

Laura Secord PAC Annual General Meeting Minutes

Wednesday, May 27, 2026, 6:30 - 8 pm

Attendees: PAC Chair (Anna Bishop), Treasurer (Jenna Siddle), Secretaries (Lindsay Macmillan and Jacob Elias), Communications Coordinator (Deborah So), Members at Large (Libby Kelly, Lori Sahlen, Lydia Wagner)

Admin/Staff: Laurent Brisebois

Territory Acknowledgement and Opening

- The meeting was opened by PAC Executive Chair, Anna Bishop at 6:30 pm.

Approval of Last Meeting Minutes

- Anna Bishop moved to approve the minutes from the Laura Secord PAC general meeting on February 25, 2026. **The motion was approved.**

Approval of Agenda

- The meeting agenda was approved.

Admin Update and Q&A (Laurent Brisebois)

- Laurent provided an overview of recent and upcoming events including:
 - The “On Our Way to Kindergarten” event was held on May 25.
 - Secord’s final track meet will be at Van Tech on June 3 for the full day.
 - Intermediate Sports Day on June 4.
 - Two days of cycling for the grades 6 and 7 on June 9 and 11.
 - The grade 6/7 dance on June 12 from 6 to 8:30 pm.
 - Grade 7 moving on ceremony on June 17 from 1 to 3 pm.
- He thanked the PAC for booking the Dabke Dance workshop which had been well received.
- Report cards would be sent home on June 23. If students are away that day, parents can contact Secord admin to arrange pick-up before the end of the year or arrange pick-up in September.
- Secord admin was busy hiring and ordering supplies and furniture to prepare for its expansion by two divisions in September, making it the biggest elementary in East Vancouver.
- Laurent reported that sadly he had been assigned to a new role at Lord Roberts Elementary for September. However, Vice Principle Stephanie McDonald will remain in her role and Secord’s new Principal will be announced the following week. He noted gratitude to the Secord PAC, staff and families for being a great community to work with over the past 7 years. Laurent was thanked by those present for the amazing work he’s done during his term as Principal and for his dedication and leadership to Secord’s students, staff and community.

Treasurer’s Report and Budget Proposal (Jenna Siddle)

- Jenna provided an overview of the Secord’s status on the 2025-26 budget:
 - Year-to-date: Secord was in a good financial position thanks to the previous year’s fundraising. Roughly \$40,000 had been raised this school year (excluding funds raised for Evans Lake), and was expected to be roughly \$55,500 by the school year’s end.
 - Carnival raised almost \$10,000 (\$3,000 more than last year), Created by Kids raised \$3,000 and the silent auction raised \$13,000.
 - For expenses, \$30,500 has been budgeted:
 - \$21,000 was supplied to fund teachers and student learning.
 - The Dabke Dance performance was just over \$3,500, but \$3,333 was received by private donation.
 - \$600 has been provided to fund new track and field equipment.

- For Evans Lake, \$23,000 has been raised so far and gift card and Pie Hole sales were still running to hopefully reach Secord's \$30,000 fundraising goal.
 - It was noted that if the grade 7 camp is discontinued in the future, fundraising would continue to fund some sort of alternative outdoor learning experience.
 - The grade 7 Evans Lake camp will take place September 23 to 25, 2026.
- Jenna provided an overview of Secord's 2026-27 budget which has been approved by the PAC. She noted that the budget is set up based on the fundraising done during the previous year and Secord has a very good cash balance which can potentially fund two years of expenses.
 - Events
 - \$6,390 was set to fund the pumpkin patch, sports day treats, and miscellaneous.
 - \$1,000 is budgeted for next year's Pumpkin patch as collecting family donations worked out so well in 2025.
 - It was noted that if parents have ideas for additional events or presentations (with awareness that initiatives need to be run by volunteers), they are invited to submit them to Secord's administration and copy the PAC Chair.
 - Grad
 - \$7,400 is set to fund the Evans Lake trip, grad hoodies and the grad ceremony.
 - The subsidy request is up from \$5,000 in 2025-26 to \$7,000, back to what the subsidy has historically been. All additional funds are raised by the PAC.
 - For grad hoodies, funding remains available for families requiring assistance.
 - PAC Operations
 - Paid for a DPAC rep, the Greening Committee, office supplies, child care at PAC meetings and staff recognition such as thank you gifts.
 - School Wide Funding and Programs
 - Student learning fund for in-class learning tools, increases to \$26 per student.
 - Teachers fund increases from \$150 per teacher to \$225 for additional in-class tools and supplies that aren't provided by the school, as well as \$100 per Resource Teacher, \$100 for per Student Support Teacher and \$100 for the school's Youth and Family Worker.
 - Matching funds for sports and technology each increases by \$50.
 - Presentation fund increases to \$5,000 and will include a cyber intelligence presentation, which will now be presented annually.
 - \$4,000 has been set aside for interactive arts events, such as music, another type of dance, or wheelchair basketball.
 - Track and field subsidy increases to \$600 for equipment.
 - This year's expenses were just shy of \$53,000 and \$56,000 was budgeted for 2026-27.
 - There was discussion about whether remaining funds could go to teachers, but it was noted that the classroom fund for teachers has increased by 50 per cent (up \$75, from \$150 to \$225), as well as an increased student fund.
 - Special Funding
 - A funding request of \$2,500 for literacy bins to support in-class learning as well as \$8,800 for new iPads has also been approved by the PAC.
 - Total expenses of \$64,000.
 - There was discussion about funding for the grade 6/7 dance. It was noted that it wasn't a set fund on the budget, but \$500 is set aside annually as contingent seed money; money is collected via donations and fundraising since the event only benefits grade 6 and 7, not the whole school, and there are several grade 7 fundraising initiatives already.
 - There was discussion about funding for neuro-divergent learning tools and it was noted that they were covered under the student learning fund.

- **Motion to approve the budget for the 2026/27 school next year was passed unanimously.**

Vote in New 2026/2027 PAC Exec

- Anna read out the PAC Executive positions and nominees for each. The results were as follows:
 - Chair - Jacob Elias, won by acclamation
 - Vice Chair – Natalie Charbonneau, won by acclamation
 - Treasurer - Jenna Siddle, won by acclamation
 - Secretary - two nominees would share job as co, Sam Hyman and Lindsay Macmillan
 - Communications Coordinator - Deborah Schratter, won by acclamation
 - DPAC Rep - Emily Galer, won by acclamation
- Members at Large, all won by acclamation
 - Kalen Chang
 - Maggie Hasspacher
 - Libby Kelly
 - Bridgette Leeson
 - Melanie Leitner
 - Courtenay Morrice
 - Alyssa Saddler (who also volunteered to assist with PAC communications including Secord's social media, newsletter and website as needed)
 - Lori Sahlen
 - Taryn Sanderson
 - Miriam Torchinsky (who also volunteered to apprentice as PAC Treasurer for 2027-28)
 - Lydia Wagner
 - It was noted that each Member at Large was required to coordinate a fundraising effort during the school year (e.g., family photo night or gift card sales).
 - A PAC Exec meeting would be held in late June and another in late August (dates to follow) for both the current as well as newly nominated PAC members.

Upcoming Events

- Intermediate Sports Day will be held on June 4 and Primary Play Day on June 22. Volunteers are needed to hand out popsicles at around 2:30 pm (**Lori volunteered to help**) and to hand out pizza (timing TBD). Anna will put out a call for volunteers.
- A teacher appreciation breakfast will take place on June 26 which is funded by Secord family donations. Families will receive a call to donate.

Review of the Year (Open Floor)

- Anna thanked the PAC Exec and members for their work over the past year, noting that it has been a great year of parent volunteering and well-run events. She also thanked Laurent for an amazing job as Principal over the past 7 years. Anna was thanked for her dedication to the Secord community and for all of her hard work during her 4 years as PAC Chair.

Meeting Adjournment

Meeting was adjourned at 7:24 pm and everyone was thanked for attending the AGM.