PAC
Parents Advisory Committee

Heritage Woods Secondary School PAC Meeting
October 20, 7:00 pm – 8:15 pm, School Library

Attendance:
Administration:
Cheryl Woods (Principal)

PAC Executive:
Present:
Chair: Sheryl Parton
Vice Chair: Diane MacSporran
Secretary: Leah Barrington
DPAC Rep: Grace Wang
Treasurer: Alina Tavaszi

Parents (4) Shannon V., Rena H., Noemi S., Ensieh H.

Total participants: 10

Meeting Format:
In person meeting.

Call to Order:
Sheryl called the meeting to order at 7:00 pm.

Previous Minutes:
Minutes from last PAC meeting were approved.

Agenda:

1. Welcome
2. Special Guest Speaker – Leadership Class
3. Chair Update
4. Treasurer's Update
5. DPAC Update
6. Principal's Update
7. New Business
8. Participant Questions and Answers

1) Welcome (Sheryl)
   - Welcome to members and parents present. Introductions were made.

2) Welcome to the Special Guest Speakers – from Leadership Class
   - Several students from the Grade 9 and 10 leadership classes presented to PAC.
   - They love being part of the leadership classes, as these classes are not only a way for students to improve their leadership skills (e.g. communicating, decision-making, etc.) but students also get an opportunity to meet other people, as well as be connected and involved in their school community and to plan events for the whole student body.
   - There are 5 leadership classes, divided up into 50 groups, with 3-4 students in each group.
   - Each group will plan an event (e.g. bake sale, contests, spirit activities, etc.), usually at lunch time.
   - Students are asking PAC for each group to receive $100 (total $5000) to go towards the purchase of materials used for the school-wide events that strive to have a positive impact on the whole school by building school spirit, engagement, and community.
   - Thank you to the students (and Ms. Whistler) who volunteered to present this clear, interesting, and informative presentation.
   - Next steps include PAC taking into consideration this request when deciding how to use this year's Gaming Grant. PAC will let Ms. Woods know, and she will inform the leadership classes.

3) Chair Update (Sheryl)

A) Special Projects Fundraising Update
   a) $2343 raised in Neufeld Farms
   b) Income from sewing machine sales
   c) School Cash-on-Line now live
   d) Upcoming Bake Sale October 28
   e) Kodiak Quilt Project coming in March

B) Career Day Update
   - 33 professionals in total have signed up
   - Host club will provide much needed student leadership and hands – before, during, and after the event.
   - - Slides have been provided to teachers to generate some excitement and create synergies between classes and professionals on site
   - CLE10 teachers have been contacted to consider in-class professional presentations
   - PAC chair recently participated in the CLE 10 interviews

4) Treasurer's Update (Alina)
   - yearly Gaming Report was submitted on Sept 30th
   - we received the BC Gaming Grant on Oct 3rd 2025
   - we are waiting for parents' donations to complete on School cash online and preparing for next November PAC budgeting meeting

5) DPAC Update (Grace)
   - Next meeting is next Wednesday, October 29th, 2025

6) Principal's Report (Ms. Woods)
- October 3 was International Teachers' Day, and administration were happy to go around to teachers with a quick thank you and treat for each teacher.
- Happy Divali! Administration and staff continue working towards celebrating our rich and diverse community.
- Parent/teacher conferences went well and were well-received.
- There are currently 130 School Policies forms outstanding, as well as 30 School Cash-on-Line outstanding.
- Interim reports – just a reminder that interim reports are not sent out for all students, (such as Mid-Terms) but are only sent to families of students who are struggling.
- Grad Photos have begun and photo booths have been set up.
- Drone video footage of Heritage Woods environs and inside the school and classes may become a project for some students at HW.
- Emergency Preparedness Forms are due – there may be a drill in the Spring that involves students having to be picked up/going home, so all information needs to be at up-to-date and at the office.
- Provincial Pro D is this Friday, Oct. 24, and many teachers have put in requests for workshops and conferences.
- October 29 is the Fall Music Concert.
- There has been a message sent home regarding Remembrance Day and family photo submissions. These personal stories and photos made a real difference during the assemble last year, and Cheryl is hoping to receive photos again this year to put into this year's assembly.
- The CLE Mock Interviews went very well again this year. Thank you to any parents who were able to come and interview the students.

7) New Business
- PAC Chair has contacted Port Moody Arts and Culture Council to discuss the resurfacing of 6 sculptures on the school grounds. The sculptures were dedicated to the North Shore Community Park in 2006 and created by the artist Carlos Basanta https://www.carlosbasanta.com/
- More information regarding the sculptures can be found at https://www.portmoody.ca/arts-culture-and-heritage/art-in-public-spaces/public-art/
- The sculptures are 20 years old and in need of refurbishing. PAC hopes to involve students in the trades program at HW in this project.
- The new picnic table that was ordered as a Legacy gift in honour of Todd Clerkson's 10 years as Principal at HW, will be delivered soon. It will be put outside the Principal's office near the entrance of the school. Date of the celebration will be decided.
- After Grad has already met once and will be meeting again soon. The executive committee will be formed soon.
- HW is starting a brand new team, the first ever All-Female Hockey Team!
  (HW has, for many years, won the Aggregate Sports Award because HW has so many sports teams, male and female, that do well, and this new team will be a great addition to an already amazing sports program already offered at HW.)

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Meeting Adjourned: Sheryl closed the meeting at 8:04 pm.

Next PAC Meeting: November 17, 2025.

Upcoming Events:

October 2025

- 22 – Career Fair
- 24– Pro D day

November 2025

- 11 – Remembrance Day (no school)
- 17 – PAC meeting
- 21 – Q1 marks posted
- 27 – Senior Tea

December 2025

- 19 – Last day of school before break

January 2025

- 5 – school reopens