



Lord Roberts Parent Council Meeting Minutes

September 16, 2025

Chair: Cecile Koop

Vice Chair: Ashley Cook

Treasurer: Megan Janssen

Secretary: Stacey Quinn

Vice Secretary: Cintia Serra

Attendance: Dana Petrzelka, Ashley Cook, Cintia Serra, Cecile Koop, Megan Janssen, Stacey Quinn, Katharine Garjewski, Kathleen Hartie, Kenzie Simpson, Dana Weins Baxter, Roxie Bell, Valeria Meyer

Call to Order

- Meeting called to order at 6:31PM.

Approve Agenda

- A motion was made to approve the agenda; moved by Cecile, seconded by Dana WB. Carried.

Approve Previous Meeting Minutes

- A motion was made to approve the previous meeting minutes; moved by Cintia; seconded by Katherine. Carried.

Principal's Report

- Principal's report Sept. 2025:
- It's been wonderful start to the school year – lots of connections and excitement going on
- Always pleased with the turnout at "meet the teacher". It helps kick-starts the school year in a positive way
- The community report for last school year is posted on the school's website
- Enrollment is currently at 243 with a handful pending
- As the division has been restructuring the last couple years, one of the changes is Lord Roberts now longer has a vice principal, just a principal
- We are continuing to email out our WAG (week at a glance) every Friday with pertinent information for the following week as well as heads-up on some important dates
- There's been lots of shifts with teacher moves in the division from school to school as well as some staff on maternity leaves. New to Lord Roberts is:
- Ms Shannon – Kindergarten
- Ms D – Nursery

- Ms Herkimer, Ms Battaglia, Ms Morris – Learning Support Teachers
- Ms Gyde – Grade 4/5
- The Terry Fox Run will occur this month as well as learning and recognition for the National Day for Truth and Reconciliation (Orange Shirt Day)
- We are for sure getting new sound system for the MPR, the space has been looked at but no set timeline yet
- The division usually requests a parent rep for the South District Advisory Council
- The school continues to roll out ROAR expectations. ROAR is our code of conduct (Respect, On Task, Acceptance, Responsibility)
- We are continuing to focus on balance, which connects to the teachings from the medicine wheel (balancing the whole child in education - physical health, emotional health, intellectual health and spiritual health) that we have been building on the last couple years as natural programming infusion. This also connects with the new divisional strategic plan that outlines joy, love and rigour.
- It's been an overall smooth transition to the balanced school day schedule. Students have been engaged in all learning blocks; snack time and lunch time have been helping sustain productivity. More students are eating lunch at school now that there is no longer a fee for lunch supervision, which helps attendance for the afternoon (students being here more consistently and not arriving late).
- Breakfast Program is flourishing daily.

Treasurer's Report

- A motion was made to approve the Treasurer's Report (attached); moved by Cintia, seconded by Kathleen. Carried.

Lunch Program Report

- \$234.01 remains in the lunch program account. As there is no longer lunch program the account will be closed. These remaining funds will be transferred to the PAC account.

New Business:

- The purchase of microwaves for lunch heat ups was discussed.

Fundraising and Community Building Activities

- Potential fundraising and community building ideas were discussed. Examples included: Toy drive, white elephant sale and clothing swap.
- There was an initial discussion about PAC potentially contributing funds to gym or technology equipment.

Grade 6 Farewell & BBQ

- A motion was made to allocate PAC funds to the Grade 6 Farewell (\$200) and BBQ (\$2000); moved by Cintia; seconded by Kathleen

2025/26 Parent Council

- There was an initial discussion about the format of PAC going forward as management of the lunch program is no longer required. There was a discussion about making PAC less formal with a main focus on planning and managing the community BBQ and assisting with Grade 6 Farewell. The treasurer noted that there is currently approximately \$4500 in the PAC account.
- Volunteers for executive positions for this year include:
 - Chair: Roxie
 - Vice Chair: Ashley
 - Treasurer: Megan
 - Secretary: Cintia (Stacey as back up)
- A motion was made to approve the volunteers for this year's executive positions; moved by Cecile, seconded by Dana WB. Carried.

Unfinished Business for Decision and Action

- Nothing to report

Compliments and Concerns

- Good job everyone on a successful 2024/25 PAC year!

Next Meeting Date and Adjournment

- Next meeting will be held November 4, 2025, at 6:30 PM.
- Meeting adjourned at 7:27PM. Motion moved by Ashley; seconded by Cecile. Carried.



Treasurer's Report – September 16, 2025

General PAC

RBC Account Balance as of April 30, 2025: **\$2,321.64**

Revenue: \$3,464.10

Expenses: .

Monthly Bank Fees (\$4.00/month):	\$16.00
Cheque 394 - Cecile Koop – Grade 6 Farewell:	\$105.03
Cheque 395 - Jennifer Morrison – Grade 6 Farewell:	\$93.06
PAC Donation to Grade 6 Farewell (cash):	\$150.00

BBQ Expenses:

Cheque # 392 - Happily Ever After – Remaining Balance	\$130.00
Cheque # 393 - PartyWorks – Remaining Balance	\$609.00
Cash withdrawal for the tills:	\$250.00

RBC Account Balance as of August 31, 2025: **\$4,582.65**

Lunch Program

RBC Account balance as of April 30, 2025: **\$4,484.63**

Revenue: \$798.00

Expenses:

Monthly Fees (\$3.75/month):	\$15.00
Payroll:	\$5,028.22
Banking Fees:	\$5.40

RBC Account balance as of August 31, 2025: **\$234.01**