

Seycove Secondary at sáyamətən PAC Meeting Minutes

Date: Tuesday, April 21, 2026

Time Start: 7:00 pm

Location: Library

Executive in attendance: Lisa Stewart (President), Shelley Bubb (Treasurer), Julia Wagner (Secretary), Tansy Sverre (DPAC Rep), Kara Guedes (Member at Large), Wendy Kennedy (Member at Large)

Administrators in attendance: Meghan Downie (Principal)

Regrets:

Agenda Item	Speaker	Discussion	Action Items
Acknowledgment & Announcements	Lisa S.	We are situated today on the unceded and traditional territories of the Squamish (Skwxwú7mesh), Musqueam (xʷməθkʷəy̓əm) and Tsleil-Waututh (səlílwətaʔt) First Nations. Gratitude for all the colours of spring, and for the work that the Tsleil-Waututh have been doing in restoring the coastal ecosystems.	
Introductions	All		
Approval of Agenda	Lisa S.	Approved by: Patricia H. Seconded: Kara G.	
Approval of Minutes	Lisa S.	Approved by: Lisa S. Seconded: Shelley B.	
Principal's report	Meghan Downie	<p>-Gratitude for FoS Auction and all of the community members' many hours of work and financial support.</p> <p>-Course Verifications Forms: --Instructions on back of form. --Form is intended for families to verify that courses requested by students for next year are correct. --It is not a timetable for next year. --Form only needs to be returned if any changes needed, with changes indicated and parent/guardian signature.</p>	

		<p>--Staffing budget is based on course requests. --Teaching staff expected to be maintained with student population projected to grow next year.</p> <p>-Grad: --Grad writeups (shared at Grad Ceremony) due this Friday, April 24. Currently 29 of ca. 104 writeups received. --Banquet costs are high (same cost as last year): proceeded with same plans as past years, based on survey of Grade 11 families last year. --Refocusing student energy on finishing year strong.</p> <p>-2026/27 Calendars: -- NVSD calendar available online, created by Calendar Committee that includes parents: Start date September 8, 2026. --School calendar being finalized based on staff committee recommendations.</p> <p>-Tutorial renaming: --Parent suggestion to rename because some students do not want to go because of negative connotation associated with "tutorial". --Tutorial is District-wide label, may not be able to change at school level, but could consider a nickname.</p> <p>-Parent gratitude for administrative support of PLP field school, and other trips like Music Program trips.</p>	
Treasurer's Report	Shelley B.	<p>-Statements of Financial Position and Statements of Operations as of February 28, 2026 and March 31, 2026 shared. --As of March 31, 2026 healthy cash balance. --Total Revenue \$111,000 and Total Expenses to date \$21,000; includes FoS Auction revenues to be split with FoS elementary schools.</p>	-Shelley B. to review Wishlist approvals vs. purchases and report at May PAC meeting.

		<p>--\$7000 contributed to Library improvements; Ms. Downie noted that Library acquisitions are expected to be delivered in June.</p> <p>--Grad Ceremony Centennial Theatre rental paid in full.</p> <p>--Approved Wishlist items not all purchased yet: Shelley will review approvals vs. purchases and report at May PAC meeting.</p> <p>--Julia W. completed June 2025 Music Cabaret Gaming Policy and Enforcement Branch (GPEB) Class D Ticket Raffle Self-Assessment, on March 3, 2026: The self-assessment was issued to all Class D licensees (for small scale ticket raffles with project gross revenue less than \$5000). The Class D gaming event licences are issued for small scale ticket raffles where the projected gross revenue is \$5,000 or less. The responses help to identify areas in need of support and guidance without a formal audit. Responses are confidential and do not affect current or future gaming event licence applications.</p>	
<p>DPAC Report</p>	<p>Tansy S.</p>	<p>-Parent Education Sessions -</p> <p>--Mental Health – Let’s Talk About Anxiety 6:30pm at Sutherland Registration is required via MS Forms: https://forms.office.com/pages/responsepage.aspx?id=QVnjcoc9s0WdRan5IZNdXevzIwg0E3ILqSdfkcDqaDIUN05JQTBDN0dTOEkyUIBLRFITT0M0M0QxMyQIQCN0PWcu&route=shorturl</p> <p>--Anti-Hate Presentation– April 29th 6pm, Virtual LINK TO REGISTER via Teams: Microsoft Virtual Events Powered by Teams https://events.teams.microsoft.com/event/cc830c15-1b47-415b-8402-c5bcbb7d5f44@72e35941-3d87-45b3-9d45-a9f921935d5d</p> <p>-NVPAC Disability & Inclusion Committee: next meeting June 4th</p> <p>-NVPAC AGM: May 27th, 2026</p>	

		<p>-Save-the-Date (2026-2027 School Year) October 28th, 2026 – PAC Meet & Greet</p> <p>-BCCPAC AGM: April 24-26</p>	
<p>Social Media, Website and Fundraising Updates</p>	<p>Kara G.</p>	<p>FoS Auction Treasurer Report:</p> <ul style="list-style-type: none"> -Sponsorships \$5,000 more than 2025 and \$10,000 more than 2024. -Ticket sales have gone down: <ul style="list-style-type: none"> --Recommendation for more effort to promote event in future. --Also noted that with online auction, community can still participate in auction even if not at in-person event. -Acquisitions: fewer volunteers so more work for coordinators; more volunteers needed in future. -50/50 Raffle proceeds almost \$1000: not allowed to have bottle wall this year so lower revenues than past years. -Catering expenses higher because hired servers and bartenders due to low parent volunteer signup. -Decorating costs lower than last year. -Cost of hockey tables purchased for event was recouped by re-selling. -Rentals were lower because of a credit from last year, otherwise cost would have been doubled compared to last year. Next year rental expenses projected to be \$12,000. -Hired two extra custodians: still not enough, no volunteers to help with clean up. -DJ gave amazing deal, and was fantastic, and is willing to return next year. -Misc supplies: lower this year because of donations in-kind, including printing/signage and T-shirts for volunteers. -Advertising: only \$200 this year; recommend spending \$1000 next year to improve ticket sales and volunteer recruitment. -Website hosting: might get refund for part of amount for non-profit status. --Each school to receive \$13,550 	<p>-Ms Downie to provide 2026/26 School Calendar for May PAC meeting and Fos Auction 2027 date to be selected.</p>

		<p>-Date for 2027 Auction: --To be determined in May when school calendar available. --Suggestion to schedule for February, as was done in past, to avoid time around Spring Break and avoid conflicts with Music Cabaret in June. -Willingness of current coordinators to contribute to Auction 2027 still to be determined at wrap-up meeting. -Seycove Auction donations: --FoS Elementary schools all contributed items to Auction. --Request for donations of wine or scratch-and-win tickets from Seycove families only resulted in donations from one person. --PAC Executive approved, via email, \$600 for purchase of items to donate to Auction: Lulemon gift card and Lego set sold for over-retail and WestJet gift card for \$20 less than retail. --Motion by Lisa S. to approve PAC funds for Auction donations in future if no support received from families. To be voted on with 2027 Budget approval. -Suggestions for improving volunteer recruitment: --Seycove Grade Liaison parents --Coordinating committee to include representatives from all FoS schools: this year 6 members on committee, none from Sherwood. --Auction representative to speak at all FoS September PAC meetings: Tansy S. and Tree C. volunteered. --PAC could re-institute email list parents to be able to contact parents directly: ---Must opt-in each year. ---Requires someone to manage email list. ---Ms. Downie can include link to PAC email list sign-up in Welcome message to families in September. ---PAC members can also speak to parents at Welcome night and circulate PAC email sign-up sheet.</p>	<p>-PAC funds for Auction item donations on behalf of Seycove community to be added to PAC 2027 Budget.</p> <p>-Tansy S. and Tree C. to speak at all FoS September PAC meetings to champion Auction and recruit volunteers and other contributions.</p>
New Business	Patricia H.	-Music Cabaret June 6: call-out for volunteers and silent auction donations.	

Adjourned	Approx: 8:20pm		
Next PAC Meeting: Tuesday, May 19, 2026 at 7pm in Library			

Members In Attendance: Tree C., Patricia H.