

## Seycove PAC Meeting Minutes

**Date:** 14 January 2025

**Time Start:** 7:00 pm

**Location:** Library

**Members in attendance:** Lisa Stewart (President), Carla Cove (Vice President), Kim Tattrie (Treasurer), Julia Wagner (Secretary), Kara Guedes (DPAC Rep), Wendy Kennedy (Member at Large), Mandy Young (Family of Schools Rep), Meghan Downie (Principal)

Regrets: none

Agenda Item	Speaker	Discussion	Action Items
<b>Acknowledgment &amp; Announcements</b>	Mandy Y.	Land Acknowledgment: We are situated today on the unceded and traditional territories of the Squamish (Skwxwú7mesh), Musqueam (xʷməθkʷəy̓əm) and Tsleil-Waututh (səlilwətaɣ̓) First Nations. Gratitude for the land holding and healing us.	
<b>Introductions</b>	All		
<b>Approval of Agenda</b>	Carla C., Lisa S.		
<b>Approval of Minutes</b>	Wendy K. Kim T.	December 2024 minutes circulated to PAC members. To be posted on <a href="#">Seycove PAC webpage</a> asap.	-Julia W. to send minutes to Maureen Dawe to be posted on PAC webpage.
<b>Principal's report</b>	Meghan Downie	<p><b>-Seycove Student Council Instagram (@seycovesecondaryschool):</b> Very active account.</p> <p><b>-Feminism Forward Club (@feminismforward_sss):</b> --Feminine hygiene products now placed in bathrooms. --To be monitored to ensure not creating extra work for janitor. --Appreciation for PAC support in purchasing storage baskets for products.</p> <p><b>-HopeU:</b> --Charles Lartey, a Carson Graham graduate, working with staff next week to develop strategies to support racism issues in classes.</p>	-Ms. Downie to let PAC know about PAC member attendance at HopeU events.

	<p>--January 30: conversations with CLE 10 and BCFP 12 classes.  --This is a starting point with potential to grow.  --Charles to send invoice for \$585.  --Carla would like to be able to share information/feedback about HopeU activities with NVPAC Anti-Racism Committee.</p> <p><b>-Course Programming:</b>  --Online course requests new this year.  --February 3: information to students. Will take home course request sheets and log on to MyBCEd. Will have other sessions to support students if needed.  --February 5: Programming information sessions for parents, current Gr8-11.  --February 6: Programming information sessions for current Grade 7 parents.</p> <p><b>-PLP information sessions:</b>  -- January 21: PLP New Learner Information Meeting, Cafeteria.  --February 10: PLP New Learner Registration Online Q &amp; A, on MS Teams.</p> <p><b>-AP Psychology information session:</b> February 10, on MS Teams, for current Grade 10 &amp; 11 students.</p> <p><b>- Fundraising Drive - Turtle Garden Regeneration:</b>  --Details in progress. Design to incorporate native plants. Hope to have Tsleil-Waututh connection. Coast Salish Nursery suggested as supplier for native plants. Explore possibility of native plant donations by nursery or District of North Vancouver.  --Will need volunteers to implement.  --\$2000 fundraising target: Link will be available for parents to donate to school and NVSD will issue tax receipt. Will create visual to report fundraising progress.  --Fundraising drive planned for April to celebrate Earth Month.</p>	<p><b>-Motion</b> by Lisa S. for PAC to pay for HopeU costs (\$585) with gaming funds.  <b>Approved:</b> Wendy K., Kim T.</p>
--	---	---

		<p>--If exceed fundraising target, funds could support development of outdoor learning area.</p> <p>--Next year: Plan to fundraise for Library Renewal Stage 2.</p> <p><b>-Musical Theatre class:</b></p> <p>--New offering in BC curriculum, being considered for Seycove next year, dependent on staffing and student interest.</p> <p>--Ms. Shoop and Mr. Najjar interested in collaboration.</p> <p><b>-NVSD Proposed School Calendar 2025/26:</b> <a href="#">online feedback</a> invited until February 11, 2025</p>	
<b>Treasurer's Report</b>	Kim Tattrie	<p>-Kim transitioning into the Treasurer role, update still in progress; will circulate to PAC next week.</p> <p>-Kim is considering changes to simplify Treasurer records and reporting.</p> <p>-PST and GST rebate requests haven't been filed for some time, Kim to submit; NVSD will be providing cheque for funds that went through them.</p> <p>-Carla has not been able to access Charitable organization account; Kim to follow up.</p> <p>-Signing authority transfer: Wendy still to sign papers at bank, then Kim will have access to BlueShore accounts.</p> <p>-Kim to focus on budget to be approved for next year.</p>	<p>-Kim T. to circulate Treasurer Report to PAC next week.</p> <p>-Ms. Downie to provide NVSD contact for Kim T. to follow up on PST and GST rebate cheque.</p> <p>-Kim T. to access Charitable organization account.</p> <p>-Wendy K. to complete bank signing authority transfer.</p>
<b>DPAC Report</b>	Kara Guedes	<p><b>-NVPAC:</b> Next NVPAC meeting at end of January.</p> <p><b>-BCCPAC:</b></p> <p>--<a href="#">by-election results available online</a>: Secretary position still open</p> <p>--Membership Summit Nov.30/24: <a href="#">slides and presentation recordings available on website</a></p> <p>-Kara to clarify NVSD tech purchasing commitment to determine if PAC needs any budget for tech.</p>	

		-Kara planning to put together proposal to bring Tanner Clark, mindful social media use motivational speaker, to NVSD.	
<b>Family of Schools Report</b>	Mandy Young	-Seycove and Windsor Family of Schools meeting approximately monthly. -No meeting in December; will be meeting end of January. -Most of discussion on WhatsApp group has been about PAC-school community communication platforms, e.g. Freshschools and Konstella.	
<b>Social Media, Website and Fundraising Updates</b>	Jody Lightfoot	<p><b>-Auction:</b></p> <p>--Jody Lightfoot, Cove Cliff Elementary parent, to chair this year's Auction fundraiser – 41<sup>st</sup>!</p> <p>--Jody welcomes a co-chair to join her.</p> <p>--Date: May 3, 2025; will send out 'Save-the-Date" next week.</p> <p>--Theme: Age of Aquarius (peace and intellectual ideas)</p> <p>--Kickoff meeting Dec/24: Tree C. and Kim T. shared planning expertise.</p> <p>--Considering rebranding as <i>Seycove Family of Schools Auction</i>: goal to position event as collaborative event across FoS.</p> <p>--Website will have history with targets: this year's target \$75,000.</p> <p>--Donation process to be simplified based on past planner and participant fundraising feedback; auction may be online.</p> <p>--Four main planning components and help welcome for all: fundraising, food and drink, music, and photography.</p> <p>--Jody to connect with Ms. Downie to coordinate planning needs.</p> <p>--Next planning meeting: first week of February, will most likely stream for virtual attendance.</p> <p>--Recruiting volunteers: contact <a href="mailto:jo.lightfoot@gmail.com">jo.lightfoot@gmail.com</a></p> <p>--Request to spread word with contacts at elementary schools.</p> <p>--Kim will connect Jody with person who provided food last year.</p> <p>--Question raised regarding need to coordinate with other schools so not all requesting donations at same time: has not been an issue in past.</p>	All to spread word about upcoming Auction and need for volunteers.

		<p>--If planning wine wall need to check if allowed by gaming regulations</p> <p><b>-Social Media:</b> Kim obtained access to Seycove PAC Instagram (@seycovepac); Kim and Lisa still looking for administrator info to sync Instagram and Facebook accounts.</p> <p><b>-Fundraisers:</b>  --TruEarth: Kim forwarding promotions from PAC gmail account to Lisa to post on Seycove Parents facebook; could include regularly in Seycove Newsletter PAC section.  --FundScrip: does not appear to be worthwhile; Seycove only received \$45 for \$1600 of cards purchased; if purchase greater than \$300, than purchaser must pay cash and pay for courier.  --ShopFunds.ca : recommended as alternative gift card fundraiser option; Patricia H. has had positive experiences, picks up the cards in Vancouver (Broadway and Cambie area), pay by cheque.  --Kim to find out all small fundraisers we have access to, e.g. Stongs, COBS, Nellie's.  --Messaging about fundraisers can be improved, e.g. include section in Seycove newsletter.</p> <p><b>-Email administration:</b> Kim and Kara have access to PAC gmail account; relevant emails for PAC to consider can be shared via WhatsApp group.</p>	<p>Kim T. and Lisa S. to investigate social media administrator access.</p> <p>Kim T. or Lisa S. to send TruEarth fundraiser link to Ms. Downie to be included in Seycove newsletter.</p> <p>Kim T. to compile list of all small fundraisers PAC has access to.</p> <p>Kim T. and Kara G. to share emails for PAC consideration to WhatsApp group.</p>
<b>New Business</b>	Kara Guedes	<b>Staff Lunch:</b> Kara Guedes offered to coordinate again; included in PAC budget; date to be determined, last year was in May.	-Kim T. to confirm PAC budget available for staff lunch.
<b>Adjourned</b>	<b>Approx: 8:15 pm</b>		
<b>Next PAC Meeting: Tuesday, February 11, 2025 at 7pm in Library</b>			

**In Attendance:** Daniel, Patricia H., Jody L., Tree C.