



Meeting Minutes

Date: Thursday, April 2, 2026

Time of Commencement: 5:37 PM

Time of Adjournment: 6:28 PM

Location: School Library

Attendance: Chris, Cathy, Alicia, Jenn, Darwin, Anthony, Heather, Lena

Absentees: Lisa J, Lisa T, Ann, Siobhan, Harman, Darwin, Kim

Quorum: 2 Executives

Land Acknowledgement by Heather

The Burnaby School District would like to acknowledge and thank the Coast Salish Nations of Musqueam, Tsleil-Waututh and Squamish, on whose traditional territory we teach, learn and live.

Welcome New Members – Introductions

Vice Principal's Update

- Lacrosse April 20-24

Approval of minutes

- February 2026 – Needs Approval
- March 2026 – Needs Approval



Treasurer's update (as of 2026-03-31)

Bank Accounts

Feb 28th, 2026

Accounts	Opening Balance	Running Totals Feb 28th	Balances Feb 28th
Cash Box Account	\$ 47.80	\$65.00	\$ 112.80
Fundraiser Account: 100082215978	\$ 118.43	\$12,446.88	\$ 12,565.31
Gaming Account: 100068167850	\$ 2,068.65	-\$1,650.00	\$ 418.65
Main Account: 100068064297	\$ 14,822.01	-\$8,122.21	\$ 6,699.80
Mini Mart Account: 100089591637	\$ -	\$2,575.23	\$ 2,575.23
Rosser District Account for PAC	\$ 875.86	\$100.00	\$ 975.86
White Spot Gift Cards 2026	\$ -	\$1,390.50	\$ 1,390.50
		Total Monies	\$ 22,371.79

Mar 31st, 2026

Accounts	Opening Balance	Running Totals Mar 31st	Balances Mar 31st
Cash Box Account	\$ 47.80	\$97.95	\$ 145.75
Fundraiser Account: 100082215978	\$ 118.43	\$16,665.00	\$ 16,783.43
Gaming Account: 100068167850	\$ 2,068.65	-\$1,650.00	\$ 418.65
Main Account: 100068064297	\$ 14,822.01	-\$6,762.79	\$ 8,059.22
Mini Mart Account: 100089591637	\$ -	\$2,945.11	\$ 2,945.11
Rosser District Account for PAC	\$ 875.86	\$100.00	\$ 975.86
White Spot Gift Cards 2026	\$ -	\$1,390.50	\$ 1,390.50
		Total Monies	\$ 28,352.16

• **March 2026 Highlights**

- Hot Lunch Profit surged to \$6000, due to spring break and spending for April Hot lunch, minimal expenses. Performing at about \$1300/month. Raising HL projections from \$10000 to \$12500 profit.
- Bake Sale: \$737.95 Profit (total \$1157.95 YTD)
- Feb Movie Night Raised \$1410.56 profit
 - Project \$1500 for Jun 12th Movie Night
- Minimart Monies:
 - 25/26 Grads: \$2283.55 (50/50 winner Le Thuy donated her winnings to the grad class)
 - 26/27 Grads: \$1340.91
- Bottle Drive Monies \$557.



Upcoming Cheques (2025-04-02)

	<i>Division 3 - Ms D Hu II (Gr 4/5)</i>	<i>LSS/ELL</i>	<i>PAC Expenses</i>	<i>Grand Total</i>
Class Consumables		\$8.95		\$ 8.95
Hot Lunch			\$1,392.67	\$1,392.67
Movie Night			\$ 207.93	\$ 207.93
Field Trip	\$ 262.50			\$ 262.50
Grand Total	\$ 262.50	\$8.95	\$1,600.60	\$1,872.05



Budget Line Tracking

Revenue Tracking

As of 2026-03-31		Rosser Elementary Parent Advisory Council			
Account					Treasurer Report
Transaction Date					
		Original Budget		2025-07 - YTD	Comments
Sum of Accounting Row Labels		2025-08a	2026-03	Totals	
Revenue		\$ 35,722.75	\$ 7,526.99	\$ 27,128.68	
Opening Balance		\$ 17,932.75		\$ -	
50/50		\$ 500.00	\$ 142.50	\$ 192.50	Feb 50/50 Winner Donated Proceeds to Grad 7 funds
BankInterest		\$ -	\$ 15.69	\$ 66.45	
BottleDrive		\$ -		\$ -	
BottleDriveGr7		\$ -		\$ -	
Donation2PAC		\$ -		\$ 120.00	\$20 given From first bake sale
FundApples		\$ 400.00		\$ 554.00	
FundBakeSale		\$ -	\$ 737.95	\$ 1,157.95	
FundBookstore		\$ -		\$ -	
FundCOBS		\$ -		\$ 91.00	
FundFamilyPhoto		\$ -		\$ -	
FundFreezeDried		\$ 400.00		\$ 363.30	
FundGiftCard		\$ -		\$ -	
FundMabel		\$ -		\$ -	
FundMovieNight			\$ 65.00	\$ 753.20	Feb Revenue of \$2515.93 Jun12: Project \$1500 profit
FundNeufeld		\$ 1,000.00		\$ 920.00	
FundPlant		\$ 750.00		\$ -	
FundPurdys		\$ 400.00		\$ 711.05	
FundXmasBasket		\$ 1,000.00		\$ 1,625.00	
Gaming Grant		\$ 3,200.00		\$ 3,060.00	
HotLunch		\$ 10,000.00	\$ 6,021.35	\$ 13,960.87	Adust Projections to \$12500 profit
MinimartFunds			\$ 192.50	\$ 2,283.55	
MinimartFunds2627			\$ 352.00	\$ 1,340.91	26/27 year taking over Minimart
PACGrant		\$ 140.00		\$ 144.52	
Spirit Wear		\$ -		\$ -215.62	
TDGrant		\$ -		\$ -	



Expenses Tracking

Expenditures	-\$ 25,089.45	-\$ 1,546.62	-\$ 15,733.41	
Activity1	-\$ 2,200.00		-\$ 1,750.00	Activity 1 - Pass Soccer Nov3-7 \$1750
Activity2	-\$ 2,200.00		-\$ 2,100.00	Activity 2 - GymSense Feb 2-13 -\$2100
Activity3	-\$ 2,200.00		\$ -	Activity 3 - Lacrosse Apr 20-24
Classroom Consumables	-\$ 1,800.00		-\$ 701.82	
Coffee/Conversations	-\$ 100.00		\$ -	
EQKiosk	-\$ 500.00		\$ -	
Field Trips	-\$ 3,200.00	-\$ 83.65	-\$ 1,569.15	
FruitVeggie	-\$ 1,000.00		-\$ 893.32	
Gaming License	-\$ 30.00		\$ -	Covered by donation
Goodie Bags	-\$ 200.00		-\$ 225.00	Request \$450 for next school year
Grade 7 Graduation	\$ -		\$ -	
Library/Class Books	-\$ 650.00	-\$ 182.00	-\$ 360.87	
MinimartExp	\$ -		\$ -	
NeedyFamily	\$ -		\$ -	
				Increase Budget to \$5423.43: Additional Popcorn Machine Purchase - New Stove ~ \$1318 - paid - Fridge ~ \$1150
PAC Expenses	-\$ 930.00	-\$ 1,280.97	-\$ 3,633.11	
Pancake Breakfast	-\$ 350.00		-\$ 205.89	
Planners	-\$ 1,200.00		-\$ 1,006.88	
Pumpkin Patch	-\$ 100.00		-\$ 107.92	
Scholarship Program	-\$ 500.00		\$ -	
School Jersey	-\$ 3,179.45		-\$ 3,179.45	
Speakers/Guests	-\$ 1,500.00		\$ -	
Sports Day	-\$ 850.00		\$ -	
				Note: 24/25year Received \$650 donations, spent only \$132.64
Staff Appreciation	-\$ 200.00		\$ -	
TeacherWishList	-\$ 1,000.00		\$ -	
Year End Picnic	-\$ 1,200.00		\$ -	
Totals	\$ 10,633.30	\$ 5,980.37	\$ 11,395.27	
As of 2026-03-31				
Opening Balances			\$ 17,932.75	
YTD Net			\$ 11,395.27	
Expected Remaining Revenue			\$ 2,814.20	
Expected Remaining Expenses			-\$ 12,965.16	
Minus Minimart Monies 25/26			-\$ 2,283.55	
Minimart Expenses			\$ -	Paid for by Minimart Monies
Open Liabilities (not budget)				
Hot Lunch Expenses			-\$ 1,392.67	
Movie Night			-\$ 207.93	expenses for food
Estimate Year End Balance			\$ 15,292.91	*Note: Includes Next Month HL monies without expenses deducted yet



DPAC update

- **Apr 14** – Public presentation of the proposed 2026–27 budget
- **Apr 20** – DPAC General Meeting (consolidating parent/PAC priorities)
- **Apr 22** – DPAC submits formal budget input
- **Apr 28** – Board approval of the final budget
 - DPAC will continue to communicate ahead of each engagement window to support timely and effective participation.

Fundraisers / Activities

- Event / fundraising Schedule for this school year
 - ~~Sept: Apples – Harman~~
 - ~~Oct: Neufeld – Harman; Bake Sale~~
 - ~~Oct / Nov – Spirit Wear~~
 - ~~Nov: Purdy's – Harman~~
 - ~~Dec:~~
 - ~~Raffle – Siobhan;~~
 - ~~Pancake breakfast~~
 - ~~Toy Drive~~
 - Jan / Feb:
 - ~~Astro (Freeze Dried) – Kim~~
 - Feb / Mar:
 - ~~50/50 Feb – Heather~~
 - ~~Bake Sale – first week of March – Jenn – everything is \$2 – parents provide a package of baked goods equivalent to \$2 worth~~
 - ~~Feb 20: Movie night – Ann~~
 - Apr: Neufeld – April 9th Link Provided. Sales end Monday April 27th. Delivery Monday May 4th 4pm. Alicia
 - May:
 - Plants – Heather – April 27- May 8 and delivery date May 27.
 - Astro (Freeze Dried) - Kim – last 2 weeks of May for Sales?
 - Sports Day – May 15th
 - Book Sale: Siobhan to pick dates
 - Bake Sale – 26th or 28th
 - Jun:
 - Teachers Appreciation Lunch – June 5th Pro D-day.
 - Move Night – June 12
 - Picnic - Wednesday June 17
 - 50/50 June 8-19- Heather
- Donations Updates:
 - Lisa to contact costco at brighton for donations – still following up
 - TD Play grant – Alicia to discuss with Manager and make the “pitch” - still following up



- Plant Sale
 - Growing Smiles – Registered
 - April 27 start for 2 weeks
 - Heather to get excel setup for Siobhan
 - Siobhan to Setup munchlunch, create flyers and advertise
- Astro foods update
 - Kim to set a new date for May. Last 2 weeks of May for sales with delivery in June
- Movie night update
 - June 12 – next movie night
 - Cathy to pick movie
- Sports Day planning –
 - Pizza lunch from PAC – Pizza Hut Individual Pizza’s
 - Freezies – Need donations (Lisa & Lisa)
 - Fundraiser for food to be sorted.
 - Harman needs to confirm, if in town
 - PAC funds the train rides – Chris booked it tentatively already.
- Fresh slice grant: Ann reaching out to get grant for music equipment
- Bake sale:
 - May 26 or May 28

Other

- Giftcards fundraiser for coming fall (October)
 - New PAC team to decide on it for fall, typically held in Nov, need couple of weeks for delivery. Good christmas gifts for family, friends, coworkers
 - From: Lisa Cohen <lcohen@progressivefundraising.ca> In December we launched a new site where individual supporters can now sign up online. Then they submit their order directly online to the group's coordinator. The coordinator then batches them in their dashboard and sends the order off to us. The new functionality provides additional reporting that was not available on our previous site. Our coordinators have said this is making the whole process of fundraising much simpler. Here is a link to our new site Shopfunds.ca
- Hot Lunch Updates:
 - New parents volunteering
- Food and vegetable program (May / June)
 - PAC can fund but need volunteers to run it – fruit needs to be washed, sorted and delivered to class
 - Program paperwork needs to be submitted by June latest
 - Delivery is monthly with info on which week but not the day
 - Chris will check if this program is meant to be run only via school vendor, ie can PAC purchase bulk fruit for school?



- Food items
 - No Milk / Yogurt
 - Fruits with good shelf life is good
 - Siobhan can review the list if needed
- Guest Speaker Update (Chris) - Vancity:
 - Teachers have reached out to the speaker to setup time from April to June
- School play ground / field update
 - No updates on the gravel situation
- Mini-mart updates
 - Less orders for popcorn
- Bottle drive updates
 - No updates

Action items

- Harman:*
 - Ensure PAC Minutes are posted on Rosser Website – Connecting with Rosanne*
 - ~~*Growing smiles page is up for decisions on what we want to sell.*~~
<https://rosser elementary.growingsmilesfundraising.com/>
Password is Piglethj*12
- Siobhan:*
 - ~~*Growing smiles page is up for decisions on what we want to sell.*~~
<https://rosser elementary.growingsmilesfundraising.com/>
Password is Piglethj*12
- Chris:*
 - ~~*Plan guest speaker from Vancity in April*~~
 - ~~*Share fridge options with Siobhan*~~
 - Confirm if PAC can purchase bulk fruit or must use school vendor*
 - Check with district about: Locking **side entrances during off-hours** & Other district options to maintain the field.*
 -
- Cathy:*
 - Request parents phone numbers as contact info for hot lunch*
- Anthony:*
 - ~~*Invoice for Stove pending from district*~~
 - Talk to Alpha about Scholarship*
 - Review and send your Approval to Heather for Feb Minutes*
 - Ensure Jenn, Alicia, Kim and Darwin get access to the Rosser PAC Sharepoint*
- Heather:*
 - Ensure meeting minutes are reviewed for Feb and March*
- Ann:*



- Freshslice grant follow-up*
- Alicia:*
 - Followup with TD on Hastings (ask for Branch Manager) for Cash donations for specific activities (pinnies, clock)*
- Jenn:*
 - ~~*Set a date for next bake sake in late May*~~
 - Review and send your Approval to Heather for Feb and March Minutes*
- Kim:*
 - ~~*Parent social follow up*~~
 - Set next Astrofoods fundraiser dates for May*
 - Share Astrofoods feedback on confirmation emails*
- Lisa & Lisa*
 - Follow-up with Costco on grant*
 - Look for freezies donations for sports day*

Next meeting (AGM) – 5:30 PM Thursday, May 7th at School Library