



École Marlborough Elementary School

6060 Marlborough Avenue, Burnaby, B.C. V5H 3L7 Phone: (604) 296-9021

PAC (Parent Advisory Council) General Meeting

Monday, September 28th, 2026 – 6:30-8:00pm

Location: West Building Library

Attendance:

- PAC Executive Members: Tanja Scekcic Ivkovic (Acting Chair/CPF), Cassandra Vandusen (Acting Vice Chair/Member-at-large), Yedian (Edie) Cheng (Treasurer), Stephanie Baker (Secretary #1), Zara Toor (Secretary #2), Michelle Siebert (Member-at-Large), Mill Tsang (CPF Representative)
- School Representatives: Principal – Bruce Cornell, Vice-Principal – Deanna Sue, Head Teacher – Teresa Toth
- Additional Parents: 17

1. Welcome, Introductions and House Rules

2. Approval of the Agenda

- Motioned, seconded, approved

3. Principal's Report

- 1005 students, 43 divisions (15 French, 28 English)
- Staffing: fully staffed with some competition for jobs
- Cross country – Ms Bucovaz coaching, 100 children, first meet this week
- Pumpkin patch pumpkins ordered, this may be our last year from this farm, will have to price out other options
- No affordability grant again this year – helps reduce field trip costs, help families with food
- Cyber incident affecting communications system, phones are back online but do not have full access to systems, continue to email/use online form to report absences

4. Approval of May 27th, 2026 AGM Minutes

- Motioned, seconded, approved

5. President's Report (Tanja)

- PAC Purposes and Objectives:
 - Liaison between parents and administration, advocacy
 - Fundraising to provide support for field trips, events, resources
- Health & Safety:
 - Emergency supply project:
 - Families are supposed to provide comfort kits for children
 - Backpacks for classrooms – emergency essentials
 - We cannot install new storage container until playground extension is completed, hopefully by end of January



École Marlborough Elementary School

6060 Marlborough Avenue, Burnaby, B.C. V5H 3L7 Phone: (604) 296-9021

- Traffic safety – ongoing conversations with school, district, city, ICBC pilot project regarding, traffic, parking, crosswalks
- Nearby construction sites (Newton & Marlborough/Nelson & Newton) – city and construction company will try to minimize disruptions to school traffic and parking
- Grounds improvement: outdoor classroom on east field – waiting on district to place the rocks
 - Painting: waiting on dry weather to complete
- Walking school bus pilot project: survey went out in summer
 - Some families initially signed up and have dropped out
 - Currently running one route
 - Need more participants and volunteers to expand
- Fundraisers:
 - Donations
 - Ongoing: Fun Lunch, Mabel's Labels, COBS Bakery Edmonds
 - Seasonal: SunOka Apples (deadline Oct 6), Purdy's chocolates Christmas, Neufeld Farms, Poinsettias
- Events:
 - Pumpkin patch on Thursday Oct 29th. Volunteers needed to help make and serve hot chocolate. PAC pays the difference for pumpkins, after parent contributions
 - Halloween Parade on Friday Oct 30th. PAC table and coffee by donation
- Scholastic Book Fair
 - November 2nd – November 6th, West Library
 - Volunteers needed – classroom timeslots, some days after school
- Standing committees: Fundraising, Fun Lunch, Book Fair, Grade 7 Graduation (needs to form for this year)
- Volunteers sign up online using SignUp Genius
- Communications: email Wednesdays, emails through MunchALunch, Facebook page, notice boards

6. Nominations and Voting

- DPAC Representative – 2 positions
 - Nominations: Leila V, Cindy Lee – both receive positions by acclamation
- Member-at-Large – 1 position
 - Nominations: Teresa, Florence
 - Vote by silent ballot: Teresa received 18 votes, Florence 6; Teresa is elected

7. Treasurer's Report (Edie)

- Financial Statement
- Gaming Grant update – government funding, criteria for spending, amount based on number of students - \$20,540 for this year, will receive early October
- Budget for school year 2026/27



École Marlborough Elementary School

6060 Marlborough Avenue, Burnaby, B.C. V5H 3L7 Phone: (604) 296-9021

- Fundraising expenditures are high because we have to pay vendors
- Grade 7 budget is revenue-neutral (all funds raised are spent on grad)
- Proposal to amend budget for \$200 for knitting/crochet club
 - Moved (Cassandra), seconded (Leila); approved
- New Signing officer to be added – Cassandra Vandusen

8. CPF Report (Mill)

- Haven't had first meeting yet
- Runs activities like French lessons for parents, ice skating, French movie

9. Fun Lunch Committee (Cassandra)

- MunchALunch upgraded website - more user-friendly, more reports for organizers
- New Schedule – every week (Wednesdays, except when Stat holiday)
- Vendors: Old (Fresh Slice, Subway, Umi Sushi, BaoHaus, COBS, White Spot) and new (Mucho Burrito, Agra Tandoori, Chong Qing)
- White Spot Pirate Pak vouchers
- Volunteers needed, see link on MuchALunch

10. Grade 7 Graduation Committee (Cassandra)

- Committee to be formed
- Fundraisers: hot lunch (alternate between PAC and Gr. 7), apples, freezies
- Leftover money from last year is being donated forward

11. Communication

- School Website: <https://marlborough.burnabyschools.ca/>
- PAC Facebook Page: [École Marlborough Elementary | Burnaby BC | Facebook](#)
- PAC: marlboroughpacd41@gmail.com
- Hot Lunch: marlboroughfunlunch@gmail.com
- Book Fair: marlboroughbookfair@gmail.com
- Reporting Absences: 604-296-9021 press 2 (currently using email due to cyber incident - see temporary school webpage)

12. General Meeting Schedule

October	Mon, Oct 26 at 6:30pm (Zoom)
November	Mon, Nov 30 th at 6:30pm (Zoom)
January	TBD
February	TBD
April	TBD
May	TBD (in person)

13. Questions and Answers

- None



École Marlborough Elementary School

6060 Marlborough Avenue, Burnaby, B.C. V5H 3L7 Phone: (604) 296-9021

Meeting adjourned 7:59pm

Next General Meeting: Monday, October 26th, 2026 at 6:30pm on Zoom