



Meeting Minutes

Date: Thursday, Jan 8, 2025

Time of Commencement: 5:35 PM

Time of Adjournment: 6:43 PM

Location: School Library

Attendance: Ann, Siobhan, Anthony, Chris, Harman, Darwin (shadowing Anthony), Heather (shadowing Harman), Alicia (shadowing Siobhan), Kim (shadowing Cathy), Michael

Absentees: Jenn (shadowing with Ann), Cathy

Land Acknowledgement by Chris

Welcome New Members – Introductions

Darwin – daughter in kindergarten.

Michael – boys in Grade 1 and Grade 3

Vice Principal's Update

- Miss Jody (learning support teacher) connected the school with Blue Jays affiliate program with accessible equipment offered once a week.
- Literacy Week coming up End of January (26th to 29). Guest Author, Scavenger Hunt, Camp out reading day
- Gym Sense coming Feb 2-13

Approval of minutes

- Dec 2025 - Approved by Anthony and Cathy
- January 2026 -



Treasurer's update (as of 2025-12-31)

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

Accounts	Opening Balance	Running Totals Dec 31st	Balances Dec31st
Cash Box Account	\$ 47.80	\$400.00	\$ 447.80
Fundraiser Account: 100082215978	\$ 118.43	\$9,466.59	\$ 9,585.02
Gaming Account: 100068167850	\$ 2,068.65	\$450.00	\$ 2,518.65
Main Account: 100068064297	\$ 14,822.01	-\$7,482.74	\$ 7,339.27
Mini Mart Account: 100089591637	\$ -	\$1,936.45	\$ 1,936.45
Rosser District Account for PAC	\$ 875.86	\$100.00	\$ 975.86
White Spot Gift Cards 2026	\$ -	\$2,656.00	\$ 2,656.00
Total Monies			\$ 21,827.19

December 2025 Highlights

- Purchase of \$3399.70 White Spot Gift Cards and \$3075.07 payment for Spirit Wear finalized.
 - \$4100 of value to be returned in whitespot lunches, \$1444 realized thus far.
- Hotlunch profit of \$1,719.06.
- \$1625 Raised for Holiday Raffle, \$625 above anticipated amount.
- Apple fundraiser cheque cashed \$554.
- Minimart Monies
 - 25/26 Grads: \$2091.05
 - 26/27 Grads: \$484.90
- Bottle Drive Monies increased from \$188.50 to \$293.20

Upcoming Cheques



Row Labels	LSS/ELL	Minimart	Minimart - 2026	PAC Expenses	Grand Total
Class Consumables	\$ 13.64				\$ 13.64
Goodie bags				\$ 225.00	\$ 225.00
Hot Lunch				\$ 556.38	\$ 556.38
Minimart		\$ 12.97			\$ 12.97
Minimart - 2026			\$ 159.37		\$ 159.37
Pancake Breakfast				\$ 18.78	\$ 18.78
Grand Total	\$ 13.64	\$ 12.97	\$ 159.37	\$ 800.16	\$ 986.14

Additional Notes from PAC meeting:

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



- Harman would like to increase winter goodie bag budget to \$450 – was seconded

Budget Line Tracking

Revenue Tracking

As of 2025-12-31		Rosser Elementary Parent Advisory Council			
Account				Treasurer Report	
Transaction Date					
		Original Budget		2025-07 - YTD	Comments
Sum of Accounting	Row Labels	2025-08a	2025-12	Totals	
☐ Revenue		\$ 35,722.75	-\$1,187.12	\$ 15,713.98	
	0Opening Balance	\$ 17,932.75		\$ -	
	50/50	\$ 500.00		\$ -	50/50 license for Feb-june?
	BankInterest	\$ -	\$ 7.11	\$ 29.01	
	BottleDrive	\$ -		\$ -	
	BottleDriveGr7	\$ -		\$ -	\$293.2 collected so far
	Donation2PAC	\$ -		\$ 100.00	
	FundApples	\$ 400.00	\$ 554.00	\$ 554.00	
	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	\$1,625.00	\$ 1,625.00	
	Gaming Grant	\$ 3,200.00		\$ 3,060.00	
	HotLunch	\$ 10,000.00	-\$ 936.94	\$ 6,554.64	purchased \$3399.70 in White spot Gift cards worth \$4100
	MinimartFunds		\$ 153.88	\$ 2,091.05	
	MinimartFunds2627		\$ 484.90	\$ 484.90	26/27 year taking over Minimart
	PACGrant	\$ 140.00		\$ -	
	Spirit Wear	\$ -	-\$3,075.07	-\$ 215.62	
	TDGrant	\$ -		\$ -	



Expenses Tracking

As of 2025-12-31

Rosser Elementary Parent Advisory Council

Account		Treasurer Report			
Transaction Date					
		Original Budget		2025-07 - YTD	Comments
Sum of Accounting	Row Labels	2025-08a	2025-12	Totals	
<input checked="" type="checkbox"/>	Expenditures	-\$ 25,089.45	-\$3,295.90	-\$ 10,843.68	
	Activity1	-\$ 2,200.00	-\$1,750.00	-\$ 1,750.00	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 Consumable	-\$ 1,800.00	-\$ 251.82	-\$ 451.35	
	Coffee/Conversations	-\$ 100.00		\$ -	
	EQKiosk	-\$ 500.00		\$ -	
	Field Trips	-\$ 3,200.00	-\$ 860.00	-\$ 860.00	
	FruitVeggie	-\$ 1,000.00		-\$ 893.32	
	Gaming License	-\$ 30.00		\$ -	
	Goodie Bags	-\$ 200.00		\$ -	
	Grade 7 Graduation	\$ -		\$ -	
	Library/Class Books	-\$ 650.00		-\$ 104.07	
	MinimartExp	\$ -		\$ -	
	NeedyFamily	\$ -		\$ -	
					Increase Budget to \$4955.43: Additional Popcorn Machine Purchase - New Stove requested ~ \$750-\$850 - Fridge ~ \$1150
	PAC Expenses	-\$ 930.00	-\$ 246.97	-\$ 2,303.58	
	Pancake Breakfast	-\$ 350.00	-\$ 187.11	-\$ 187.11	
	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		\$ -	
	Staff Appreciation	-\$ 200.00		\$ -	
	TeacherWishList	-\$ 1,000.00		\$ -	
	Year End Picnic	-\$ 1,200.00		\$ -	



As of 2025-12-31				
Opening Balances		\$	17,932.75	
YTD Net		\$	4,870.30	
Expected Remaining Revenue		\$	5,230.36	
Expected Remaining Expenses		-\$	17,636.00	
Minus Minimart Monies		-\$	2,575.95	
Minimart Expenses		\$	172.34	Paid for by Minimart Monies
Open Liabilities (not budget)				
Hot Lunch Expenses		-\$	556.43	
Estimate Year End Balance		\$	7,437.37	

DPAC update

- Next Meeting – Jan 19
 - Jan 19, Feb 17, April 14/20, June 1 (AGM)
- Updates from last one:
 - Miyoung will update the PAC email
 - Survey was sent out but is now closed

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 (delivery on 26th) – 2 weeks. Directly on Website orders are done. 30% profit for PAC but Kim will confirm.
 - Feb / Mar: 50/50 Feb 2-13 - Heather; Bake Sale – first week of March - Harman
 - Feb 20: Movie night – Ann – agreed for streaming wifi for \$575 a year.
 - Apr: Neufeld – Harman
 - May:
 - Plants – Heather; Astro (Freeze Dried) - Kim



- Sports Day
- Jun:
 - Picnic
 - 50/50 June 8-19- Heather
- Christmas Raffle:
 - Raised \$1625
- Pancake Breakfast:
 - Donated pancake batter was a little dry
 - 4 bags of Costco pancake batter is a good amount for our school size
 - Pancake brunch for volunteers are nice
- Astro Foods
 - Jan 26 – Feb 13; Delivery 2 weeks after
 - Kim is organizing
- Donations Updates:
 - Anthony will check with Rosanne for school district donations
 - Lisa to contact costco at brighton for donations
 - TD Play grant – Alicia to look into it
- Parent Social - Kim
 - Beginning of April – Wednesday or Thursday
 - Include a 50/50 Draw

Other

- Spirit Wear:
 - Wrapped up with deliveries last week of december
 - Some issues with logo colors
- Hot Lunch Updates:
 -
- Guest Speaker Update (Chris):
 - Chris coordinating now
 - Planned for this term
- Movie Night Update:
 - Chris found out about fire code, 220 for seating capacity, must get movie license, Chris would be onsite for the event
 - **Update Dec2025:** Anthony contacted ACF Film (Carly Watkins)
 - Application lead time should be 2 weeks for time to verify and test. Otherwise 2-3 business days is sufficient.
 - Discount given to our smaller school.
 - Single Event License: \$300 + GST
 - Yearly, bring your own represented movie: \$400 + GST
 - Yearly, Streaming License (stream from their catalog): \$575 + GST



- Need to use the school's IP address. Need to be sure we're on the same wifi that will be used for connection.
 - Date: Feb 20th – timing for door opens @ 5pm, dinner followed by movie
 - Dinner being served - hot dogs, smokies, banh mi and spring rolls (Lena)
- 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 In Training
 - Chair – Jenn
 - Vice Chair – Alicia
 - Secretary – Heather
 - Treasurer – Darwin
 - Lunch Coordinators – Mary & Lalita
 - Communications Coordinator – Kim
 - Volunteer Coordinator – Lisa T
 - Donations Coordinators – Lisa J & Lisa T
 - DPAC Rep – Miyoung
 - Health & Safety Officer – TBD

Action items

- Siobhan:*
 - sort out earthquake supplies with Chris*
- Chris: Plan guest speaker from Vancity*
- Anthony:*
 - submit Gaming License (Feb 2, 2026 - June 19, 2026). All other details the same as last year*
- Heather:*
 - Send dates of Feb 50/50 to Siobhan with cost and numbers of tickets*
 - Coordinate with Cathy on Communication*
 - Get trained from Anthony on how to create form and spreadsheet.*
- ~~*Ann to email Miyoung for a DPAC update*~~
- Ann to fill out facilities form for gym rental for movie night*
- Movie licenses?*
- Alicia to reach out to TD on Hastings (ask for Branch Manager) for Cash donations for specific activities*



- ~~Jenn to figure out license for Christmas Raffle with Anthony~~
- ~~Anthony to update November minutes for Treasurer update~~

Next meeting – 5:30 PM Thursday, Feb 5th at School Library