PAC
Parents Advisory Committee

Heritage Woods Secondary School PAC Meeting
February 10, 7:00 pm – 8:30 pm, School Library

Attendance:

Administration:
Cheryl Woods (Principal)

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

Parents (2): Rochelle H., Fiona M
Administration: (1): Cheryl Woods
Total participants: 8

Meeting Format:
In person meeting.

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

Previous Minutes:
Minutes from last PAC meeting were passed.

Agenda:
1. Welcome
2. Guests: Grade 11 Textiles students
3. Treasurer's Update
4. Principal's Report
5. DPAC Report
6. After Grad
7. New Business
8. Participant's Questions and Answers

1) **Welcome:**
   - Welcome to members and parents present.

2) **Guests:** Grade 11 Textiles students
   - two students from the Textiles 11 class gave a presentation, highlighting the following:

1) Constant use and wear of sewing machines
    a. the machines have been used for 3-4 hours every school day for the past 21 years
    b. textile class enrolls around 200 students each year – one of the largest in district
2) Repairs are expensive – cost of repairs will soon exceed price of news machines
3) Inconvenient and frustrating for students
    a. Time wasted – can set students back by 45 minutes some days
    b. Students often spend $50 or more on fabric that is often ruined from machine issues
4) The students are asking for a class set of 26 sewing machines.
   Cost: $800 - $1000 per machine
   Total Cost: $20,000 - $26,000
   Cost spread over 20 years: $1000 - $1,300 per year
5) Ways to reduce cost:
    a) Sponsorships: Brands that support education
    b) Whole sale discounts: purchasing in bulk
    c) Grants or Fundraising: applying for grants or organizing fundraising

The textile students summarized: The sewing machines at the school are old, outdated, often break down, and make it frustrating to try to complete projects on these unreliable machines. The impact of the new investment in sewing machines will result in improved creating, learning, and succeeding, empowering students for years to come.

PAC members were very impressed with the clear, informative and impactful presentation, and very appreciative of the students' time and effort in presenting to PAC.

PAC questions and answers:

Q: Would it be better to buy digital or mechanical sewing machines?
A: Ms Lee is looking into what type to buy. She has all the specifications required and will work with the district to see what is best to get.

Q: Is there any way to get sponsorship/donations for new machines?
A: Cheryl has reached out to Ms Lee to see about getting new machines. They will meet and look at costing options, as well as a few sources of funding, such as PAC, Principal, Coquitlam Foundation, etc

Action Items:

a) Find out what PAC would normally give the Textiles department for the Teacher's Wish List.
b) Parents can reach out to see if there are any donors interested? (e.g. Fabricland? Michaels? etc.)
c) Cheryl will follow up and talk to Ms Lee in terms of specs and needs, etc.
d) Diane will draft a letter for parents to send/give to contacts, service groups, etc regarding donations.

We look forward to our next PAC meeting on March 10 when we meet a Grade 12 Philanthropy student who will give a presentation about the Philanthropy Club.

2) Treasurer's Report (Alina):

PAC

Parents Advisory Committee

Activities since last PAC meeting of Jan 2025:
- December invoices paid
- 3rd and last scholarship for 23/24 documents submitted by the student and paid
- parent donation cheque received from school and deposited on Feb 07: $9,700
- balances as of Feb 10:
  Operating Account: $14, 993.45
  Gaming Account: $26,909.98

3) Principal's Report (Ms. Woods):

1. Winter Formal great success – huge thank you to the parent and staff volunteers as well as Grad Council for all the planning, decorating, serving, cleaning. Students were very appreciative and respectful and polite. Very enjoyable evening.
2. Course selection evenings very well attended.
   Course Requests deadlines for next school year 2025-2026:

A reminder that the MyEd portal is open for course requests over the following dates:
For 9's going into 10:
Wednesday, Jan. 22nd – FRIDAY Feb. 14th2025
For 10's going into 11:
Thursday, Jan. 23rd– FRIDAY Feb. 21st2025
For 11's going into 12
FRIDAY, Jan. 24th– Friday Feb. 28th, 2025

3. Flex app roll out – going very well so far. Feedback from teachers is very positive as they commented on a palpable shift in the instructional use of the time already. We are working through the attendance part, ensuring everyone has a chance to be successful with the use of the app and taking accurate attendance before we start sending emails home to families next week for grades 9-11, the following week for grade 12's. Attendance in Grand Hall with grade 12's was very high today and we anticipate it will continue to improve with the QR code attendance and Woods' café.
4. Mostly positive feedback regarding the work we are doing on shifting cell phone culture in the building. Some students and families would like us to go a step further and restrict cell phone use at school from beginning to end of day, similar to middle/elementary school. Spirit of the legislation is to restrict high school aged students less to afford them the opportunity to prepare for transitioning to the adult world while still having limits so as to minimize disruptions during instructional time. We are hopeful that over time, students coming from a more restricted middle school environment will be more amenable to learning how to respect healthy boundaries for the use of personal digital devices.
5. We are excited to host the first Unified Winter Wonderland Dance – Thursday, February 20th in the Grand Hall 5-7pm. This is a Philanthropy student led initiative with the support of Ms. Jarvis and Ms. Saloustros and Mr. Hyde with staff from schools around the district supporting the event.
6. AfterGrad fundraiser – Saturday, February 22nd 5:45-10:00pm at Site B
   Tickets $40 - available at https://www.eventbrite.ca/e/1149520469669?aff=oddtdtcreator

7. School Cross Catchment apps close 4pm February 12th. District will determine space and put offers out via the lottery process the week of March 3rd.
8. Italy Spring Break trip – parent info meeting Thursday, February 27th in the library at 4:00 pm
9. Pro-D day – Friday, February 28th
10. School Musical – The Drowsy Chaperone opens Friday, February 28th and runs through Mar 1, 7th and closing night on March 8th.
11. Pops Concert in the Theatre and Grand Hall – Wednesday, March 5th
12. Interims – emailed home Thursday/Friday, March 6/7th
13. CLE 10 Mock Interview Day – Wednesday, March 12th
14. Early dismissal and Parent Teacher Interviews – Thursday, March 13th
15. Last day prior to Spring Break - Friday, March 14th. School re-opens Monday, March, 31st

4) DPAC Report (Grace)

DPAC General Meeting- WEDNESDAY, January 29, 2025 – 7:00 PM Via Zoom

1. Superintendent's report - Nadine Tambellini
    - Moved to the new superintendent role, she will oversee the district's Directions 2030 initiative, a long-term strategic plan that follows Directions 2025.
    - Andrea Hunter will be the new Assistant-Superintendent for Learning Services starting Feb 1st.
    - Jeremy Clark currently the principal of Port Moody Secondary School, will take over as Assistant Superintendent on Feb 16th.

2. Presentation on Technology and Artificial Intelligence – Stephen Whiffen
    - The focus is on generative artificial intelligence and its role in creating dynamic learning experiences and overcoming barriers.
    - Emphasis is on the importance of training students and teachers to recognize and use AI safely and critically.
    - The presentation covers the importance of AI in middle and secondary education.

3. Details on Microsoft Copilot and AI implementation:
    - Microsoft Copilot is integrated with Microsoft 365 tools, making it easy for students and teachers to use.
    - Copilot has guardrails to prevent misuse and ensure data privacy.
    - The district has been the first in Canada to get access to the 13+ version of Copilot, which includes additional controls.

4. The district put efforts into educating teachers and students on AI. The district encourages a balance between technology and traditional methods, with a focus on formative assessment and diverse methods.

Looking Ahead:

- Rosey Manhas is running for Coquitlam School Board Trustee
- Stand-Alone Session on February 12, 2025 in person at ELC (focus on Anti-racism, mental health, etc.)
- Next General Meeting February 26, 2025 via Zoom

6) After Grad (Sheryl)

Sheryl reported that fundraising is going well. They have already $17,000 out of their $25,000 goal.

There is an upcoming AfterGrad fundraiser – Saturday, February 22nd 5:45-10:00pm at Site B
Tickets $40 - available at https://www.eventbrite.ca/e/1149520469669?aff=oddtdtcreator

7) New Business

Q: A parent was checking in about students needing food.
A: Cheryl explained that staff at HW keep working to ensure that anyone who needs food is able to receive it. Staff give out Kodiak cash, healthy snacks, etc, when needed, but it is sometimes difficult to identify students who need help and to know how to best support needy families in a non-stigmatized way. Staff do wrap around families that do identify their needs with assistance such as fees waived, food cards, and removal of financial barriers. HW does have a fairly healthy budget for this and does its best to provide for all who need it.
A parent volunteered to help, if needed.

Meeting Adjourned: Diane closed the meeting at 8:30pm. Seconded by Sheryl.

Next PAC Meeting: March 10, 2025.

Upcoming Events:

February 2025

6 – Winter Formal
10 – PAC Meeting
10 – Photo Day
17 – Family Day (no school)
26 – Pink Shirt Day
28 – Pro D Day

March 2025

10 – PAC Meeting
13 – Parent Teacher meetings
14 – last day before March Break