



# Meeting Minutes

**Date:** Thursday, Dec 4, 2025

**Time of Commencement:** 5:35 PM

**Time of Adjournment:** 6:45 PM

**Location:** School Library

**Attendance:** Ann, Siobhan, Anthony, Chris, Harman, Jenn, Cathy

**Absentees:**

*Land Acknowledgement by Ann*

*Welcome New Members – Introductions*

*Vice Principal's Update*

- Holiday sing along – Dec 10 @ 2:00pm
- Learning Updates coming out Dec 18; Available online MyEd
  - o New families will need to setup accounts
  - o Looking to change it to parent portal for 2026
- Pancake breakfast:
  - o 3 sessions – buddy sessions
  - o 30mins intervals
- Stove expense:
  - o Chris will order and expense the invoice to PAC

*Approval of minutes*

- Nov 2025 - Approved by Anthony and Cathy



*Treasurer's update (as of 2025-11-30)*

**Bank Accounts**

Accounts	Opening Balance	Running Totals Nov30th	Balances
Cash Box Account	\$ 47.80	\$ 400.00	\$ 447.80
Fundraiser Account: 100082215978	\$ 118.43	\$ 9,244.13	\$ 9,362.56
Gaming Account: 100068167850	\$ 2,068.65	\$ 3,060.00	\$ 5,128.65
Main Account: 100068064297	\$ 14,822.01	-\$ 2,918.71	\$ 11,903.30
Rosser District Account for PAC	\$ 875.86	\$ 100.00	\$ 975.86

**Total Monies                    \$ 27,818.17**

**November 2025 Highlights**

- Cash on Hand increase of \$3,132.17
- Hotlunch profit of \$1228.41 (total \$7491.58) - Expecting \$5000 Whitspot Gift Card purchase.
- Spirt Wear Monies collected \$2859.45, expenses (\$3075.07) includes some stock on hand.
- Minimart Monies increased \$394.17. On-hand total \$1937.17.
- Bottle Drive Monies increased from \$155.60 to \$188.50

**Upcoming Expenses**

Field Trip	\$ 860.00
Hot Lunch	\$ 3,754.14
Mini Mart	\$ 68.37
Pancake Breakfast	\$ 161.63
School Activity	\$ 1,750.00
Spirit Wear 2025	\$ 3,075.07
<b>Grand Total</b>	<b>\$ 9,869.21</b>

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**Additional Notes from PAC meeting:**

- Need to ask about PAC donations via the school district account (Last update was in Sept).



- Minimart taking over by Grade 6 starting in January.
- \$771 for Purdys.
- Movie night fundraiser.
- Siobhan has the Sun-Oka Cheque

**Budget Line Tracking**

Revenue Tracking

As of 2025-11-30		Rosser Elementary Parent Advisory Council			
					Treasurer Report
Transaction Date					
		Original Budget	2025-07 - YTD		Comments
Sum of Accounting Row Labels		2025-08a	2025-11	Totals	
☑ Revenue		\$ 35,722.75	\$ 3,930.69	\$ 16,901.10	
0Opening Balance		\$ 17,932.75		\$ -	
50/50		\$ 500.00		\$ -	50/50 license for Feb-june?
BankInterest		\$ -	\$ 9.66	\$ 21.90	
BottleDrive		\$ -		\$ -	
BottleDriveGr7		\$ -		\$ -	
Donation2PAC		\$ -		\$ 100.00	
FundApples		\$ 400.00		\$ -	\$554 raised in Oct.
FundBakeSale		\$ -	\$ -	\$ 420.00	\$400 Cash + \$20 EMT from Parent Teacher Early Dismissal Bake Sale
FundBookstore		\$ -		\$ -	
FundCOBS		\$ -	\$ -	\$ 91.00	
FundFamilyPhoto		\$ -		\$ -	
FundFreezeDried		\$ 400.00		\$ -	
FundGiftCard		\$ -		\$ -	
FundMabel		\$ -		\$ -	
FundNeufeld		\$ 1,000.00	\$ -	\$ 920.00	
FundPlant		\$ 750.00		\$ -	
FundPurdys		\$ 400.00		\$ -	
FundXmasBasket		\$ 1,000.00		\$ -	Xmas License Received
Gaming Grant		\$ 3,200.00		\$ 3,060.00	
HotLunch		\$ 10,000.00	\$ 1,228.41	\$ 7,491.58	Whitespot GC \$5000 purchase TBD
MinimartFunds			\$ 394.17	\$ 1,937.17	
PACGrant		\$ 140.00		\$ -	
Spirit Wear		\$ -	\$ 2,298.45	\$ 2,859.45	
TDGrant		\$ -		\$ -	



Expenses Tracking

<b>Expenditures</b>	<b>-\$ 25,089.45</b>	<b>-\$ 1,330.62</b>	<b>-\$ 7,547.78</b>	
Activity1	-\$ 2,200.00		\$ -	Activity 1 - Pass Soccer Nov3-7 \$1750
Activity2	-\$ 2,200.00		\$ -	Activity 2 - GymSense Feb 2-13
Activity3	-\$ 2,200.00		\$ -	Activity 3 - Lacrosse Apr 20-24
Classroom Consumables	-\$ 1,800.00	-\$ 199.53	-\$ 199.53	
Coffee/Conversations	-\$ 100.00		\$ -	
EQKiosk	-\$ 500.00		\$ -	
Field Trips	-\$ 3,200.00		\$ -	
FruitVeggie	-\$ 1,000.00	-\$ 893.32	-\$ 893.32	
Gaming License	-\$ 30.00		\$ -	
Goodie Bags	-\$ 200.00		\$ -	
Grade 7 Graduation	\$ -		\$ -	
Library/Class Books	-\$ 650.00	-\$ 104.07	-\$ 104.07	
MinimartExp	\$ -		\$ -	
NeedyFamily	\$ -		\$ -	
				Increase Budget to \$4955.43: Additional Popcorn Machine Purchase - New Stove requested ~ \$750-\$850 - Fridge ~ \$1150
PAC Expenses	-\$ 930.00	-\$ 25.78	-\$ 2,056.61	
Pancake Breakfast	-\$ 350.00		\$ -	
Planners	-\$ 1,200.00		-\$ 1,006.88	
Pumpkin Patch	-\$ 100.00	-\$ 107.92	-\$ 107.92	
Scholarship Program	-\$ 500.00		\$ -	
School Jersey	-\$ 3,179.45		-\$ 3,179.45	
Speakers/Guests	-\$ 1,500.00		\$ -	
Sports Day	-\$ 850.00		\$ -	
Staff Appreciation	-\$ 200.00		\$ -	
TeacherWishList	-\$ 1,000.00		\$ -	
Year End Picnic	-\$ 1,200.00		\$ -	
<b>Totals</b>	<b>\$ 10,633.30</b>	<b>\$ 2,600.07</b>	<b>\$ 9,353.32</b>	
<b>As of 2025-11-30</b>				
<b>Opening Balances</b>			<b>\$ 17,932.75</b>	
<b>YTD Net</b>			<b>\$ 9,353.32</b>	
<b>Expected Remaining Expenses</b>			<b>-\$ 20,931.90</b>	
<b>Minus Minimart Monies</b>			<b>-\$ 1,937.17</b>	
<b>Minus Bottle Drive Monies</b>			<b>-\$ 188.50</b>	
<b>Expected Remaining Revenue</b>			<b>\$ 6,472.42</b>	
<b>Open Liabilities (not budget)</b>				
Spirit Wear			-\$ 3,075.07	Extras Purchased for Stock on hand?
Hot Lunch Expenses			-\$ 3,754.14	
Mini Mart Expenses			\$ 68.37	Paid for by Minimart Monies
<b>Estimate Year End Balance</b>			<b>\$ 3,940.08</b>	



### *DPAC update*

- Next Meeting – Jan 19
  - Jan 19, Feb 17, April 14/20, June 1 (AGM)
- Updates from last one:
  - Check with Miyoung

### *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 – Last week of January 26 to February 13 – 2 weeks
  - Feb / Mar: 50/50 - Heather; Bake Sale - Harman
  - Feb : Movie night
  - Apr: Neufeld – Harman
  - May:
    - Plants – Heather; Astro (Freeze Dried) - Kim
    - Sports Day
  - Jun:
    - Picnic
    - 50/50 - Heather
- Purdy's: Oct 31 – Nov 24; Delivery Dec 4
  - Good turn out - \$711 in fundraised amount
- Christmas Raffle:
  - Gifts ready totally ~ \$2500 in value
  - Ticket sales start Dec 5
  - Display of prizes on Dec 10 at christmas sing along
  - Anthony to prep the excel for tickets
  - Kids signed cards for donors
  - Harman to share Rosser logo with Jenn
  - Jenn will prepare a certificate
- Pancake Breakfast:
  - December 19<sup>th</sup> - 8am
  - Have a Santa clause; Kim – Elf



- Groceries sorted
- Parent Volunteers will be sorted
- Lisa is dealing with Save-On. Butter, Pancake Mix and Syrup, Fruit (Mandarin Oranges 160), Whip Cream, Paper Plates and Cutlery, Napkins, Hot Chocolate Packages
- Atro Foods
  - Jan 26 – Feb 13; Delivery 2 weeks after
  - Kim is organizing
- Donations Updates:
  - Anthony will check with Rosanne for school district donations

### *Other*

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- Spirit Wear: Oct 14 – Nov. 4
  - Over 100 items orders
  - PAC covering cost of extras ~ \$300
  - Orders arriving last week of Dec before break
  - Chris to check if school have any leftovers from last year
  - Old T-shirts found
- Ann / Siobhan:
  - Year end letter for parents + recognizing volunteers
- Hot Lunch Updates:
  - GOING! brainstorming how to bring in healthy choices.
  - Two lunch coordinators: Mary and Lalita
  - We need to purchase White Spot GC's from Costco - \$4000
- Guest Speaker Update (Lena):
  - Chris coordinating now
  - Staff is keen, going to look at workshops in Jan
- Movie Night Update:
  - Chris found out about fire code, 220 for seating capacity, must get movie license, Chris would be onsite for the event
  - Chris will share updates with PAC on where to get license
  - Date: Feb 20<sup>th</sup> – timing for door opens @ 5pm, dinner followed by movie
  - Dinner being served
- Meet the VP night
  - Not happening
- Mini-mart:
  - Transfer of ownership from grade 7 to grade 6
  - Pro-rating costs of ingredients
  - New schedule to be sorted
  - Grade 6 going to do deliver if it works out
- Bottle drive:
  - Fundraiser going slower this year



- Funds staying with grade 7
- PAC Roles
  - Mary & Lalita – Lunch Coordinators
  - Heather – Secretary
  - Alicia – Treasurer
  - Kim – Communications Coordinator
  - Lisa Tung – Volunteer Coordinator
  - Jenn & Lisa – Donations Coordinator
  - Recruiting for: Chair, Vice Chair
  - Recruiting for: fundraisers

#### *Action items*

- Siobhan:*
  - sort out earthquake supplies with Chris*
  - bring in Tote for Toy Drive*
- Chris: Plan guest speaker from Vancity*
- Heather:*
  - Figure out 50/50 licenses with Anthony*
- Ann to email Miyoung for a DPAC update*
- Jenn to figure out license for Christmas Raffle with Anthony*
- Anthony to update November minutes for Treasurer update*

***Next meeting – 5:30 PM Thursday, Jan 8th at School Library***