



Meeting Minutes

Date: Thursday, May 7, 2026

Time of Commencement: 5:45 PM

Time of Adjournment: 7:30 PM

Location: School Library

Attendance: Chris, Cathy, Siobhan, Alicia, Jenn, Darwin, Anthony, Ann, Harman, Kim

Absentees: Lisa J, Lisa T, Heather

Quorum: A quorum for general meetings will be five voting members. Voting members include parents.

Land Acknowledgement by Ann

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

- Cultural Dance
 - o May 24 - 29; Parents invited on May 29 around 2pm
- Netball program in June for a week; Intermediate classes will participate; week of June 12; Mr. Chui
- May 27
 - o Student led conferences
 - o Kids are excited
 - o Early dismissal 2pm
- Volunteer tea - May 29th ~ 1-2pm (more details coming soon)
 - o Activities: thank you to PAC for all the sports programs this year
- Next year looking at Tennis, Curling, Dance
- Chris is planning next year enrolments and staffing
 - o 2 potential vacancies for Rosser: Grade 1 and Grade 6/7

Approval of minutes

- Feb: Approved by Ann & Anthony
- Mar: Approved by Ann & Harman
- Apr: Approved by Cathy & Anthony





Treasurer's update (as of 2026-04-30)

Bank Accounts

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

April 30th, 2026

Accounts	Opening Balance	Running Totals April 30th	Balances April 30th
Cash Box Account	\$ 47.80	\$97.95	\$ 145.75
Fundraiser Account: 100082215978	\$ 118.43	\$6,203.19	\$ 6,321.62
Gaming Account: 100068167850	\$ 2,068.65	-\$1,457.50	\$ 611.15
Main Account: 100068064297	\$ 14,822.01	\$3,775.60	\$ 18,597.61
Mini Mart Account: 100089591637	\$ -	\$3,908.36	\$ 3,908.36
Rosser District Account for PAC	\$ 875.86	\$100.00	\$ 975.86
White Spot Gift Cards 2026	\$ -	\$761.75	\$ 761.75
		\$ -	\$ 29,584.49

- April 2026 Highlights
- Hot Lunch Profit \$788, lower due to late expenses roll up. Raising HL projections from \$12500 to \$16000 profit. Averaging \$1436.76/month.
- Mabeis labels: \$50.07. Thank you parents for using our fundraisers.
- Neufeld raised \$311.25
- Minimart Monies:
 - o 25/26 Grads: \$2283.55 - Being cashed out
 - o 26/27 Grads: \$1894.66
- Bottle Drive Monies \$609.85.
- Rosser Alpha Scholarship Fund Cheque given to Alpha
- Projected Year end Balance available for PAC \$15,897.07 almost back to the opening balances!

- o Note accounted for minimart monies not part of PAC funds.

Upcoming Cheques (2025-05-05)

	<i>Division 6 - Mrs S Temple (Gr K/</i>	<i>Library</i>	<i>Minimart</i>	<i>PAC Expenses</i>	<i>Rosser</i>	<i>School Counselling</i>	<i>Grand Total</i>
Class Consumables	\$ 204.64					\$69.36	\$ 274.00
Hot Lunch				\$1,690.04			\$1,690.04
Minimart			\$2,283.55				\$2,283.55
School Activity				\$ 128.35	\$2,231.25		\$2,359.60
YRCA Program		\$92.37					\$ 92.37
Grand Total	\$ 204.64	\$92.37	\$2,283.55	\$1,818.39	\$2,231.25	\$69.36	\$6,699.56

Budget Line Tracking

Revenue Tracking

As of 2026-04-30		Rosser Elementary Parent Advisory Council			Comments
Account				Treasurer Report	
Transaction Date					
		Original Budget		2025-07 - YTD	
Sum of Accounting					
Row Labels		2025-08a	2026-04	Totals	
☐ Revenue		\$ 35,722.75	\$ 1,509.18	\$ 28,637.86	
00Opening Balance		\$ 17,932.75		\$ -	
50/50		\$ 500.00	\$ -	\$ 192.50	
BankInterest		\$ -	\$ 13.66	\$ 80.11	
BottleDrive		\$ -		\$ -	
BottleDriveGr7		\$ -		\$ -	
Donation2PAC		\$ -		\$ 120.00	
FundApples		\$ 400.00		\$ 554.00	
FundBakeSale		\$ -	\$ -	\$ 1,157.95	
FundBookstore		\$ -		\$ -	
FundCOBS		\$ -		\$ 91.00	
FundFamilyPhoto		\$ -		\$ -	
FundFreezeDried		\$ 400.00	\$ -	\$ 363.30	
FundGiftCard		\$ -		\$ -	
FundMabel		\$ -	\$ 50.07	\$ 50.07	
FundMovieNight			-\$ 207.93	\$ 545.27	Feb Revenue of \$2515.93 Jun12: Project \$1500 profit
FundNeufeld		\$ 1,000.00	\$ 311.25	\$ 1,231.25	
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	\$ 788.38	\$ 14,749.25	Adust Projections to \$16000 profit
MinimartFunds			\$ -	\$ 2,283.55	
MinimartFunds2627			\$ 553.75	\$ 1,894.66	26/27 year taking over Minimart
PACGrant		\$ 140.00		\$ 144.52	
Spirit Wear		\$ -		-\$ 215.62	
TDGrant		\$ -		\$ -	

Expenses Tracking

Expenditures	-\$ 25,089.45	-\$ 276.85	-\$ 16,010.26	
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 - \$2231.25
Classroom Consumables	-\$ 1,800.00	-\$ 8.95	-\$ 710.77	
Coffee/Conversations	-\$ 100.00		\$ -	
EQKiosk	-\$ 500.00		\$ -	
Field Trips	-\$ 3,200.00	-\$ 262.50	-\$ 1,831.65	
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		-\$ 360.87	
MinimartExp	\$ -		\$ -	
NeedyFamily	\$ -		\$ -	
PAC Expenses	-\$ 930.00	-\$ 5.40	-\$ 3,638.51	Increase Budget to \$5423.43: Additional Popcorn Machine Purchase - New Stove ~ \$1318 - paid - Fridge ~ \$1150
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		\$ -	
Staff Appreciation	-\$ 200.00		\$ -	Note: 24/25 year Received \$650 donations, spent only \$132.64
TeacherWishList	-\$ 1,000.00		\$ -	
Year End Picnic	-\$ 1,200.00		\$ -	
Totals	\$ 10,633.30	\$ 1,232.33	\$ 12,627.60	

As of 2026-04-30				
Opening Balances			\$ 17,932.75	
YTD Net			\$ 12,627.60	
Expected Remaining Revenue			\$ 4,052.88	
Expected Remaining Expenses			-\$ 12,719.56	
Minus Minimart Monies 25/26			-\$ 2,283.55	Cheque given to school to cash out
Minus Minimart Monies 26/27			-\$ 1,894.66	
Minimart Expenses			\$ -	Paid for by Minimart Monies
Open Liabilities (not budget)				
Hot Lunch Expenses			-\$ 1,818.39	
Estimate Year End Balance			\$ 15,897.07	



DPAC update

N/A

Fundraisers / Activities

- Event / fundraising Schedule for this school year
 - o ~~Sept: Apples – Harman~~
 - o ~~Oct: Neufeld – Harman; Bake Sale~~
 - o ~~Oct / Nov – Spirit Wear~~
 - o ~~Nov: Purdy's – Harman~~
 - o ~~Dec:~~
 - ~~Raffle – Siobhan;~~
 - ~~Pancake breakfast~~
 - ~~Toy Drive~~
 - o Jan / Feb:
 - ~~Astro (Freeze Dried) – Kim~~
 - o 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~~
 - o ~~Apr: Neufeld – April 9th Link Provided. Sales end Monday April 27th. Delivery Monday May 4th 4pm. Alicia~~
 - o May:
 - Plants – Heather – Sales April 27- May 8 and delivery date May 27.
 - Astro (Freeze Dried) - Kim – last 2 weeks of May for Sales - Cancelled
 - Sports Day – May 15th
 - Book Sale:
 - Bake Sale – 26th or 28th
 - o Jun:
 - Teachers Appreciation Lunch – June 5th Pro D-day.
 - Move Night – June 12
 - Picnic - Wednesday June 17
 - 50/50 June 8-19- Heather
- Funding for music: need an estimate + would be good to have kids performance
- Donations Updates:
 - o Lisa to contact Costco at Brighton for donations – still following up
 - o TD Play grant – Alicia to discuss with Manager and make the “pitch” - still following up
- Neufeld: \$311.25 profit
- Plant sale: Pickup May 27
- Astro foods update - Cancelled
 - o Too many events happening in May and June

- Movie night update
 - o Ann to submit facility rental form
 - o Orders will be open on May 9
 - o Tickets ready to be sold
 - o Movie picked
 - o Food inventory & purchases
 - o Popcorn starts at 1pm
 - o Support for families in need
- Bake - May28
 - o Jenn is going to work with Lisa T to setup volunteer
- Book Sale - may 19 and 20; 3-4pm
- Sports Day planning –
 - o Pizza forms are in
 - o Freezes donated
 - o Early dismissal at 1pm
 - o Sports finish at 12, followed by lunch
- Fresh slice grant: Ann reaching out to get grant for music equipment
- Bake sale:
 - o May 26 or May 28
- 50/50
 - o Cancelling
 - o Heather to inform gaming branch about

Other

- Teacher appreciation: Ann, Harman and Cathy to volunteer
 - o Kim will help with communications
- School Picnic
 - o June 17
 - o Pizza & Salad
 - o Watermelon
 - o Chris to send out details about bookings
- Mrs. Template Retirement Party
 - o June 25 (last day of school)
 - o May 8 deadline for messages and pics
 - o Flowers
 - o Siobhan to do a tote bag
- Giftcards fundraiser for coming fall (October)
 - o 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
 - o 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:
 - o N/A
- Food and vegetable program (May / June)
 - o PAC can fund but need volunteers to run it – fruit needs to be washed, sorted and delivered to class
 - o Program paperwork needs to be submitted by June latest
 - o Delivery is monthly with info on which week but not the day
 - o Chris will check if this program is meant to be run only via school vendor, ie can PAC purchase bulk fruit for school?
 - o Food items
 - No Milk / Yogurt
 - Fruits with good shelf life is good
 - Siobhan can review the list if needed
- Guest Speaker Update (Chris) - Vancity:
 - o Teachers have reached out to the speaker to setup time from April to June
- School play ground / field update
 - o No updates on the gravel situation
- Mini-mart updates
 - o N/A
- Bottle drive updates
 - o No updates

Voting in New Executives for PAC

- Chair: Nominating Jenn; Aye - everyone
- Vice-chair: Nominating Alicia; Aye - everyone
- Secretary: Nominating Heather; Aye - everyone
- Treasurer: Nominating Darwin; Aye - everyone

Appointed positions:

- Communication Coordinator: Kim;
- Volunteer Coordinator: Lisa T;
- Donations Coordinator: Lisa J;
- Hotlunch Coordinator: Mary, Lalita & Becky
- DPac Rep: Miyoung

Next meeting (AGM) – 5:30 PM Thursday, June 4th at School Library