

## Seycove Secondary at sáyaməṭən PAC Meeting Minutes

**Date:** Tuesday, December 16, 2025

**Time Start:** 7:00 pm

**Location:** Library

**Members in attendance:** Lisa Stewart (President), Shelley Bubb (Treasurer), Julia Wagner (Secretary), Kara Guedes (Member at Large), Wendy Kennedy (Member at Large), Meghan Downie (Principal)

**Regrets:** Carla Cove (Vice President), Tansy Sverre (DPAC Rep), Paul Ruben (Vice-Principal)

Agenda Item	Speaker	Discussion	Action Items
<b>Acknowledgment &amp; Announcements</b>	Meghan D.	We are situated today on the unceded and traditional territories of the Squamish (Skwxwú7mesh), Musqueam (xʷməθkʷəy̓əm) and Tsleil-Waututh (səlílwəṭaʔt) First Nations. Thank you for the land we are on, grateful to be able to gather together here.	
<b>Introductions</b>	All		
<b>Approval of Agenda</b>	Kara G.	Approved by: Kara G., Julia W.	
<b>Approval of Minutes</b>	Kara G.	Approved by: Kara G., Shelley B.	
<b>Principal's report</b>	Meghan Downie	<p>-Busy time of year filled with exciting activity.</p> <p>-PLP Exhibition of Learning - Thursday December 18 5:30-7:30pm: excellent opportunity for students to demonstrate learning and develop communication skills.</p> <p>-Choir Concert last night at Highlands Church: Mr. Najjar also teaching at Carson Graham Secondary, had combined concert and a few songs with mass combined choirs.</p>	

		<p>-Band Concert at Mount Seymour United Church last week: opportunity for teacher and students to showcase learning.</p> <p>-Ms. Pitches thrilled to have new stand mixer funded by PAC; Foods classes working on Gingerbread House competition.</p> <p>-Teachers reminded about sharing pictures of PAC funds in use.</p> <p>-Senior Boys Volleyball team participated in Provincials: excellent achievement to participate as a small school with new program, and with a tough draw celebrated placing 11<sup>th</sup></p> <p>-Senior Girls Basketball team participated in tournament in Victoria.</p> <p>-Acknowledgement of gratitude to PAC for support of school community.</p>	
<b>Treasurer's Report</b>	<p>Shelley B.</p> <p>Wendy K.</p>	<p>-Still getting set up with all of banking, can access RBC but Blue Shore access still in process: report may need to be adjusted with transactions that Shelley couldn't access yet.</p> <p>-No major changes to accounts.</p> <p>&gt;Major expenses: stand mixer, field hockey equipment</p> <p>&gt;Minor expenses for banking administration charges for changes of signatories.</p> <p>&gt;RBC grants: two for One Day To Make A Difference, one for Alpine Ski Team.</p> <p>-Gymnastics uniforms: \$750 approved in Wishlist, order total was \$1350. Athletics Department will cover difference. Wendy K. to pay for PAC portion with her VISA and to be reimbursed by PAC.</p> <p>-Wishlist purchase procedure: Wendy can process expenses.</p>	<p>-Wendy K.: to reply to Mr. Cardle and cc Mr. Ruben and Ms. Downie, and determine how to process Gymnastics uniform order payments.</p> <p>-Ms. Downie to connect teachers with Shelley B. and Wendy K. via email to determine purchase/reimbursement process for approved Wishlist items.</p>

<b>DPAC Report</b>	Tansy S.	None.	
<b>Social Media, Website and Fundraising Updates</b>	<p>Kara G.</p> <p>Lisa S.</p>	<p>Auction Gaming Licences:</p> <ul style="list-style-type: none"> <li>-Wine bottle wall not allowed.</li> <li>-Separate licences required for 50/50 and gift card raffle. Licence required is different than Class D licence for 2025 Music program Cabaret 50/50.</li> <li>-Money raised from licenced event has to go into gaming account and Seycove PAC has to keep and spend 100% of funds. Cannot be split with other schools.</li> <li>-Request for examples of licences from past Auctions, and for Wendy K. to support Gaming Licence applications.</li> <li>-Gaming Policy and Enforcement Branch representative checked records and Seycove PAC, as well as Family of School PACs, need to update accounts: PAC will need to submit checklist of Executive and financial records to be approved for licence applications.</li> </ul> <p>-Auction updates at January PAC meeting.</p>	<p>-Shelley B. to provide Kara G. with examples of licences from past Auctions.</p> <p>-Wendy K. to support Kara G. with Gaming licence applications.</p>
<b>New Business</b>	Tom, Roy, Sebastian & Christian	<p>-Chess Club student presentation:</p> <ul style="list-style-type: none"> <li>&gt;Club is one of newest at school and has demonstrated success and resilience at recent tournaments: overall club has won 7 trophies, including 3 individual and 1 team trophy at recent Regional tournament.</li> <li>&gt;Qualified for Provincial tournament in Burnaby, first NVSD team to ever qualify.</li> <li>&gt;Requesting \$1000 funding: <ul style="list-style-type: none"> <li>&gt;&gt;T-shirts for team-building \$400 (\$20 x 15 members, plus tax, free shipping)</li> <li>&gt;&gt;Competitions \$600 <ul style="list-style-type: none"> <li>&gt;&gt;&gt;Regionals \$200 (\$50/person) – already completed</li> <li>&gt;&gt;&gt;Provincials \$300 (\$50/person)</li> </ul> </li> </ul> </li> </ul>	<p>-PAC vote via email: approved Chess Club request for \$1000 funding.</p> <p>-Shelley B. to write a cheque to the school district for the PAC trust account. Maureen D. to send cheque to the district, and school to code any expenses from Chess Club accordingly.</p>

	<p>-Kara G. &amp; Christina S.</p>	<p>&gt;&gt;&gt;Other local tournaments \$100 (\$10-25/person): have been building club and hoping to have younger players join some tournaments.</p> <p>- Christina Sutter, <a href="#">Elite Dietitians</a> sports dietitian and Seycove parent, proposed as guest speaker to educate learners and/or parents about sports nutrition:</p> <ul style="list-style-type: none"> <li>&gt;Works mostly with teens 14 to 17 years old, all sports and all genders.</li> <li>&gt;Speaks to local sports teams, often private schools.</li> <li>&gt;Presentation adapted depending on season, gender, sport, and age.</li> <li>&gt;Topics include: <ul style="list-style-type: none"> <li>&gt;&gt;Relative Energy Deficiency: many teen athletes not eating adequately to keep up with growth and development and energy demands of sports.</li> <li>&gt;&gt;Anemia: affects about 1 in 3 female teenagers.</li> </ul> </li> <li>&gt;Could offer presentation through PHE class, or sports evening with or without parents</li> <li>&gt;Cost \$400 per session, will offer special rate to Seycove.</li> <li>&gt;Email from Mr. Ruben proposed early May for two presentations, including topics such as recovery, sports drinks, sleep, injury prevention: one evening for all team athletes and one for two Fitness &amp; Conditioning classes.</li> <li>&gt;Suggestion to have presentation earlier in year so athletes can benefit sooner: May proposed because most sports seasons ended so athletes have more time for evening presentation.</li> <li>&gt;Inquiry about inviting general population to presentation since many students not part of school teams but play community sports: presentation more diluted if more general/mixed audience.</li> <li>&gt;Inquiry about offering presentation to more PHE classes: in-class presentations generally not as effective as presentation to more focused group of athletes.</li> </ul>	<p>-Kara G. and Mr. Ruben to finalize plans with Christina S. for presentation(s) to Seycove community, potentially combined with Windsor.</p>
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	<p>Lisa S.</p>	<ul style="list-style-type: none"> <li>&gt;Suggestion to offer broader presentation online to all Seycove learners and parents and then can connect with more specific groups.</li> <li>&gt;&gt;Potential to combine with Windsor Secondary which has also requested a presentation.</li> <li>&gt;&gt;Possibility of running as PAC fundraiser, similar to Scholarship presentation offered in past, and using funds for presentations to more specific groups within school community.</li> </ul> <p>-Mr. Cardle request for PAC support for purchase of Boys Basketball team uniforms:</p> <ul style="list-style-type: none"> <li>&gt;Uniforms needed for 25 Grade 8 boys playing basketball this year.</li> <li>&gt;In past Grade 8 boys received navy and white reversible uniforms that were then used for practices in future years; however, cost has been increasing and not being used in Grades 9 to 12.</li> <li>&gt;This year plan to purchase same style uniform as Grade 9-12 teams.</li> <li>&gt;Original quote was received for \$3000, now quote is \$6000: \$56/jersey and \$52/shorts plus tax, each in black and white (home and away uniforms).</li> <li>&gt;Grateful for any PAC support.</li> <li>&gt;Funding request was not included in Wishlist. If not supported by PAC then Athletics Department will pay for uniforms.</li> <li>&gt;Girls Basketball program fundraises and families pay \$600 for Senior Girls and \$400 for Grade 9 Girls; players keep uniforms.</li> <li>&gt;Question about Boys Basketball fees and fundraising: Ms. Downie did not have information available.</li> <li>&gt;In past school purchased uniforms for Boys Volleyball teams and families purchased uniforms for Girls Volleyball uniforms, which were returned to school at end of season.</li> <li>&gt;If PAC paying then uniforms should be returned to school.</li> <li>&gt;Athletic fee is supposed to cover uniform and equipment costs: suggestion that fees may need to be raised.</li> </ul>	<p>-Lisa S. to reply to Mr. Cardle and inform him of PAC decision not to support purchase of Grade 8 Boys Basketball uniforms.</p>
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	Lisa S.	<p>-Motion by Lisa S. to support Mr. Yip's request for \$1100 to purchase bench press, weight stand and soft plyometric box for PHE Classes. Seconded by: Wendy K. Vote in favour: unanimous.</p>	
	Ms. Downie	<p>-Request for PAC funding support of \$787.50 for "Get REAL" 2SLGBTQ+ workshop for CLE 10 classes:</p> <p>&gt;CLE 10 includes all Grade 10 students in 3 classes.</p> <p>&gt;&gt;Ms. Von Bulow new teacher building new curriculum for CLE: Grade 10 appropriate age to address topics, workshop is accessible and relevant, aligns with school values, and offers opportunity for enhanced student engagement in CLE curriculum. School also supporting another speaker for CLE to support student engagement.</p> <p>&gt;Other schools are also booking this workshop: Ms. Downie to obtain feedback from other schools.</p> <p>&gt;Suggestion to repeat anti-racism workshop offered last year: <a href="#">HopeU - Racism Education, Youth Workshop</a></p> <p>&gt;Inquiry about online safety and cybersecurity in curriculum:</p> <p>&gt;Can fit into Careers curriculum: Digital literacy included in Grade 8 Careers rotation.</p> <p>&gt;Can also be included in school-wide assemblies as part of NVSD Personal Digital Device policy.</p> <p>&gt;Workshops for families recently offered by UBC Geering Up Engineering Outreach.</p>	<p>-Ms. Downie to obtain more feedback from other NVSD schools about Get REAL workshops to share with PAC decision.</p> <p>-PAC to discuss funding request further at January meeting.</p> <p>-Russell B. to pass on information to Ms. Downie about UBC Geering Up Engineering Outreach Cyber Safety workshops.</p>
<b>Adjourned</b>	<b>Approx: 9:00 pm</b>		

**Next PAC Meeting: Tuesday, January 20, 2026 at 7pm in Library**

**In Attendance:** Tristan N., Lisa O., Patricia H., Christina S.