



Lord Roberts Parent Council Meeting Minutes

January 13, 2026

Chair: Roxane Bell
Vice Chair: Ashley Cook
Treasurer: Megan Janssen
Secretary: Cintia Serra
Vice Secretary: Stacey Quinn

Attendance: Dana Petrzelka, Ashley Cook, Cintia Serra, Megan Janssen, Kensie Simpson, Roxane Bell.

Call to Order

- Meeting called to order at 6:30PM.

Approve Agenda

- A motion was made to approve the agenda; moved by Cintia, seconded by Megan. Carried.

Approve Previous Meeting Minutes

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

Principal's Report

- Happy New Year!
- We are right back into the swing of things, maximizing routine and learning. January is a great time to re-establish this as there are no shortened weeks for students/disruption to scheduling.
- Highlights since we last met: Remembrance Service, Term 1 Report Cards, Book Fair, Winter Concerts, Spirit Week, ongoing outdoor learning.
- Reinforcing ROAR again – just had an assembly to kick off our common area training refresher this week (after every major school holiday).
- We've also been doing a refresher on the Medicine Wheel, focusing on each area one week at a time throughout January, as we continue to balance needs of children holistically.
- We'll have various guest readers in the building for I Love To Read Month, which is always during February.
- There'll be a celebration of learning through student-led conferences on March 19 & 20 as well as another Scholastic Book Fair and in addition this year there will be a school wide art expo.

Treasurer's Report

- Treasurer's Report (attached): Megan confirmed that the only movements on the PAC's bank account has been the monthly fees. The expectation is to continue as is until closer to the annual BBQ date.

Discussions (old and new business):

- New Bank account: As decided on the prior PAC meeting, the treasurer obtained information on the bank account options that could serve PAC's interests better while allowing for online access. After sharing the information with the PAC executive team, it was decided to switch to a "Community Non-Profit Account". Megan confirmed the change was made and that going forward the monthly fee would be only \$3.75.
- 2026 draft BBQ budget: Megan shared a summary of the prior year BBQ results and a first draft of the 2026 BBQ budget. Based on the expected expenses and the current bank balance, it was agreed that no additional fundraising would be needed. Once current food/drinks costs are confirmed, the PAC will verify if it's possible to use available funds to offer a lower price to purchase BBQ meals.
- BBQ action items: The meeting attendees, with the principal's approval, agreed that the 2026 BBQ will be held on Thursday June 4th. Afterwards, it was discussed which events/activities should be included. PAC decided to book the bouncy castles with the same company. Different PAC members will verify costs/availability for face painters and characters. PAC decided that the BBQ subcommittee will have an online meeting on February 3rd at 6:30 to move forward with bookings and planning.
- PAC future: Considering the school division's rules regarding funding allocation, the PAC mentioned its interest in organizing other community building activities. Some suggested ideas were movie night, parent/child dance, winter gear swap. Dana (principal) agreed it would be a good idea to plan during this school year to be able to have these additional activities on the next school year. It was suggested to add fall and a winter PAC generated activity, keeping the BBQ as the main one to be held in the spring.

Comments and concerns

- Nothing to report

Next Meeting Date and Adjournment

- Next meeting will be held March 17th, 2026, at 6:30 PM.
- Meeting adjourned at 7:29PM.



Treasurer's Report – January 13, 2026

General PAC

Beginning balance (RBC Account as of October 14, 2025)	\$4,963.46
Expenses:	
Monthly Bank Fees (\$4.00/month)	\$8.00
Other	
Total Expenses:	<u>\$8.00</u>
Ending balance (RBC Account as of December 12, 2025)	\$4,955.46

Lord Roberts Parent Council – Treasurer Report