL			\$ 2,925.67	\$ 2,630.00

General Account Financial Report for December 2024:

<u>Revenue</u>	<u>Dec 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Donations				
PAC General	\$ 100.00	\$ 670.00	\$ 2,500.00	\$ (1,830.00)
Staff Lunch	\$ -	\$ -	\$ 150.00	
Fundraising				
Bottle Return It	\$ -	\$ 207.05	\$ 200.00	\$ 7.05
Purdy's	\$ 1,923.47	\$ 1,923.47	\$ 1,500.00	\$ 423.47
SPC	\$ -	\$ 1,840.00	\$ 1,500.00	\$ 340.00
Progressive Gift Cards	\$ 2,770.00	\$ 3,670.00	\$ 11,550.00	\$ (7,880.00)
COBS Bread	\$ -	\$ -	\$ 100.00	
Miscellaneous	\$ -	\$ -		
Grants				
SD41	\$ -	\$ -	\$ 325.00	
Investment Income				
Term deposit interest	\$ -	\$ 247.03	\$ 230.00	\$ 17.03
Revenue TOTAL	\$ 4,793.47	\$ 8,557.55	\$ 18,055.00	\$ (8,922.45)
<u>Expenses</u>	<u>Dec 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Students Support				
Club Donations	\$ -	\$ -	\$ 1,500.00	
Scholarships	\$ -	\$ -	\$ 2,500.00	
Staff Support				
Staff Appreciation Lunch	\$ -	\$ -	\$ 1,300.00	
Fundraising Expenses				
SPC	\$ 1,255.80	\$ 1,255.80	\$ 1,025.00	\$ 230.80
Progressive Gift Cards	\$ 2,625.50	\$ 3,252.00	\$ 10,920.00	\$ (7,668.00)
PAC Admin Expenses				
PAC meeting refreshments	\$ -	\$ 76.00	\$ 270.00	\$ (194.00)
Office supplies, printing	\$ -	\$ -	\$ 50.00	
Misc				
Miscellaneous expenses	\$ -	\$ -	\$ 250.00	
Expenses TOTAL	\$ 3,881.30	\$ 4,583.80	\$ 17,815.00	\$ (7,631.20)

Gaming Account Financial Report for December 2024:

<u>Revenue</u>	<u>Dec 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Grants				
Gaming Grant	\$ -	\$ 24,160.00	\$ 24,160.00	\$ -
Investment Income				
Term deposit interest	\$ -	\$ 283.38	\$ 478.00	\$ (194.62)
Revenue TOTAL	\$ -	\$ 24,443.38	\$ 24,638.00	\$ (194.62)
<u>Expenses</u>	<u>Dec 2024</u>	<u>YTD</u>	<u>Budget</u>	<u>Diff</u>
Students Support				
Club Donations	\$ -	\$ -	\$ 4,160.00	
Teacher's Wish List	\$ -	\$ -	\$ 20,000.00	
Admin Expenses				
Membership registration fees	\$ -	\$ 100.00	\$ 450.00	\$ (350.00)
Expenses TOTAL	\$ -	\$ 100.00	\$ 24,610.00	\$ (350.00)

DPAC UPDATE (Vivien G)

Kristin Schnider, new chairperson of Burnaby Board of Education provided an overview of the functions of District Management staff vs Trustees of School Board.

School District Management staff distribute budget that they are provided. They have no control of how much they received and the student enrolment. School trustees produce budget, administer expenditures, liaising with individual schools through school trustee liaison program. Larry Hayes is Alpha School Trustees. If you have any inquiries, please email Larry.hayes@burnabyschools.ca.

AEC UPDATE (Vivien G)

AEC parent volunteers met up and organized information for PAC Executives. Recommendations were provided that PAC Executives reached out to DPAC and inquired and work with other schools who are also at overcapacity. PAC could consider writing and inviting school trustee and/or local MLA to attend PAC meeting