PAC
Parents Advisory Committee

Heritage Woods Secondary School
Annual General Meeting PAC
May 25, 2026, 7:00 pm School Library

Attendance:
Administration:
Cheryl Woods (Principal)

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

Parents (2) Michael F-L, Sue C., Sharon V-R

Total participants: 8

Meeting Format:
In person meeting.

Call to Order:
Diane called the meeting to order at 7:05pm.

Previous Minutes:
Minutes from last PAC meeting were approved.

Agenda:
1. Welcome
2. Chair Update
3. Treasurer's Update
4. DPAC Update
5. Principal's Update

1) Welcome (Diane)
   - Welcome to members and parents present.

2) Chair Update (Sheryl)
   A) **Grand Hall Community Art Project** – Celebrating the Arts at HWSS with a mural project (20th HWSS graduating class and 60th anniversary of Port Moody Arts association in 2027.) Interested

HWSS student artists have been identified and contacted with an invitation to express their interest.

- A list of materials needed for mural was presented to PAC with request for donation of $1160.
- A motion was accepted to budget $1200 towards the Art Project (pending available funds before starting the art project).

B) Acknowledgement : Teachers' Luncheon – Thank you to parents and caregivers for donations. Teachers were very appreciative and shared kind words for PAC members and their dedicated support for this event annually

C) Textiles fundraising end year update:

- Total funds raised:
- Kona Ice on May 28 – 25% back to school. Fundraising for Textile
- Quilts and Cash Lotto – will move ahead on October 2026. BC Gaming Event license application has been submitted

3) Treasurer's Update (Alina)

- The only expenditure since last PAC meeting was for staff lunch – overall under budget due to savings coordinated by Sheryl.
- The remaining funds from the staff lunch are proposed for redirecting funds toward the Grand Hall Community Art Project. A list of materials needed for mural was presented to PAC with request for donation of $1160. A motion was accepted to budget $1200 towards the Art Project (pending available funds before starting the art project).
- Invoices from school for expenditures up to April were received and will be processed in the following weeks.

4)

5) DPAC Update (Grace)

DPAC Meeting
WEDNESDAY, April 29, 2026 – 7:00 PM, in person

1. Superintendent's Report – Nadine Tambellini
   - The district passed a solid budget, really met the needs of all our kids, and avoided layoffs, despite declining enrollment.
   - Administrators were reassigned on May 5.
   - An emergency release occurred on May 15.
   - As direction 2030, the district finalized action plans at the leadership meeting, ready for board review. Plans will be updated annually and reported to stakeholders as living documents.
2. Assistant Director of Communications – Ken Hoff
   - There was a survey completed about a month ago on school communication. Ken Hoff presented survey results and the new website they are about to launch.
   - The district plans to incorporate feedback and develop a communication app.
3. Looking Ahead - next meeting, DPAC AGM – May 27th (in person)

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6) Principal's Report (Ms. Woods)
- Big thank you's go to Shannon, and Diane, for their 10 years of service on PAC.
- At the Staff Appreciation Lunch, teachers gave PAC a heartfelt and touching thank you.
- Teacher postings are out this week.
- Calendar for next year includes a 3-day semester turnaround.
- The Code of Conduct may be amended to set some expectations around AI glasses in school, parent input is appreciated.
- Grade Dinner Dance is coming up on June 10.
- Unified Track and Field Meet is on June 17.
- On June 17, this year's Yearbook comes out, and it is in high demand.
- Commencement at SFU on June 20 – rehearsal and gown distribution is on June 18.
- Marks are published June 25.
- Awards are given on June 25.

7) Elections:
Chair: Sheryl – all approved
Vice-Chair: Sue – all approved
Secretary – Leah - all approved
Treasurer – Alina – all approved
DPAC – Grace – all approved

Meeting Adjourned: Diane closed the meeting at 8:10 pm.

Next PAC Meeting: September 2026

Upcoming Events:

June 2026
6 Graduation Dinner Dance
20 Graduation Commencement Ceremony
25 Last day for all students
26 Administrative Day