



Lord Roberts Parent Council Meeting Minutes

November 4, 2025

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

Attendance: Dana Petrzalka, Ashley Cook, Cintia Serra, Megan Janssen, Katherine Garjewski, Dana Weins Baxter, Kathleen Hartie, Kensie Simpson, Yuliia Kadynska, Stacey Quinn, John Molina, Jocelyn Nelson.

Call to Order

- Meeting called to order at 6:32PM.

Approve Agenda

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

Approve Previous Meeting Minutes

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

Principal's Report

- It's hard to believe November is here!
- Highlights since the last meeting include the Terry Fox Run, common area training for "ROAR", assembly and awareness walk for the National Day For Truth & Reconciliation, bus ridership, picture day, hearing screenings, school-wide classroom breakfast, Halloween celebrations & lots of outdoor learning
- Intramurals have now begun for grades 4-6 and more clubs will be coming
- Grade 1-6 complimentary pizza lunch is this Friday, Nov. 7th. We're happy to offer complimentary school wide lunches periodically this year and will look at other options than just pizza.
- The school provides milk daily at lunch to those who want it, and we have emergency lunches on hand for those in need
- Upcoming events/things to note are the Remembrance Service this Monday, Nov. 10th (community welcome to attend), Term 1 report cards are being sent out on Nov. 19th, report card conferences and the Scholastic Book Fair is on Nov. 20 & 21, the Mobile Vision Care Clinic,

picture retakes, winter concerts (all grades, different nights), spirit week & the Indigenous Skydome teachings and experience

Treasurer's Report

- Megan provided the highlights of the Treasurer's Report (attached), approval was moved by Kathleen, seconded by Kensie. Carried.
- The treasurer confirmed the closure of the lunch program bank account as it was agreed in September.
- It was brought to the PAC attention that the remaining bank account has lost its online capabilities (due to the above-mentioned closure). The bank's recommendation was to change to a different type of bank account, Community Account or Digital Account. It was suggested to contact the bank again to obtain more information on the costs of each account type in other for the PAC Executive to select the one that would fit its needs. Motion moved by Cintia, seconded by Jocelyn. Carried.

Old and new Business:

- Kathleen requested to have printed copies of the agenda and the immediate prior minute, so any parent attending could review in person before approval.
- Based on the current level of PAC funds and the prior meeting allocation, the PAC discussed with Dana (Principal) the school division's rules to try to identify areas where funds could be allocated. The PAC decided to put any new allocation on hold until additional information is obtained (such as BBQ budget).
- PAC decided not to pursue future fundraising and use the available funds for BBQ and Grade 6 farewell. Kathleen suggested to prepare a BBQ budget to estimate potential excess of funds.
- It was also discussed to potentially do a parent questionnaire to get feedback from other parents regarding the PAC goals and its future structure. Other proposals for updating PAC goals and meetings are welcome.

Unfinished Business for Decision and Action

- Nothing to report

Next Meeting Date and Adjournment

- Next meeting will be held January 13th, 2025, at 6:30 PM.
- Meeting adjourned at 7:25PM.



Treasurer's Report – November 4, 2025

General PAC

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

Revenue:

Cheque - Grade 6 Farewell \$50.00

LP Account Transfer to PAC Account \$427.26

Total Revenue: **\$477.26**

Expenses:

Monthly Bank Fees (\$4.00/month) \$8.00

Payroll Fee for T4s \$88.45

Total Expenses: **\$96.45**

RBC Account Balance as of October 14, 2025: **\$4,963.46**

Lunch Program

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

Revenue:

Cheque for Lunch Program Fee \$180.00

Cash for Lunch Program Fee \$20.75

Total Revenue: **\$200.75**

Expenses:

Monthly Bank Fees (\$3.75/month) \$7.50

LP Account Transfer to PAC Account \$427.26

Total Expenses: **\$434.76**

RBC Account Balance as of October 6, 2025: **\$0.00**