



Rosemary Heights PAC Meeting Minutes

Date: September 10, 2025 Time: 7:00 PM Room: Library/Zoom

Executive members:

President: Sean Hale; Treasurer: Jen Wasyliw; Secretary: Alyssa Porsch;
DPAC: Rowling Yu; Members at Large: Ashley Nowak, Sissy Deng Past-President:
Ashley Nowak/Sean Hale

Committee Chairs:

Hot Lunch: Sissy Deng/Daniella Brazel-Adams; Book Fair: TBD; Teacher Appreciation:
TBD; Class Parent Coordinator: Sarah Pastrana; Cultural Liasons: Emma Liu (Chair),
Sat Pattar, Julie Kim, Daniella Brazel-Adams; Spirit Wear: TBD

Present:

Time item:

7:00 PM – Meeting called to order

7:10-7:20 PM – Welcome and Introduction

7:20-7:30 PM – Principal/Vice Principal Report (Diane/Jennefer)

- See attached document
- Projections - 24 divisions (544 approx students)
- Discussed classroom organizations and combined classes

7:30-7:40 PM – Treasurer Report

- The goal is to get the books settled for the position next year
- The budget will be prepared for the October meeting
- Side Notes:
 - Discussed bringing awareness and funding to cultural groups & events (Lunar New Year / Diwali, etc)

- PAC is Willing to loan \$1000 to committees to fund an event
- Diane contributed - committees can also bring in awareness, recognition, activities, assemblies, decorations (can be low cost to PAC)

7:40-7:50 – Hot Lunch Update (Sissy/Daniella)

- Cut off Sept 24 for parents - October 2 ordering will be available
- Division and teacher names needed before we can go live
- Hot lunch will remain once a week on Thursday
- Parent volunteers needed for the younger divisions
- Letter to go in the newsletter
- A point was made to make sure all parents are aware of ordering rules for Munchalunch (cultural liaisons to help as well)

7:50-8:00 PM - Capital Project (Sean)

- Capital Project is needed (Something that extends beyond the current year)
 - Technology has been brought up previously - there are funds available for this year as well
 - Diane - Outdoor learning - assessed during the summer, no quote has been received yet
 - Jen - \$23,000 payment has been made (deposit). Diane and Jen are to connect.
 - Survey to be presented to staff with PAC input for this year's project
- Sean - class parent/liaison
 - Discussed redirecting this information to newsletters
 - Table this for the next meeting

8:00 PM – Open Forum (meeting ends for those who need to leave)

- Sean - Welcome Back BBQ (community event / welcome back to school)
- Diane - parent volunteers for crosswalks - she has asked the district for approval
- Better signage is needed for the parking lot for directions - Diane will ask
- Sean - Welcome back BBQ
 - Rowling to wrap hot dogs
 - PAC table starting at 4pm
 - Tickets - 3 different coloured tickets - this is easier to track and leaves cash at one station - tickets in gym (purchase more at dollar store)
 - beef dog
 - veggie dog

- chips
 - drink
- Bunch of bundles - 600 tickets approx
- Parents & siblings purchase bundles, students receive a combo (bundle)
- Tickets are given at the event
- Volunteers will hand out tickets and check class lists
- (Daniella) will need to pick up chips/drinks (bubbly, water, juice), save on / Walmart for drink orders, chips, Costco
- Discussed the option of the Grade 7s to set up a table for freezie sales for their fundraising efforts (Jennefer Wilson)
- Coolers needed - Ashley reached out to Paul for ice
- Instacart for delivery - not an option as the cost is too high
- Advertise the social media at the BBQ to bring awareness
- Teachers to help spread the word (social media & newsletter)
- Everything confirmed by Monday
- \$10 a bundle this year - we were at a loss last year, and the cost from hot dog hill is unknown yet
 - Ashley to reach out for cost
- Individual costs needed for separate purchases

9:00 pm – Meeting adjourned