

Seycove PAC Meeting Minutes

Date: Tuesday, April 8, 2025

Time Start: 7:00 pm

Location: Library

Members in attendance: Lisa Stewart (President), Carla Cove (Vice President), Kim Tattrie (Treasurer), Julia Wagner (Secretary), Wendy Kennedy (Member at Large), Meghan Downie (Principal), Paul Ruben (Vice-Principal)

Regrets: Kara Guedes (DPAC Rep), Mandy Young (Family of Schools Rep)

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. We give gratitude every morning for the trees and sun, and the ebb and flow of the tides, and all the people who came before us who allow us to enjoy this land.	
Introductions	All		
Approval of Agenda	Lisa S.		
Approval of Minutes	Lisa S.	Lisa S. and Kim T.	
Principal's report	Ms. Downie, Mr. Ruben	<p>-Turtle Garden Regeneration: fundraiser goal reached! --Ms. Kadi has a lot of energy to bring to project and has connected with Keith from Coast Salish Nursery who has volunteered to assist with planning. -- Website updated and "Before" photo taken. --Green Club doing separate pollinator garden.</p> <p>-Course Verification Forms: --Will be distributed to students Grades 8-11 in homeroom on Friday. --Accuracy very helpful for staffing and course planning.</p>	

		<p>-Scholarship Committee:</p> <p>--Ms. McLean heading scholarship committee.</p> <p>--Scholarship allocations will be determined for May 29 Grad Ceremony.</p> <p>--Inquiry regarding PAC & Auction “Family of Schools Scholarships” availability, and if so, amount and criteria.</p> <p>--In past, PAC Scholarship \$1000 and Auction “Family of Schools Scholarships” \$10000, distributed as over 20 scholarships in amounts of \$250, 500, 750 and \$1000.</p> <p>--Scholarship committee recommends fewer bigger scholarships: e.g. ten \$1000 scholarships.</p> <p>--Auction revenues come in after year-end. PAC held back \$10,000 in General account for scholarships because didn’t know if Auction was going to go ahead this year. General account will then be reimbursed from Auction account after 2025 Auction funds received.</p> <p>--PAC Scholarships & Auction “Family of Schools Scholarships” availability and amounts to be approved annually.</p> <p>--Motion by Lisa S.: Auction “Family of Schools Scholarships” allocation not a PAC decision therefore Scholarship Committee to determine how to distribute. Approved: Tree C., Kim T.</p> <p>--Motion by Lisa S: to approve \$1000 PAC Scholarship, with same criteria as past. Approved: Wendy K. and Carla C.</p> <p>-Volleyball Equipment:</p> <p>--Waiting for invoice for volleyball stands and pads with Seycove logo; remains to be seen if final cost affected by US tariffs.</p> <p>--Mr. Cardle working on uniforms.</p> <p>--Mountain Bike team:</p> <p>--Will be coached by Julian (coming out of retirement), a couple of parents, and Education Assistant Ben.</p> <p>--Trying to bring in more girls. Mr. Ruben has reached out to Ride Like A Girl, a local organization that supports girls in mountain biking.</p>	<p>-Ms. Downie to look into past PAC Scholarship criteria; if not available to check with Carla C.</p>
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		<p>--Golf team: season has begun.</p> <p>--Boilers: complete, including parts to control temperature so more stable temperatures throughout school.</p> <p>--Auction Setup: PE staff has agreed to vacate Gym on setup day and put mats down.</p> <p>--Provincial Assessments:</p> <p>--This week, Numeracy 10 and anyone who missed other assessments.</p> <p>--Students can have up to 3 hours to complete assessment; most finish in 1.5 hours.</p> <p>--Adaptations available, e.g. can make text bigger, can listen with headphones instead of reading.</p> <p>--Mr Ruben does best to give students good information about what to expect and reduce stress.</p> <p>--Literacy Assessment: Assesses ability to use language; students have been preparing since Kindergarten.</p> <p>--Numeracy Assessment: Assesses how students work with numbers in analysis; two answers written on paper to demonstrate thinking process, not just about answer.</p> <p>--Results similar to Provincial Proficiency Scale used for reporting: 1 = Emerging 2=Developing 3=Proficient 4=Extending.</p> <p>--Results provide important information for school, to help understand where students are at and work with teachers to improve literacy/numeracy as needed.</p> <p>--Province looks at results to evaluate how well curriculum is working.</p> <p>--Results available in about 4 weeks from Student Transcript Services or ask counsellor.</p> <p>--If student receives poor result, can do another session in June. If in Grade 10, students have a couple of years to rewrite.</p>	
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Treasurer's Report	Kim T.	<p>-Not much activity.</p> <p>- Gaming account: --Cheques for approved spending distributed but not cashed yet. --Balance ca. \$3200. Grad ceremony was only \$2600 instead of \$3000.</p> <p>-Externally and internally restricted funds: Carla to support Kim with reviewing this accounting.</p> <p>-Funding for Textiles: student inquired about PAC contribution; school to fund.</p> <p>-General budget document and approval: --Proposal to create budget document which includes previous year's budget, proposed budget for current school/fiscal year, and YTD expenditures, to facilitate planning, spending decisions, and tracking of expenditures. This is a separate document from Profit and Loss and Balance Sheets. --Cove Cliff Elementary has a budget meeting in October where a general budget is approved, and uses a document as proposed above. --A budget is provided for year-end Treasurer Report to report on past year. --General agreement to have a budget meeting in October 2025 with proposed budget, to coordinate with teacher wishlist, for approval by 2025/26 PAC.</p> <p>-School District payments: Maureen Dawe confirmed correct payee name is School District #44 North Vancouver</p>	<p>-PAC 2025/2026 to hold a meeting in October 2025 to present and approve a general budget for the year. To be coordinated with teacher wishlist.</p> <p>-Treasurer to create a budget document which includes previous year's budget, proposed budget for current year, and YTD income/expenditures.</p>
DPAC Report	Kara G.	No updates.	

	Tree C.	<p>Motion by Lisa S.: To move PAC meeting to third Tuesday of month for 2025/26 school year. Approved: Carla C. and Kim T.</p> <p>-<u>Konstella</u> school communication tool: --Suggestion for Seycove PAC to consider to improve communications with families. --All FoS elementary school PACs now using. --\$1000/yr --Inquiry about whether any other high schools use this platform.</p> <p>- Sun Run Water Station Sunday, April 27: --Adult volunteers needed. --Bus picks up at 7:30am at Parkgate, will be done by ca. 12:30pm --Have been assigned water station in better location this year.</p> <p>-Constitution and Bylaws Review: --Julia has reviewed and created draft of proposed amendments for PAC to review. --Request to change President/Vice-President to Co-Chairs.</p>	<p>-PAC 2025/25: to schedule PAC meetings for third Tuesday of month.</p> <p>-Ms. Downie to inquire about other high school PAC communication methods.</p> <p>-Julia W. to email draft of proposed amendments to Constitution & Bylaws to all PAC Executive for review.</p>
Adjourned	Approx: 8:45pm		
Next PAC Meeting: Tuesday, May 13, 2025 at 7pm in Library			

In Attendance: Patricia H., Tansy S., Tree C.