



# Meeting Minutes

**Date:** Tuesday, May 14, 2024

**Time of Commencement:** 6:30 PM

**Time of Adjournment:** 8:00 PM

**Location:** Onsite & Virtual

**Attendance:** Jill, Karen, Ann, Lynnessa, Anthony, Cathy

**Absentees:** Harman

*Land Acknowledgement by Jill*

*Welcome New Members*

- Cathy attended the meeting

*Vice Principal's Update*

- **Fire Fundraising Update**
  - Grand Total: \$5170.00
  - Cheques have been provided to the three affected families.
- **Recent School Events**
  - Intermediate Choral Festival
  - District Track Meet
  - Sharing Our Voices – Speech Event
  - Spring Showcase
  - Festival of Beginning Bands
  - Festival of Dance
  - Visit from New Superintendent of Schools
- School Visit Wednesday, May 22 at 9:30 am
- **Coming Up at Rosser**
  - Sports Day: May 17
  - Earthquake Evacuation Simulation
    - May 24 (communication to families tomorrow)
    - Parents will need to pick up children starting at 2:30 pm and will have to show ID and check in with school administrators before child(ren) will be released
  - Hip Hop Lessons: May 27 – 31
  - Volunteer Tea: May 31
    - More details to come soon
  - Welcome to Our School (for prospective Kindergarten students)



- June 6
- Pro-D: June 10
- Centennial Celebration: June 14
- Grade 7 Leaving: June 25
- School Picnic at Confederation Park: June 26
- Last Day of School: June 27
  - 1 hour
  - Year End Assembly
- **Centennial Plan**
  - Parent Feedback re: activities- respond to parent
  - Cake walk/musical chairs will not be held as there are issues with respect to racism with these events.
- **Projector Update**
  - Original quote was from a company that the School District has had issues with and items for installation may not have all been included.
  - A new quote was provided by another company and it is ~\$2000 (now ~\$8600) more but there will be no surprise charges on it.
  - Will hold a vote about the revised quote once Harman returns.
  - The invoice will not be ready for the projector until next year.

### *Approval of minutes*

- April 2024 minutes approval record – Karen and Anthony

### *Treasurer's update*

#### **As of 2024-05-14**

- Fundraiser Account: \$87.25
- Gaming Account: \$3,245.35
- Main Account: \$15,556.08
- MiniMart Account: \$0 (Cleared out)
- Rosser District Account for PAC: \$7,044.38
  - \$5170 Rosser Families Fire Relief
  - \$1837.50 will be used for hip hop payment.

### **Open Liabilities**

- Expected Remaining Spend: \$17,085.09
  - New Projector Quote: \$8668.03
  - Emergency Kit Supplies ~\$1000



## Budget Snapshot 2024-05-14

	Original Budget	As of 2024-05-14
Sum of Accounting		
Row Labels	2023-08a	Grand Total
⊖ Fundraiser Account: 100082215978		\$ 87.25
⊖ Gaming Account: 100068167850	-\$ 2,612.85	\$ 3,245.35
OOpening Balance	\$ 1,422.15	\$ 1,422.15
50/50	\$ 1,000.00	\$ 650.00
Dance/Jazz	-\$ 1,250.00	\$ -
Drumming	-\$ 2,500.00	\$ -
Field Trips	-\$ 3,200.00	-\$ 1,976.80
Gaming Grant	\$ 3,200.00	\$ 3,160.00
Gaming License	-\$ 35.00	-\$ 10.00
⊖ Main Account: 100068064297	\$ 13,449.23	\$ 15,556.08
OOpening Balance	\$ 11,615.87	\$ 11,245.91
BankInterest		\$ 49.14
BottleDrive	\$ 750.00	\$ 409.20
Classroom Consumables	-\$ 2,400.00	-\$ 1,190.65
Donation2PAC		\$ 7.86
FireRelief-Donation		-\$ 1,723.33
FruitVeggie	-\$ 400.00	\$ -
FundApples		\$ 394.00
FundCOBS	\$ 85.00	\$ -
FundFamilyPhoto	\$ 345.00	\$ 37.41
FundGiftCard	\$ 919.00	\$ 447.15
FundNeufeld	\$ 447.00	\$ 1,354.00
FundPlant	\$ 607.08	\$ 304.90
FundPurdys	\$ 461.60	\$ 532.73
Goodie Bags	-\$ 300.00	\$ -
Grade 7 Graduation	-\$ 150.00	\$ -
Gymastics		-\$ 1,549.50
HotLunch	\$ 7,500.00	\$ 11,744.51
Library/Class Books	-\$ 500.00	-\$ 466.50
MinimartExp	-\$ 300.00	\$ -
NeedyFamily	-\$ 500.00	-\$ 1,000.00
PAC Expenses	-\$ 250.00	-\$ 79.14
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		\$ 126.80
Sports Day	-\$ 800.00	\$ -
Staff Appreciation	-\$ 500.00	\$ -
TDGrant		\$ 369.96
TeacherWishList		-\$ 2,264.55
Tennis		-\$ 2,268.00
⊖ MiniMart Account: 100089591637		\$ -
⊖ Rosser District Account for PAC		\$ 7,044.38
OOpening Balance		\$ 504.38
Donation2PAC		\$ 1,370.00
FireRelief-Donation		\$ 5,170.00

### DPAC update

- Upcoming meetings:
  - Monday April 15th – Budget Consultation Meeting
  - Monday May 27th – Annual General Meeting

### General topics

- Upcoming Events
  - Sports Day



- Extra supplies from the Spring Showcase concession will be used for Sports Day and the Centennial Day.
- Pizza has been ordered.
- **Staff Appreciation Lunch**
  - June 10<sup>th</sup>
  - It has been organized already.
- **Centennial Day**
  - Tickets for the Basket Raffle will be free so no licence will be needed
  - 50/50 Draw will continue as planned with ticket sales starting on May 31 and going to June 14 and the draw on June 17<sup>th</sup>
    - Tickets will be sold at the Centennial event
  - Need the number of VIP guests that will be attending
  - Ms. Peachey will be approached to ask for volunteers from the Grade 7 class to help with the games. Invitation will also be extended to the Grade 6 students.
    - Will have 2 students per station with 1-hour shifts + 1 parent volunteer
    - Volunteers will receive game tickets to acknowledge their efforts
  - Ann will draw up a plan of where the stations will be located
  - There will be three food trucks at the event:
    - Bubble Tea
    - Japanese Grill
    - Ice Cream
  - Burnaby Fire Department will be bringing a fire truck
  - Jill will be at the event to ensure that clean-up is done
  - Time will be extended to 6 pm
  - Game tickets will be sold on the hot lunch platform
    - Prizes will be donated.
    - \$10 for 12 tickets and \$20 for 22 tickets plus free tickets for the basket raffle
  - There will be PAC concession stand as well
  - Mystery bags (instead of jolly jars) will be put together
  - Contingency Plan
    - Can more into the gym if the weather is not good
  - There will be photo booth as well
  - Jill will make a short speech and cut the cake at 3:15 pm
  - There will be some expenses associated with this event
    - Dishes
    - Cake (provided by Jen but need to pay for the ingredients)
      - Only the top layer of the 3-tier cake will be actual cake
    - Bottled water to offer with the cake
  - Cookies have been donated by the Valley Bakery
- **Year End Barbecue at the School Picnic**



- Buy cooked hot dogs from Costco as it is pretty much the same price as buying/cooking them ourselves
- Just need to ensure that there are not sesame allergies as the buns have sesame seeds on them
- **Bottle Drive**
  - Miyoung will continue in her role next year
- **Open Roles**
  - Assistant Treasurer role
  - Health & Safety Officer
    - Possibly Yanna
  - Donations Liaison
  - Need to advertise for upcoming AGM and elections

### *Fundraisers / Activities*

- **Hot Lunch Updates**
  - April brought in about \$850
- **Gardenworks**
  - \$300 profit
- **Neufelds**
  - \$675 profit
- **Upcoming Fundraisers**
  - 50/50 Draw May 31 to June 14th

### *Action Items*

- **Jill**
  - Look for Saleema Noon In person dates for next school year
    - Booked: November 4 parents (Zoom), November 6 students
    - Price and payment due TBD.
  - Expense minimart supplies to PAC
  - Check options for guest speakers for school, with allocated budget from PAC
    - PAC needs to clarify what we are looking for but is a low priority item for Jill
- **Lynnessa**
  - Renew Lunchnet subscription with upgrade
  - Add PAC email to Lunchnet email group
- **Anthony:** Job description for Treasurer Assistant
- **Harman**
  - Create a new role for Health & Safety personnel
- **Karen**
  - Organize 50/50 draw



- Print outs PAC brochures for Welcome to K event
- **All:** Hold a vote about the revised quote once Harman returns.

***Next meeting – Tuesday June 11 (AGM and Executive Elections)– 6:30 pm at School Library***