

MINUTES

Eric Hamber Secondary School

Date | time 7/10/2015 7:00 PM | *Meeting called to order by* Nathan Wilkes

In Attendance

Nathan Wilkes (Chair), Michelle Robinson (Vice-Chair), Gloria Dommer (Treasurer), Jennifer Ma, Sylvia Wong, Stephanie Yada (Acting Secretary),

Alex Grant (Principal), Nick Francis (Teacher Rep.)

Approval of Agenda and Minutes

Alex Grant suggests moving item #7 earlier so that Nick Francis can leave.

Welcome – Nathan Wilkes

Administrative issues to cover to do with bylaws and the gaming fund process. In past years, Gaming funds have been allocated based on requests from teachers. In Sept. requests from teachers are submitted to PAC for review and consideration. PAC votes on which ones to fund in Nov. Must be extra-curricular in nature. Last year, the PAC took a 'middle approach', not too big or too small. If there are no objections, the PAC will start funding requests in the fall instead of waiting until Jan.

Tour of Music Facilities – Nick Francis

New acoustically-sound music rooms were built in 2005. There was only one music room at EH prior to 2005. All music programs have grown since the renovation, including band, strings, guitar and choir. Five hundred students were registered in music in Sept. 2015.

There are currently 7 bands at EH. A project to renew/replace equipment is underway. Last year PAC helped to purchase cymbals. Currently in the process of purchasing 2 bassoons (\$5,000). Many other instruments like oboes, French horns, tubas, bass trombone are considered 'endangered'. Donations are welcome and tax receiptable. Organizations like Access to Music are no longer providing funding for new instruments to the VSB which affects schools in the district.

Acoustically-friendly choir room was also part of the 2005 renovation. Currently there are 7 choirs at EH.

Principal's Report – Alex Grant

Busy start up – lots going on.

Grade 8 camp – 200+ students. Just one glitch; one bus had mechanical difficulties. First time at Camp Stillwood; good experience – better food and accommodations than in the past. The only negative was that it wasn't on the water (Camp Elphinstone).

Provincial ProD Day is in 2 weeks – Specialist Associations have planned conferences for that day. Focus will most likely be on the collaborative fund with the goal to improve learning environment with colleagues. Proposals from teachers are due this weekend.

Hallowe'en Dance is on Wednesday, Oct. 28.

Job Postings – has approval to post positions for 2 blocks of math, 1 block of beginner’s guitar and 1 block of skills.

Teacher Report – Nick Francis

Lots of extracurricular activities available. Art and drama students are leaving for New York; choir and band senior rehearsal retreats planned. Grade 11 and 12 band will be going to Whistler for an intense rehearsal with expert clinicians and master teachers. Wind Ensembles retreat is with Dr. Wayne Jeffrey. Also Rocky Mountain Festival tour is upcoming. Hamber Band Facebook page will be activated soon.

School musical with David Nicks is underway. This year it’s Fiddler on the Roof.

Nathan: Hamber PAC website has resource and important links.

Alex: Check out Hamber website and links to depts., student bulletins, calendars, and meeting notices. New this year – grade 7 parent night is in Nov. Also grads of 2021 day in Nov. Challenge and Studio info. Night is on Nov. 3.

Nick Francis leaves the meeting.

Treasurer’s Report – Gloria Dommer

Have not yet transferred bank accounts from TD to Vancity. Having difficulty accessing accounts online. Carry forward balance as of June 2015 is \$7,787. One lost cheque was reissued.

Nathan: the motivation to transfer accounts was to save on fees. The proposal was to move to Vancity, but to keep TD accounts open for one month during the transition for transparency. Will transfer accounts at year-end.

Discussion ensues over changing banks and signing authorities. Suggestion made to not have the Treasurer as a signing authority. Other PACs, Treasurer can only look at accounts, but not a signing authority for increased transparency.

Motion by Nathan to formally move all accounts to Vancity with new signing authorities and close TD account after year-end with some overlap of time. Gloria seconds. All in favour. Motion carried.

Bylaw Changes – Nathan Wilkes

Bylaws were last modified in 2007. The proposed changes are:

1. Section II - Meetings of Members, General Meetings 2. – change second sentence from “The meeting held in May will be the annual general meeting” to “The annual general meeting must occur once per year.”
2. Section IV – Executive, Election of Executive 5. – Remove “Call for nominations will be made at the meeting in March or April. The Nominations Committee Chair will normally be the Past Chair. The Council will elect a Nominations Committee Chair if the position of Past Chair is unfilled.”
3. Section VI – SPC, DPAC, and External Committee Representatives, School Planning Council representative 1. – change language to: “Three representatives to the school planning council (SPC) must (change to “may” or “should as required”) be elected annually from among the voting members who are not employees…”
4. Section VI – SPC, DPAC, and External Committee Representatives, Election of SPC and DPAC representatives 3. – change language to: “The election of representatives to the SPC and DPAC must (change to “may if requested”) be by secret ballot.” Same section under Vacancy 5. – change to: “If an SPC or DPAC representative resigns or ceases to hold office for any reason, the membership may elect an eligible member of the Council to fill the vacancy for the remainder of the term. Such election must (change to “may if requested”) be by secret ballot.”
5. Section VIII – Duties of Executive and Representatives – Proposal to remove the requirement to file an annual report from A. Chair, C. Secretary, E. DPAC Rep., H. School Planning Council.

Alex: There aren’t any more School Planning Councils.

Stephanie: This should be fine as long as there's a detailed annual financial report.

6. Section VIII – Duties of Executive and Representatives – A. The Chair will: add, "Complete any regulatory filings or submissions, as required."
7. Section VIII – Duties of Executive and Representatives – G. The Past Chair will: Proposal to remove the role of the Past Chair entirely.

Nathan: The plan is to publicize a PDF of the proposed changes and PAC to review and vote on in January 2016.

Other New Business

Michelle: Had a request from a parent to add microwaves to the school cafeteria. Currently there are long line-ups to use the two that are already there.

Nathan: Will need to check specs and space required, then we can vote on if necessary.

Alex: Student Council or Grad Committee may want to take this on.

Nathan: Will facilitate an introduction to the Student Council with the parent.

Gloria: When was last year's direct donation appeal?

Alex: If you wait until the New Year, you've missed the tax incentives for 2015.

Jennifer: Peggy has last year's form. Gloria will get form from Peggy.

Michelle: Thought about suggestion at last meeting to ask donors to check off where they want their donation to be spent; this may not be a good idea. Instead we should perhaps suggest where money is being spent in direct appeal letter. For example, funds are needed for computers for the library. Should come up with a target. Sports, music?

General agreement from all that it is a good idea to target letter at specific project(s). Also direct appeal letter should say what money was used for last year.

Nathan: A lot of fundraising hasn't been the culture here in the past. If someone wants to take on fundraising, by all means and Chair and Admin will support. There is a Fundraising Committee at school; must work with them to avoid overlap.

Meeting adjourned at 8:45pm.