

Minutes for Promontory Elementary PAC

Location: Meeting held virtually on Zoom

Date: May 18, 2021

Time: 7:00 pm

Attendees: Melissa Benz, Chuck Bloch, Nicole Griffith, Amanda Gervais, Jennifer Allen, Kristie O'Hara, Karmen Sawracki, Lisa VanDalfsen, Leah Shields.

Meeting called to order at 7:06pm.

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

Motion to approve the minutes from last month was adopted by Amanda Gervais and seconded by Kristie O'Hara. All are in favor – Motion Carries.

Principal's Report: Chuck Bloch

Ms. VanDalfsen will be returning next year as vice principal.

Ms. Van Santen will be returning next year.

There will be 28 divisions again next year with approximately 40 more students enrolled than this year.

The Evergreen program: Updating the computers in the school roughly every 7 years.

Looking at the possibility of upgrading to laptops to free up space?

Maker space getting new custom-built shelving.

Vice Principal's Report: Lisa Van Dalfsen

6 years ago, funds were raised to purchase gardens. After this the school got the addition in the space with the promise of having our gardens returned. Until a permanent location can be found, there are some temporary garden beds in the parking lot.

June 1st zoom meeting for new kindergarten families at 7pm.

Fundraising Report: Leah Shields

Neufeld Farms on now with pickup scheduled for Saturday June 12th

Little Mountain sold \$3492 in product with a profit of \$1429.92.

Mabels Labels on now and will continue into the summer.

PHECSA Report: Kristie O'Hara

AGM was May 17. No change in board positions.

They were asked about contributing funds to the Library Makeover and they will take this request to their budget meeting.

Hot Lunch Report: Karmen Sawracki

Fuel made \$268 profit.

Jim's Pizza set for next week.

Hot dog lunch to be provided by the PAC on June 23rd.

Leah motions to spend up to \$1000 from the General Account to make hot dogs for the whole school. Jen Allen seconds. All are in favor – Motion carries.

Spirit Committee: Melissa Benz

Staff appreciation week is going very well so far! Looking to come in under budget and with no unforeseen issues so far.

The next PAC meetings will be held: Tuesday June 15th at 7pm.

The zoom link will be provided closer to this date and can be found on the school's website

<https://promontory.sd33.bc.ca/pac>

Promontory Heights Elementary School PAC - GENERAL

2021-05-17

Profit & Loss Budget vs. Actual

Accrual Basis

July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Candy Grams	328.90		
District PAC Grant	175.00	175.00	0.00
Emergency Prep. Money	0.00	0.00	0.00
Grade 5 Hoodies	0.00	0.00	0.00
Hot Lunch Profits	3,422.39	2,500.00	922.39 ³
Planter Boxes	0.00	0.00	0.00
Spring Fun Fair Profits	0.00	0.00	0.00
Yearly Fundraising Profits			
Coupon Book	517.60		
Little Mountain Greenhouse	3,648.71 ²		
Neufeld	835.00		
Spirit Wear	0.00		
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
Total Yearly Fundraising Profits	5,001.31	2,500.00	2,501.31
Total Income	8,927.60	5,175.00	3,752.60
Gross Profit	8,927.60	5,175.00	3,752.60
Expense			
Bank Charges	5.70		
BCCPAC Registration Fee	75.00	75.00	0.00
Breakfast Program Assistance	124.51	200.00	-75.49 ⁴
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	0.00		
Neufeld	0.00		
Spirit Wear	0.00		
Total Fundraising Expenses	0.00		
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	0.00	0.00	0.00
MAL Fees	1,903.53		
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	122.78	250.00	-127.22
Staff Appreciation Lunch	0.00	650.00	-650.00
Yearly Technology Upgrade	800.00	800.00	0.00
Total Expense	3,808.74	5,175.00	-1,366.26
Net Ordinary Income	5,118.86	0.00	5,118.86
Other Income/Expense			
Other Income			
Misc	-238.05		
Total Other Income	-238.05		
Net Other Income	-238.05	0.00	-238.05
Net Income	4,880.81	0.00	4,880.81 ¹

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Promontory Heights Elementary School PAC - GENERAL

2021-05-17

Profit & Loss Budget vs. Actual

Accrual Basis

July 2020 through April 2021

1. Available Balance at April 30 2021 = \$8697.21

2. Please note that the expense cheque for Little Mountain Greenhouse was not written until May 7th, for \$2042.88, giving \$1379.51 profit. This will show more clearly on the May budget report.

3. Pita Pit and Jim's Pizza ran in April

4. Breakfast Program Assistance cheque for \$88.09 was issued.

Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
 July 2020 through April 2021

	Jul '20 - Apr 21	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

9:44 AM

2021-05-17

Accrual Basis

**Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
July 2020 through April 2021**

1. No changes to Gaming Account balance in April, \$12491.05.

Gaming Grant funds are to be spent 36 months from the date funds were recieved. We recieved this years funds on Oct 14 2020, at which time we had a \$706.05 balance in the gaming account, and of that \$500 was to be saved for an approved Scholarship. We don't have a time cruch to worry about having minimal spening this year.