Minutes - Port Guichon School AGM
May 12, 2026

In Attendance

Charlotte Montgomery, Kelsey Spires, Charlene Vuilleumier, Chelsea Mackenzie, Boyd Mackenzie, Ian Rolls, Bonnie Froh, Alisa Sayce, Michelle Cohen, Brianna Waterman, Megan Hughes, Zabrina Labbe, Lauren Keating, Merilee McCaffery, Hilary Walker, Jeff Zell, Liane Brown, Rae-Lynn Rolls, Judy Hsu

1. Call to order – Merilee at 6:31 p.m.
2. Quorum established.
3. Agenda adopted by Hilary Walker, seconded by Rae-Lynn Rolls.
4. Previous minutes approved by Zabrina Labbe and Chelsea Mackenzie.
5. Executive & committee reports

- Chair – Merilee McCaffery

Like many PACs, this year came with challenges. At times it has been difficult top spend countless volunteer hours supporting the school while also feeling questioned on our intentions or goals. Every single person on this executive is simply a parent who wants the very best for our school community and all of the kids in it- not just our own.

Behind the scenes there are late nights, meetings, event planning, emails, budgeting, fundraising and countless small things that often go unseen. Many of us spend our own money on photocopying, staff treats, meeting supplies and extras along the way simply because we care deeply about creating a positive school experience for everyone.

What many people many not realise is that every member of this executive also works full-time jobs, has families and has children involved in sports and activities outside of school. Even if it sometimes feels that we live at the school, the reality is that being involved with PAC often means sacrificing time with our own families in order to support the larger school community.

This year was made even more challenging as we navigated one of the lowest starting PAC budgets the school has seen in years. Despite that, this group continued to show up, support events, make thoughtful decisions and do everything possible to create opportunities for students and staff.

To maintain how PAC has been spending years previous, we needed to raise a minimum of $9000 JUST for what was covered this year. Beyond that, we are excited to use the extra funds towards a new school mural for the front of the building, new jerseys for track & field/sports events etc. We as a PAC have a goal to increase positivity, brighten up the space and make it a wonderful, colourful space for the kids and staff.

I am incredibly proud of this team, the care they've shown and the countless hours they've given to this school. I hope our parent community knows that every decision has always been made with the best intentions and with the students at the centre of it all.

Thank you to everyone who volunteered, supported events, attended meetings, donated, or simply encouraged us along the way.

- Treasurer - Megan Hughes
  - Current balance: $12,150.
  - Outstanding funds: recent Movie Night revenue - $285.
  - Upcoming expense: camp cheque for $2050.
  - Adjusted balance: $10,385.
  - Current gaming grant balance: $2,618, with some pending expenses ($200 for updates to the nursing room and $250 for the new school banner).

The proposed 2026/2027 budget was discussed.
Budget questions :

1. Why is the Grade 7 allocation $10 per student instead of $25? Due to this year's budget constraints. The PAC does not decide how the funds are spent; that is up to the Grade 7 parents.
2. Why replace the mural at the front of the school? It has faded and needs a more modern replacement. This is a second-tier priority.
3. What is happening with camp this year? The PAC does not make that decision; it is up to the principal. Mrs. Callander said camp may look different this year, and discussions are ongoing.

Report and budget accepted by Liane Brown and Chelsea Mackenzie.

- Movie Nights – Chelsea Mackenzie: The most recent event was very successful, especially the fries. Square payments made a big difference and increased revenue. Next year, the same number of movie nights will continue, with a focus on newer films.
- Hot Lunch – Hilary Walker: The four hot lunches this year made $1,545 in profit. Monthly hot lunches may be considered next year if more volunteers are available.
- Spring Fair – Rae-Lynn Rolls: This year's fair will feature new activities, two large inflatables, a fire truck, and an ambulance for children to explore. The online raffle has been popular so far.
- Fundraising – Charlene Vuilleumier: Neufelds opens on May 14 and will be the final fundraiser of the school year.

6. New business

- New bylaws – Merilee reviewed the updates, including the new Member at Large role and attendance expectations for the PAC executive.

Question: Could the meeting schedule be set for the full year in advance? Response: No. Because schedules vary, each meeting is scheduled at the previous one, providing about one month's notice.

7. Elections

- Chair – Merilee was the only nominee (nominated by Charlene) and was re-elected.
- Vice Chair – Hilary was nominated by Charlotte and Charlene self-nominated. After a vote, Charlene was elected.
- Treasurer – Megan was the only nominee (nominated by Kelsey) and was re-elected.
- Secretary – Charlotte was the only nominee (nominated by Merilee) and was re-elected.
- DPAC Rep – Bonnie is stepping down. Liane Brown self-nominated and was elected.
- Member at Large 1 – Hot Lunch – Hilary and Alisa volunteered. After a vote, Hilary was elected.
- Member at Large 2 – Events – Rae-Lynn self-nominated and was re-elected.
- Member at Large 3 – Movie Nights – Kelsey Spires self-nominated and was elected.
- Grade 6/7 Rep – To be decided in September.

8. Other business: call for Spring Fair volunteers.

Meeting adjourned by Merilee at 7:38 p.m.
Next PAC meeting: June 16 at 6:30 p.m.