

Minutes for Promontory Elementary PAC

Location: Meeting held virtually on Zoom

Date: December 14, 2020

Time: 7:00 pm

Attendees: Melissa Benz, Chuck Bloch, Nicole Griffith, Kristie O'Hara, Lisa VanDalfsen, Amanda Gervais, David Swankey, Karmen Sawracki, Leah Shields, Pam Fox, Jen Allen and Katie McNulty.

Meeting called to order at 7:01pm.

Motion to approve the agenda was adopted by Melissa Benz, seconded by Kristie O'Hara. All in favor – Motion Carries.

Motion to approve the minutes from last month was adopted by Nicole Griffith, seconded by Kristie O'Hara. All in favor – Motion Carries.

Principal's Report: Lisa Van Dalfsen & Chuck Bloch

Covid Update: School sends out all information they have permission to send from Fraser Health as the FHA is responsible for contacting anyone affected by a positive test. The notifications do seem to be getting better.

Parent question – “Why is there a difference in quarantine regulations for daycare vs. classroom exposures?” There is no for sure reason for this. The school is only permitted to pass along information provided to them by the Fraser Health Authority. Anyone is able and encouraged to bring questions/concerns up directly to the FHA about how decisions are made.

Playground update: There is \$18,000 remaining to be paid and the School Board has asked for a plan on payment. The district was supposed to be paying for the rubber to be installed, which ended up being and additional \$3000 as it needed to be installed by the manufacturer instead. Mr. Bloch is asking the School District to help pay for this. Perhaps PHECSA can help pay some as well?

David Swankey suggested looking into Grass Roots Foundation for a grant up to \$4000.

Strategic Planning meeting January 20th. Looking for 4 parents to attend on behalf of Promontory Heights. Nicole Griffith, Leah Shields, Pam Fox and Kristie O'Hara volunteered.

Thanks for another great Hot Lunch day from White Spot. Despite errors with some orders, everything went well.

Treasurer's Report: Katie McNulty

Planner cheque was cashed from Gaming account.

Treasurer reports can all be found on school website.

Kristie O'Hara motions that we spend \$5000 of the \$10,000 raised for the playground toward outstanding bill while we wait to find more financial support. Jen Allen seconds this motion. All are in favor – Motion Carries.

Fundraising Report: Leah Shields

No current Fundraisers to report on.

Leah asked Superstore to donate the oranges for Christmas. They donated \$75 instead.

Hot Lunch Report: Karmen Sawracki and Kristie O'Hara

\$792 was raised for the Salvation Army as of this meeting, with the fundraising option on Munch-A-Lunch still open until December 18th.

Kristie O'Hara motions that the PAC absorb any fees associated with raising funds for the Salvation Army. seconds. All in Favor – Motion Carries.

Jim's Pizza is tentatively scheduled for January 22nd hot lunch.

DPAC Report: Pam Fox

School Board bi-election scheduled for February 13th.

School Board Trustee Report: David Swankey:

Working on Strategic Plan. (A guiding document for the district. The current plan end June 2021.) This new plan is to last for 5 years.

GW Addition set to open September 2022.

New K-8 School (Southside Elementary/Middle) set to open September 2022. Catchment plan for this school currently being worked on.

A middle school for Promontory is being talked about within a 5 year plan. For this to happen there would need to be (among other things) approval to build and a flat location of ~10 acres to build on.

Parent Question: "Why do we [parents] have to vote every year on a school calendar? Who gathers this information?" The school board collects this information and consults with many parties (including the CTA) before finalizing calendar.

New Business:

Approval of Thank You gift for Admin. Kristie O'Hara motions PAC pays for wreath and cinnamon buns. Pam Fox seconds. All are in favor – Motion Carries.

Spirit ideas for second term: 1) Local Magician? Have them perform in gym/maker space and be broadcast to classrooms? Maybe offer a chance for one class to "win" seats to watch performance and create a build-up to the show? 2) Movie Day? 3) Scavenger Hunt with clues?

PAC to create a "Spirit Committee" to brainstorm further...

Thank you to David Swankey for attending today's meeting!

Next PAC meeting will be held Tuesday January 19th at 7pm. A zoom link will be provided closer to this date.

Meeting adjourned at 8:32pm

Promontory Heights Elementary School PAC - GENERAL

2020-12-10

Profit & Loss Budget vs. Actual

Accrual Basis

July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
District PAC Grant	0.00	175.00	-175.00
Emergency Prep. Money	0.00	0.00	0.00
Grade 5 Hoodies	0.00	0.00	0.00
Hot Lunch Profits	7,688.00	2,500.00	5,188.00
Planter Boxes	0.00	0.00	0.00
Spring Fun Fair Profits	0.00	0.00	0.00
Yearly Fundraising Profits			
Coupon Book	1,290.00		
Neufeld	6,054.00		
Spirit Wear	5,259.00		
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
Total Yearly Fundraising Profits	12,603.00	2,500.00	10,103.00
Total Income	20,291.00	5,175.00	15,116.00
Gross Profit	20,291.00	5,175.00	15,116.00
Expense			
Bank Charges	5.70		
BCCPAC Registration Fee	75.00	75.00	0.00
Breakfast Program Assistance	0.00	200.00	-200.00
Emergency Prep.	2,064.87	0.00	2,064.87
Fall & Spring Info Meeting/AGM	200.00	250.00	-50.00
Freezies - Terry Fox Run	175.00	175.00	0.00
Fundraising Expenses			
Coupon Books	722.40		
Neufeld	5,019.00		
Spirit Wear	5,098.42		
Total Fundraising Expenses	10,839.82		
Gaga Pit	0.00	0.00	0.00
Grade 5 Hoodies Expense	0.00	0.00	0.00
Grade 5 Luncheon Assistance	0.00	1,000.00	-1,000.00
Hot Lunch Expense	6,339.64	0.00	6,339.64
MAL Fees	1,017.88		
Misc Cost/Extra Program Request	66.22	1,200.00	-1,133.78
Munch-A-Lunch Yearly Fee	336.00	350.00	-14.00
Pancake Breakfast - GW Choir	0.00	75.00	-75.00
PhotoCopy Charges	0.00	150.00	-150.00
Planter Box Expense	0.00	0.00	0.00
Santa Visit	0.00	250.00	-250.00
Staff Appreciation Lunch	0.00	650.00	-650.00
Yearly Technology Upgrade	800.00	800.00	0.00
Total Expense	21,920.13	5,175.00	16,745.13
Net Ordinary Income	-1,629.13	0.00	-1,629.13
Net Income	-1,629.13	0.00	-1,629.13

1. New Since Last Meeting:

Spiritwear: This was not a PAC fundraiser. Pricing covered MAL fee's, and remainder of the money was transfered to the school.

Invoice for the approved laptop request for the EA's was recieved. \$1202.88. We split as follows:

-\$800 from Technology Upgrade

-\$200 from AGM Expenses

-\$175 from Terry Fox Freezies

-\$27.88 from Requests.

PAC Executive voted to present Holiday Thank You Gifts to Mr Bloch and Ms VanDalfsen. Two holiday wreath's and 2 x half dozen cinnomen buns were purchased for a total of \$95.00 and delivered Dec 7.

Balance at Nov 30 = \$28165.89

Outstanding items:

\$1545.75 - Jim's Pizza

\$722.40 - Great Little Coupon Book

\$1589.25 - Shandar Hut

\$1202.88 - Promontory Elementary (laptop)

\$4606.58 - Kiwiwear (spiritwear)

\$491.84 - Promontory Elementary (remainder of profits from spiritwear)

\$1626.75 - Jim's Pizza

Available Balance at Nov 30 = \$16380.44

Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gaming License/Raffle Events	0.00	0.00	0.00
Yearly Gaming Grant	12,280.00	12,280.00	0.00
Total Income	12,280.00	12,280.00	0.00
Expense			
200 Nights of Reading Prizes	0.00	350.00	-350.00
Art Classes	0.00	2,000.00	-2,000.00
Bank Fees	0.00	0.00	0.00
CSOPA Theatre Event	0.00	1,430.00	-1,430.00
Field Trips- Bus Transportation	0.00	3,200.00	-3,200.00
Grade 5 YearBook Assistance	0.00	500.00	-500.00
Kindergarten Event	0.00	625.00	-625.00
Kiwanis- Super Reader Prizes	0.00	250.00	-250.00
Other	0.00	0.00	0.00
Outdoor PlaySpace Learning	0.00	500.00	-500.00
Peer Leader Pizza Lunch	0.00	250.00	-250.00
Scholarships - 2 x \$500	0.00	1,000.00	-1,000.00
Student Planner Assistance	495.00	625.00	-130.00
Teacher/Program Requests	0.00	1,200.00	-1,200.00
Year End Certificates	0.00	100.00	-100.00
Zumba Classes Grade 4/5	0.00	250.00	-250.00
Total Expense	495.00	12,280.00	-11,785.00
Net Ordinary Income	11,785.00	0.00	11,785.00
Other Income/Expense			
Other Income			
Interest Income	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	11,785.00	0.00	11,785.00

1:24 PM

2020-12-10

Accrual Basis

**Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
July through November 2020**

1. New from Last Month:

Outstanding cheque for Planner Assistance for \$495.00 was cashed.

Balance as of Nov 30 2020 = \$12491.05

No outstanding items