



**McMath PAC Meeting Minutes (pending Approval)**  
**Tuesday October 15, 2024**  
**7pm on Zoom (see link below)**

**Attendee:** Rob (Chair), Winson (Treasurer), Jeff (Principal), Marcie, Brenda, Carol, Cheyna Conder, Eleanor, Eric, Jack Chau, Matthew Leung, Matthew Weinstein, Sharmila, Udayana, Van, Vicky Yiu, Victor Martinez, Sue-Ann Reidy

**1. Adoption of the Agenda**

First: Rob

Second: - Winson

**2. Adoption of the Minutes - Sept. 17, 2024**

First: Rob

Second: - Winson

**3. Principal's Report & addressing submitted parent questions**

- Grad Cruise in Oct was a huge success despite some traffic near the drop off area.
- October has a number of celebrations - German Heritage, Month; Canadian Islamic History Month; Community Inclusion Month, Latin American Heritage Month, Woman's History Month
- Truth Reconciliation - Project Heart, a good education opportunity to student about what was happen and how we should treat it.
- Our School Story 2024-2025 Our purpose - McMath fosters a diverse community of resilient, respectful, and compassionate lifelong learners.
- Student voice & Staff inquiry - based on some data like Report Card and Student Learning Survey
- McMath Club day on Oct 10-11 with 52 Clubs on the show. Student can continue to join the club during the year. Check the extra curricular activities from school website
- Student Vote on Oct 22, an opportunity for student to express their idea and practice the voting
- Halloween - dress appropriately, not affect learning/lesson. Last year Halloween, there were fire, disrespectful and illegal firework in school area. More security guard will be arrange during the Halloween week
- Parking - obey the sign. No stop on the drive through area, or west side of Garry Street near townhouse. Do not drive in/drop off in staff parking area, disable/senior parking. Don't stop at the entrance to school which will block the school bus
- Be on time. Consistently have 10%-15% student late and even 20% during raining days.

- Student has financial difficulty can reach out to Jeff, VP or councilor for support.

**Question from parent:** If a student has financial difficulties to participate in certain club/activities, will school have some support?

**Jeff:** School did support some students financially for Boat Cruise, tournament fee/field trip, etc.

**Question from parent:** It seems not to receive email from WAAG.

**Jeff:** Parent can go to website to check the latest news. At the moment, school has shortage of admin staff, which also happened on district level. Jeff will check if email will be sent to parents for weekly WAAG.

**Feedback from parent:** Social media / Instagram is a good channel to show the WAAG

#### **4. Treasurer's Report**

##### A) Grant update

- We received Gaming Grant on Oct 2 with amount of \$23,360
- With carry forward from last year of \$3,322.01, total available is \$26,682.01

##### B) General Account update

- We received 3 ordering for First Aids kit of total of \$132.
- With opening balance of \$402.38, fund available is \$534.38

##### C) 2024-2025 Wish list

Total # of team/club submission : 34 (17 return requests, 17 new requests/new clubs)

- Compared with last year, less available fund but more request amount
- Total amount requested \$35,944.06
- Carry forward from last year + \$ 3,322.01
- TOTAL fund available = \$26,682.01
- Recommended approval - \$26,682.01
- Remaining : = \$ 0.00

#### **Allocation guideline**

- MUST
  - Be eligible expenses as per guideline
    - i.e. non-curriculum based items, fund to be used on student, etc.
  - Within overall budget
- Higher priority for
  - More students can benefit from the funding, e.g.
    - Number of students in the club / benefit for other students vs request amounts
    - Club provide services to others
  - More long term benefits (e.g. equipment > 1 years lifespan)
  - Registration fee
  - Reference from last year actual amount spent

#### **PAC recommendation**

- Majority of teams/clubs (23 out of 34), receive full amount at \$15,142.01
- 11 teams/clubs received partial support
  - Some item were out of the scope of gaming fund

- Amount request more than total available fund
- While PAC tried to allocate the Gaming Grant to fulfill the minimum registration fee, team may arrange their own fund raising or seek support from school if having financial difficulty

**Summary of allocation for approval – NEW request/club**

<b>TEAM / CLUB</b>	<b>Requested Amount</b>	<b>Approved Amount</b>	<b>No. of Student/ Sponsor Teacher</b>
Friendship Bracelet Club	100	100	30+ Ms Kato
McMath Helping Hands Club	150	150	20+ Elisha Smirfitt
Richmond Hope For Hospitals (RHFH)	30	30	25 Norah Xiao
International Support Club	165	165	70 Sophie Shu
Badminton Teams (Senior & Junior)	1500	500	30 Norah Xiao
Chess Club	223.18	223.18	30 Gregory Thiessen
Crochet Club	332.29	332.29	20+ Annie Li-Hindson
Studio Ghibli Club	157.06	157.06	27+ Andrea Phillpotts
McMath Science Team	560	560	30 Gregory Thiessen
McMath Geography Club	130	130	12 Julie Grondin
Crafting Club	500	500	30 Awadalla
Math Department	1550	1550	150 Awadalla
Math Club	225	225	30 Lin Lim
Ski club	2000	500	100 A. Phillpotts / H. Valliquette
Chinese Culture and History Club.	200	200	30 Jennifer Sun
Architecture Club	165.6	165.6	28 Ann Thinghuus
McMath Fishing Club	352.61	352.61	64 Andrea Phillpotts

### Summary of allocation for approval – Returned request

<b>TEAM / CLUB</b>	<b>Requested Amount</b>	<b>Approved Amount</b>	<b>No. of Student/ Sponsor Teacher</b>
Dry after Grad	6000	6000	
Breakfast Club (McMath Care Club)	313.6	313.6	80/100 Ms Kato
Homework Club in the Learning Centre	381.87	381.87	30+ Annie Li-Hindson
First Responders	2400	2400	16/1100 - entire sch Lin Lim
Debate Club	600	600	20 Riley Hass
Japan Bowl team	300	300	83 Mrs Grace Ho
McMath Science Celebration	1960	1460	16/80 Julie Grondin
McMath Dance Team	1986.85	1300	20/160 Joel Garner and James Yeung
Ethics Club	2000	1200	20 Anderson, Patrick
School Reach	3095.15	1500	20 Sandra Loren & Sophie Shu
Business Club	1000	500	60 / 30 Norah Xiao
STEM Club	1120	900	30 Gregory Thiessen
Super Smash Club (Video Game)	100	100	30 Ms Sophie Shu
McMath Concert Choir Club	1130	1000	72 Manninagh L'Abbé
Science Club	2341.51	1600	70 / 600 James Yeung
Art Club	205.8	205.8	28 Ann Thinghuus
Drama Production Club	2668.54	1080	40 Joel Garner

Winson briefly explained the grouping of the similar club, their nature, some of the club history and past events, request details of some club, and the communication with sponsor teachers.

Below is the summary of considerations for partially funded club.



## Summary of partially funded club/team

### McMath Science Celebration

Registration fees for the Greater Vancouver Regional Science Fair (GVRSF) (\$60 x 16 students = \$960), miscellaneous lab equipment that is required beyond the usual materials that are currently in the lab (\$500) **and lunch for the judges on the day of the Celebration, Dec 13, 2024 (\$500)**, for a grand total of \$1960.

### Approved Amount 1,460.00

Reduced as lunch for Judges (\$500) cannot used gaming grant.

### McMath Dance Team

COMPETITION FEES = \$600

Design Fee for Dance Routine Choreography and 4 additional Rehearsals (3 hours each) = \$600

Midseason Routine Refresh/Revamp (so that choreography is fresh for judges). Design of 50% new choreography/routine and 2 follow-up rehearsals = \$300

STUDIO SPACE RENTAL COST = \$125

DIY mirror

Mylar film \$52.63, Lumber \$56.27, Casters \$125.25, Styrofoam = \$77.46, Adhesive Spray = \$50.23

TOTAL: 1,986.85

### Approved Amount 1,300.00

Support registration fee and nearly all instructors cost. Reduced to similar amount as other competitive team with similar headcount (20)

### Ethics Club

Fees for Ethics Bowl tournaments (\$1,200), clothing (\$750), parking fees (\$50)

Total \$1,800

### Approved Amount 1,200.00

Support full registration fee (\$1200). Personalize clothing with name on the shirt (\$750) and parking fee (\$50) not included. Similar amount as other competitive team with similar headcount (20)

### School Reach

School Reach subscription cost \$383 + HST. Additional funds for other Trivia competitions \$240. National Competition registration (see note below) \$2448

Total\$ 3,095.15

### Approved amount \$ 1,500.00

Support confirmed registration fee (\$383 + \$240), and partially support for potential national Competition. Reduced to similar amount as other competitive team with similar headcount (20)

**Business Club**

We aspire to grow McMath's student interest in business and entrepreneurship. The funding will be used for student case competition fees, for example, Prosper & Strive case competitions hosted by UBC. Students will get to experience working collaboratively, refine presentation skills, and compete with other schools in the lower mainland. We also hope to continue with McMath's Entrepreneurial Start-up Challenge, as it's a fun way for students learn about marketing, product sales, and overall business planning. We would like to prepare a trophy for the winning team for the Start-up Challenge as well. Thank you.

- Subsidy for students who are eager and determined to participate in business case competitions. For example, the Prosper case competition is \$225 early bird pricing per attendee for 2025, and each team is about 4-5 students.

Total \$ 1,000.00

**Approved amount\$ 500.00**

Reduce based on last year actual (\$195) and total available fund

**Badminton Teams (Senior & Junior)**

The badminton teams have been unable to procure uniforms for the past few years due to concerns from students about the high cost of a badminton t-shirt uniform. On average, they are about \$60 each before taxes, and this amount would be in addition to the cost of the athletic fee.

Total \$ 1,500.00

**Approved amount \$500.00**

Partially support for the procurement of re-useable team uniform that can be use for future year. Reduced amount based on over all fund availability and also headcount (30). Suggest to seek support from school if some student has financial difficulty to participate in the activities

**McMath Concert Choir Club**

Choral octavos (individual copies of sheet music) are expensive and average \$4/copy. With 72 students, purchasing legal copies of just one song will cost over \$300. requesting funds to purchase 3 titles, as well as \$100 for plastic zip pockets in which students will keep their music.

Total \$ 1,130.00

**Approved amount \$ 1,000.00**

Similar request and amount submitted last year, but not fully claimed (\$311.19 claimed last year). Small adjustment to \$1,000

### **Drama Production Club**

Show License: \$70us per show x 5 = \$481.52 CAD approx.

Show Scripts: Licensing Script Fee \$119.95us = \$162.02 CAD approx.

Paint: \$65 per gallon (with gst and pst) x 5 = \$325 CAD approx.

Paint Supplies: Brushes, rollers, tape, etc. = \$200 CAD approx.

Set Pieces:

Our set this year takes place in a bedroom. We will need to order and purchase a portable stage door, a clothing drawer, a bookshelf, a rug. (Hopefully we can get a drawer, shelf and rug donated. We have been given a bed which is a start.)  
= \$500 CAD approx.

Props: Additional props that might need to be purchased = \$200 CAD approx.

Tickets: Tickets printed by V-Tix = \$200 approx.

Costume pieces for characters = \$200 approx.

Professional photographer who comes in on a massive discount to help take production and headshot photos. = \$400

\$ Total 2,668.54

### **Approved amount \$ 1,080.00**

Reduced based on last year actual. Support the show license (\$481.52), script (\$162.02), and Paint suppliers (~\$200), and Costume (\$200). Hopefully these can be reused in future years.

### **STEM Club**

The main hope is the neptune 4 plus 3D printer (or the cheaper pro version)

<https://ca.elegoo.com/products/neptune-4-plus-fdm-3d-printer> - \$445.99

<https://ca.elegoo.com/products/elegoo-neptune-4-pro-fdm-3d-printer> - \$323.99

1x Vastar Soldering Iron, Soldering Iron Station, Anti-Static Soldering Iron Station Kit with On-Off Switch Temperature Adjustable - \$45.99

Up to 3x EUDAX 6 Set DC Motors Kit, Mini Electric Hobby Motor 3V -12V 25000 RPM Strong Magnetic with 86Pcs Plastic Gears, 9V Battery Clip Connector, Boat Rocker Switch, Shaft Propeller for DIY Science Projects - 3 x \$20.79

Up to 3x Sntieecr 6 Set 131 PCS DC Motors Kit, Mini Electric Motor 1.5-3V 15000RPM with 66 PCS Plastic Gears, Shaft Propeller, Bulbs, Buzzer Sounder, Science Experiment Set for Kid DIY STEM Engineering Project - 3 x \$27.99

1x LEGO® Education BricQ Motion Prime Set - \$197

STEM Club will also like to purchase various other consumables for projects such as nuts, bolts, screws, nails, popsicle sticks and glue guns with any remaining funds.

Total \$ 1,120.00

### **Approved amount \$ 900.00**

Reduced base on last year actual of \$538.35, also consider the headcount (30) and overall fund availability.



**Science Club**

Transformation of E.Coli with GFP Kit \$183.00  
Vernier Go Direct Spectrophotometer \$734.00  
Vernier Go Direct Conductivity Probe \$206.00 x 2  
Vernier Go Direct Temperature Probe \$125.00 x 2  
Dermestid Beetles and Growth Media 45.90 x 3  
Dry Ice \$30 per 10 lbs x 3  
University of Toronto National Biology Exam/Competition Fee \$150 (No taxes)  
Total \$ 2,341.51

**Approved amount \$ 1,600.00**

Reduced based on last year actual and according to headcount (70)

**Ski club**

Skiing or snowboarding 4 evenings in January. The costs of ski club have gone up significantly (for rentals, lessons, bus, and pass its \$100 more than last year!) We're concerned that some families may be priced out. We'd like to offer a partial bursary for students who may be struggling with fees. We ask for ski club participants to self identify if they'd like to be considered for the partial bursary and then divide up the PAC money amongst those identified students. **We're asking for \$2000 which would reduce 20 students costs by \$100 or 50 by \$40**, depending on requests. Broken down cost details of ski club packages (or bus costs) can be provided, if needed. Currently, a student wishing a full package will pay \$486 for 4 evenings, up from \$370 last year.  
Total \$ 2,000.00

**Approved amount \$ 500.00**

Partially support based on over all fund availability, and considers the coverage of the fund will be limited to a smaller group of students. Suggest to seek support from school if some students has financial difficulty to participate in the activities

**Suggestion from parent:** Best to have a certain reserve for now, for certain clubs performing well in regional/national competitions who may need financial help for registration fee, travel and accommodation expenses.

**Winson:** If we reserve some funds now, we have to further reduce some of the allocation from some clubs.

Also, that reserve fund has to be allocated to a certain club and approved at PAC meetings. If we wait until next April, we need to approve the allocation in May during PAC meeting which may not be able to catch the time with the tournament.

Furthermore, the gaming grant is supposed to be used within BC. Any out of province usage needs to submit a special approval to gaming grant which will be another lead time and uncertain result.

**Question from parent:** Why do certain teams get 100% allocated with 20 members, while another team also got 20 members but with a much bigger cut for their request.

**Winson:** The team has 100% allocated requests for a few hundred only while the team has a bigger cut request for over a thousand. If you compare the actual amount, the team that has a bigger cut by % actually got much more funding then the one with 100%

allocated. Again, we review each request with that request details/nature, and try to have a similar allocation for clubs with similar nature/member size.

**Question from parent:** Why does the chess club need two hundred something given the chess itself is not expensive.

**Winson:** The request is not for buying chess but for tournament registration fee.

**Question from parent:** Is the concert choir club made up of some students that registered for the choir course? If so, shouldn't the school be paying for some of the music?

**Winson:** The fund request is from the choir club which is an extracurricular activity.

**Question from parent:** Will the Badminton team buy some uniforms this year which are enough for few players and buy more next year?

**Winson:** It is up to the team. From past years, some teams will still proceed with their full procurement with partial support from PAC and remain covered by school. We can review the next year how much and where the team spent as consideration for similar requests from the same team next year.

**Question from parent:** Is the fund allocation criteria written in a formal document / Is the criteria also shared in the future?

**Rob:** As in the presentation, the allocation needs to follow the gaming grant guideline. PAC also reviews based on a number of factors, including the no. of member/no. of student has benefit, last year spend etc. Rob suggest parents join future PAC meetings to know more about the fund usage. The presentation details that were used today will also be put in the meeting minutes.

**Question from parent:** Some club has student do their own fundraising (e.g. Animal rescue). Any fund can be allocated to support them.

**Winson:** Sponsor teacher can submit the Wishlist request form with details of fund use. Without receiving a request, it is difficult for us to know what we can do to support them. Winson also reminds parents to speak to sponsor teachers if you know some clubs that need some support to submit the form next year.

**Suggestion from parent:** Next year people who are interested can form a budget committee. Thank you for doing the hard work ahead of this meeting

**Rob:** We always welcome more parents to join the executive team and work together to support the school.

**Question from parent:** Why is the cost for the First Responder team so high? Is it all the supplies?

**Winson:**

The team has 2 Emergency Medical Responders, 9 First Responders and 5 Standard First Aid students. As a school we are charged \$75 per EMR & first responder, and \$25 per standard first aid student for insurance purposes and participation fees.  $\$75 \times 2 + \$75 \times 9 + \$25 \times 5 = \$950$

General first aid supplies = \$200

The team would need partial subsidies (about 50%) to financially support students taking first aid classes. The First Responders course currently costs \$495. Students

need to receive the required training and certification to be part of the First Responders team. \$250 x 5 partial subsidies = \$1250

Winson shared that the team not only provides support within McMath, they also support the community such as acting as First Responder for Ice Hockey games at Silver City rink. Also, as the senior students graduate, the team need younger members to take the courses in order to get certified and provide the services. The First Aid course needs 5 days outside school time, and the next level - First Responder course needs another 5 days. These financial supports encourage students to participate in these meaningful activities.

**Question from parent:** Given each headcount has \$20 from the gaming grant, can we base it on the headcount for allocation? Or can we have a percentage so that all clubs will have the similar % as allocated fund?

**Winson:** The total number of members of all clubs on the list is around 1600 which is more than the student population of 1186. It is because some students may join more than 1 club. So when we estimate the approx of allocation by headcount, we are not using \$20 but a reduced amount.

While using flat % may be easy for allocation, eventually some teams may simply put up a higher request amount so as to get more allocation. So instead of based on % of request vs allocation, we should look at the actual dollar amount, and the nature of the request.

Rob motion for approval of the allocation:

13 in favour, 1 abstain

The 2024 Wish list allocation approved.

Winson will share the final table to Jeff and Business Admin.

### **5.PAC/Committee Update:**

a. DAG - Update on 2025 DAG Committee

Winson has coordinated with a few Gr 12 parents, and a DAG Chair and Sec has been identified. First DAG meeting will be on Oct 21 6pm. Gr 12 parents should receive email soon.

b. Traffic

Rob remind parent to follow Jeff reminder on Traffic

c. Fundraising:

- Canadian Safety Supplies fundraiser.
- Rob thanks support to parent. The fund raised from this fund raising event can support student scholarship, staff appreciation, and potential for club use as well. Deadline for ordering is Nov 5, for proceed to consolidate the order, shipping, delivery by Christmas.

Link for ordering below

<https://forms.gle/omugZNDGDVuAX2Rw5>

**Question from parent:** The fundraising activity currently underway with first aid - no limitations on gaming requirements?

**Rob:** Unlike the gaming grant which need to follow the gaming grant guideline, there are no limitations on how we use the fund from our own fundraising events.

d.RDPA - PAC101 scheduled for Nov. 5

e.PAC now on Instagram. Spread the word and follow @mcmath\_pac on IG.  
[https://www.instagram.com/mcmath\\_pac/](https://www.instagram.com/mcmath_pac/)

Rob suggested following the PAC IG page for the latest update on PAC events.

## **6.Q&A**

## **7.Meeting Adjourned**

Meeting Adjourned at 8:55pm