



Meeting Minutes

Date: Tuesday, Dec 12, 2023

Time of Commencement: 6:41 PM

Time of Adjournment: 7:24 PM

Location: Onsite & Virtual

Attendance: Jill, Anthony, Karen, Lynnessa

Absentees: Harman, Ann

Land Acknowledgement by Jill

Welcome New Members: N/A

Vice Principal's Update

Upcoming Events

- Community, Conversation, and Coffee on Friday (the 15th) – in the MUSIC ROOM
- Schoolwide Singalong on Monday (the 18th); parents are welcome to attend
- Pancake Breakfast on Thursday (the 21st), plus pajama day and bingo

Updates

- Interior painting of school classrooms; classes in the library while individual classrooms are being painted
- Learning Updates (formerly known as Report Cards)
 - Most parents have registered.
- Toy Drive is over; have items for families in need plus will be adding food drive items for three families at Rosser
 - Ms. Peachey volunteers at Food Bank so last day was an ask for money donations
- Finalizing earthquake bin contents and plan
 - Have supplies from district but need more
 - There will a full evacuation drill in late May. Parents will need to pick up their students

Approval of minutes

- Nov 2023 minutes approval record – Karen, Anthony

Treasurer's update

- Main - \$16,257.33
- Gaming - \$4582.15



- District - \$874.38
 - \$20 and \$350 – no memo for what they are for. Will need to decide what to do with these funds.
 - Could use this money for tennis or other similar activities.
- Operating Grant was received; \$144.35
- Anthony to order new cheques for the gaming account and will get the correct name on the new cheques.

Updated Details Dec 25, 2023

Class Reimbursables Allocation Status:

Sum of Total Amount of the Cheque Row Labels	Column Labels Chui (ELL/PE)	Division 2	Division 3	Division 4	Division 4 - Ms Hull (Gr 3/4)	Division 5 - Ms Branco (Gr 2/3)	Division 6 - Ms Errico (Gr 1/2)	Division 7	Division 8 - Mrs Pastora (Gr K)	Library	Grand Total
Books										\$214.76	\$ 214.76
Class Consumables	\$ 92.37				\$ 200.00	\$ 183.66	\$ 58.43		\$ 20.32		\$ 554.78
Field Trip		\$ 120.00	\$ 500.00	\$ 400.00		\$ 380.00		\$ 360.00			\$1,760.00
Grand Total	\$ 92.37	\$ 120.00	\$ 500.00	\$ 400.00	\$ 200.00	\$ 563.66	\$ 58.43	\$ 360.00	\$ 20.32	\$ 214.76	\$2,529.54

Committed Reimbursables, not yet cashed:

Sum of Total Amount of the Cheque Row Labels	Column Labels Chui (ELL/PE)	Division 2	Division 3	Division 4	Division 5 - Ms Branco (Gr 2/3)	Division 7	Grand Total
Class Consumables	\$ 92.37						\$ 92.37
Field Trip		\$ 120.00	\$ 500.00	\$ 400.00	\$ 380.00	\$ 360.00	\$1,760.00
Grand Total	\$ 92.37	\$ 120.00	\$ 500.00	\$ 400.00	\$ 380.00	\$ 360.00	\$1,852.37



ROSSER PAC

YTD Budget Comparison (see screen cap):

	Original Budget	YTD 2023-12-25	
Sum of Accounting			
Row Labels	2023-08a	Grand Total	
⊕ Fundraiser Account: 100082215978		\$ -	
⊖ Gaming Account 100068167850	-\$ 2,612.85	\$ 4,572.15	
Opening Balance	\$ 1,422.15	\$ 1,422.15	
50/50	\$ 1,000.00	\$ -	
Dance/Jazz	-\$ 1,250.00	\$ -	
Drumming	-\$ 2,500.00	\$ -	
Field Trips	-\$ 3,200.00	\$ -	
Gaming Grant	\$ 3,200.00	\$ 3,160.00	
Gaming License	-\$ 35.00	-\$ 10.00	
Holiday Baskets		\$ -	
Pumpkin Patch		\$ -	
Soccer		\$ -	
Tennis	-\$ 1,250.00	\$ -	
Ultimate Frisbe		\$ -	
⊖ Main Account: 100068064297	\$ 13,449.23	\$ 14,090.20	
Opening Balance	\$ 11,615.87	\$ 11,245.91	
BankInterest		\$ 16.98	
BottleDrive	\$ 750.00	\$ 337.60	
Classroom Consumables	-\$ 2,400.00	-\$ 462.41	
Coffee/Conversations		\$ -	
Corrections		\$ -	
Donation2PAC		\$ -	
FruitVeggie	-\$ 400.00	\$ -	
FundApples		\$ 394.00	
FundBookstore		\$ -	
FundCOBS	\$ 85.00	\$ -	
FundFamilyPhoto	\$ 345.00	\$ 37.41	\$406.17 Actual (\$368.76 2022/23 Carry Over exp)
FundGiftCard	\$ 919.00	\$ 447.15	
FundNeufeld	\$ 447.00	\$ 679.00	
FundPlant	\$ 607.08	\$ -	
FundPurdys	\$ 461.60	\$ 449.99	
Goodie Bags	-\$ 300.00	\$ -	
Grade 7 Graduation	-\$ 150.00	\$ -	
Grade 7/6 Camp		\$ -	
Gymastics		-\$ 1,549.50	
HotLunch	\$ 7,500.00	\$ 4,135.46	
Library/Class Books	-\$ 500.00	-\$ 214.76	
MinimartExp	-\$ 300.00	\$ -	
NeedyFamily	-\$ 500.00	-\$ 1,000.00	
PAC Expenses	-\$ 250.00	-\$ 45.70	
PACGrant	\$ 150.00	\$ 144.35	
Pancake Breakfast	-\$ 200.00	\$ -	
Planners	-\$ 1,131.32	-\$ 1,070.17	
Scholarship Program	-\$ 500.00	\$ -	
Speakers/Guests	-\$ 1,500.00	\$ -	
Spirit Wear		\$ 174.93	
Sports Day	-\$ 800.00	\$ -	
Staff Appreciation	-\$ 500.00	\$ -	
TDGrant		\$ 369.96	Carry Over 2022/23
Year End Picnic		\$ -	
⊖ MiniMart Account: 100089591637		\$ 133.76	
Opening Balance		\$ 133.76	
⊖ Rosser District Account for PAC		\$ 874.38	
Opening Balance		\$ 504.38	
Donation2PAC		\$ 370.00	
⊖ (blank)			
(blank)			
Grand Total	\$ 10,836.38	\$ 19,670.49	



DPAC update

- N/A

Fundraisers / Activities

- **Hot Lunch Updates**
 - November \$1039.00 profit
 - Will likely narrow down the number of vendors
 - Have the thermal bags for transporting food
 - No hot lunch on pancake breakfast day
 - January schedule is ready to go.
 - Oranges/milk for Fruit/Veggie program arrived; will be distributed tomorrow
 - Hot lunch on Thursday for field trip children will be distributed after school when they come back from the field trip.
 - There is a email function in the program for \$75.00 that we could pay for it if we wanted to us it but Jill can send out emails for us if needed.
- **Pancake Breakfast**
 - Food has been purchased
 - Need Santa & Elf
 - No Elf
 - Nick will be Santa
 - Costumes have been located
 - Will use Save-On Food gift card to buy cream, milk, and syrup
 - Have griddles, people will be brining hand mixers
- **Purdy's Update**
 - Profit: \$449.99
- **Gift Cards Update**
 - Profit: \$447.15
- **Neufeld's Update**
 - Profit: \$659.00
- Total for all three: \$1576.14
- **50/50 Draw**
 - First draw is in January

Other

- **Spirit wear update**
 - ~\$400 profit
 - Consider yellow, blue, and red as colours for t-shirts for Sports Day house colours
 - Could consider other non-clothing items such as totes, keychains, and hats/sweatpants
 - Will run again in January as there were some parents that missed out ordering the first round
 - Could also advertise on Facebook for alumni and also for the 100th anniversary
- **Open Roles**



- **Assistant Treasurer role**
 - Sort data
 - Anthony need to develop a job description in the new year
- **Vice-chair for upcoming year**
- **DPAC Rep**
 - Need to follow up with Ann
- **Toy Drive Update**
 - From Jill: ¼ of Jill's office was full of toys; Jill took some of the toys to save for Rosser families in need.
- **Parent Feedback**
 - Nothing tonight
- **Parent Email about Rosser Experience**
 - Karen will contact her
- **Eye Level Learning Centre**
 - What I have in mind is simply ask the PAC to let the parents know that there is a fundraising partnership between the school PAC and Eye Level Learning Centre of Burnaby (2 in the city) and if a Rosser student registers and studies at our centre, we will donate/share 3% of the gross tuition to the school EVERY MONTH. For example, I have a grade 6 currently studying at my centre, he is paying \$165 a month to me, therefore, if we have a partnership, I will donate \$5 a month to the school each month the child is studying at my centre.
 - Jill will need to look into it. She has concerns about advertising for them.
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Action Items

- **PAC Execs:**
 - Done: Lisa: Advertise and sort out delivery of Toys from Toy Drive
- **Jill:**
 - Done: Look into Ryan's Rainbow food drive
 - Provide a budget for Centennial Celebration – more in the new year
 - Fulfilling wishlist
 - Finalizing earthquake bin contents and plan
- **Karen:**
 - Done: Purchase Gift cards for families in need; gift cards \$600 for 3 families now and \$400 to be kept in safe for later in the year.
 - Done: Organize Gift Card Fundraiser
 - Update Generic Donation Letter and plan schedule to send it out in January
 - Organize 50/50 Draw
- **Harman:**
 - Goodie bags
- **Ann & Lisa**
 - Done: Arrange donations for pancake breakfast



- Lisa:
 - Done: Organize Toy Drive
- Lynnessa:
 - Connect with Subway vendor on quality of subway sandwiches after next order
 - Was waiting for the 2nd time. Need feedback for the 2nd time. Lynnessa will ask parents for feedback on Whatsapp.
 - Send out another reminder for the Hot Lunch survey

Next meeting – Jan. 16, Tuesday – 6:30pm at School Library or Virtually