

# PROMONTORY PAC

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October 18, 2021 at 7:00pm | Promontory School Zoom

Type of meeting: monthly council  
Chair: Nicole Griffith  
Secretary: Melissa Benz

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## Agenda Items

Topic	Presenter	Time Allotted
Welcome	Nicole Griffith	2 minutes
Adoption of Agenda	Nicole Griffith	2 minutes
Adoption of Minutes	Nicole Griffith	2 minutes
Principal's report:	Chuck Bloch	10 minutes
Vice-Principal's report:	Lisa vanDalfsen	10 minutes
Treasurer's report:	Katie McNulty	10 minutes
Fundraising report:	Leah Shields	10 minutes
Hot Lunch report:	Karmen Sawracki	5 minutes
PHECSA report:	Leah Shields	10 minutes
DPAC report:	Kimberley Gladstone	10 minutes

## New Business:

1. Budget approval for 2021/2022 school year
2. Adding another co-signer for cheques - Katie McNulty

## Requests:

- 1.

Question Period	Open to parents	15 minutes
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Promontory Heights PAC - Gaming  
 Profit & Loss Budget vs. Actual  
 July 2020 through June 2021

Gaming Account  
 Fiscal Year Final 2020/21

	Jul '20 - Jun 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Gaming License/Raffle Events	0.00	0.00	0.00
Yearly Gaming Grant	12,280.00	12,280.00	0.00
<b>Total Income</b>	<b>12,280.00</b>	<b>12,280.00</b>	<b>0.00</b>
<b>Expense</b>			
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
<b>Total Expense</b>	<b>495.00</b>	<b>12,280.00</b>	<b>-11,785.00</b>
<b>Net Ordinary Income</b>	<b>11,785.00</b>	<b>0.00</b>	<b>11,785.00</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Interest Income	0.00	0.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>11,785.00</b>	<b>0.00</b>	<b>11,785.00</b>

8:00 PM

2021-10-18

Accrual Basis

**Promontory Heights Elementary School PAC - GENERAL**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

General Account  
 Fiscal Year Final 2020/21

	Jul '20 - Jun 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Candy Grams	328.90		
District PAC Grant	175.00	175.00	0.00
Hot Lunch Profits	4,972.58	2,500.00	2,472.58
<b>Yearly Fundraising Profits</b>			
Coupon Book	517.60	0.00	517.60
Little Mountain Greenhouse	1,605.83		
Neufeld	2,220.00	0.00	2,220.00
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
<b>Total Yearly Fundraising Profits</b>	4,343.43	2,500.00	1,843.43
<b>Total Income</b>	9,819.91	5,175.00	4,644.91
<b>Gross Profit</b>	9,819.91	5,175.00	4,644.91
<b>Expense</b>			
Bank Charges	5.70	0.00	5.70
BCCPAC Registration Fee	150.00	75.00	75.00
Breakfast Program Assistance	124.51	200.00	-75.49
Fall & Spring Info Meeting/AGM	200.00	250.00	-50.00
Freezies - Terry Fox Run	175.00	175.00	0.00
Grade 5 Luncheon Assistance	581.90	1,000.00	-418.10
MAL Fees	1,903.53	0.00	1,903.53
Misc Cost/Extra Program Request	7,361.74	1,200.00	6,161.74
Munch-A-Lunch Yearly Fee	672.00	350.00	322.00
Pancake Breakfast - GW Choir	0.00	75.00	-75.00
PhotoCopy Charges	0.00	150.00	-150.00
Santa Visit	122.78	250.00	-127.22
Staff Appreciation Lunch	705.49	650.00	55.49
Yearly Technology Upgrade	800.00	800.00	0.00
<b>Total Expense</b>	12,802.65	5,175.00	7,627.65
<b>Net Ordinary Income</b>	-2,982.74	0.00	-2,982.74
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Misc	972.88		
<b>Total Other Expense</b>	972.88		
<b>Net Other Income</b>	-972.88	0.00	-972.88
<b>Net Income</b>	<b>-3,955.62</b>	<b>0.00</b>	<b>-3,955.62</b>

Promontory Heights PAC - Gaming  
Profit & Loss Budget Overview  
July 2021 through June 2022

Gaming Budget  
2021/22

	<u>Jul '21 - Jun 22</u>
Ordinary Income/Expense	
Income	
Yearly Gaming Grant	12,280.00
Total Income	12,280.00
Expense	
200 Nights of Reading Prizes	350.00
Art Classes	2,000.00
Bank Fees	0.00
CSOPA Theatre Event	1,430.00
Field Trips- Bus Transportation	3,200.00
Grade 5 YearBook Assistance	500.00
Kindergarten Event	625.00
Kiwanis- Super Reader Prizes	250.00
Other	0.00
Outdoor PlaySpace Learning	500.00
Peer Leader Pizza Lunch	250.00
Scholarships - 2 x \$500	1,000.00
Student Planner Assistance	625.00
Teacher/Program Requests	1,200.00
Year End Certificates	100.00
Zumba Classes Grade 4/5	250.00
Total Expense	12,280.00
Net Ordinary Income	0.00
Other Income/Expense	
Other Income	
Interest Income	0.00
Total Other Income	0.00
Net Other Income	0.00
Net Income	<u><u>0.00</u></u>

4:01 PM

2021-10-15

Accrual Basis

Promontory Heights Elementary School PAC - GENERAL  
Profit & Loss Budget Overview  
July through September 2021

General Budget  
2021/22

	<u>Jul - Sep 21</u>
Ordinary Income/Expense	
Income	
District PAC Grant	175.00
Grade 5 Hoodies	0.00
Hot Lunch Profits	2,500.00
Yearly Fundraising Profits	2,500.00
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Total Income	5,175.00
Gross Profit	5,175.00
Expense	
Bank Charges	0.00
BCCPAC Registration Fee	75.00
Breakfast Program Assistance	200.00
Fall & Spring Info Meeting/AGM	250.00
Freezies - Terry Fox Run	175.00
Grade 5 Luncheon Assistance	1,000.00
MAL Fees	0.00
Misc Cost/Extra Program Request	1,200.00
Munch-A-Lunch Yearly Fee	350.00
Pancake Breakfast - GW Choir	75.00
PhotoCopy Charges	150.00
Santa Visit	250.00
Staff Appreciation Lunch	650.00
Yearly Technology Upgrade	800.00
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Total Expense	5,175.00
Net Ordinary Income	0.00
Other Income/Expense	
Other Income	
Interest	0.00
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Total Other Income	0.00
Net Other Income	0.00
Net Income	<hr/> <hr/> <b>0.00</b>

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

	Jul - Sep 21	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Yearly Gaming Grant	0.00	12,280.00	0.0%
<b>Total Income</b>	0.00	12,280.00	0.0%
<b>Expense</b>			
200 Nights of Reading Prizes	0.00	350.00	0.0%
Art Classes	0.00	2,000.00	0.0%
Bank Fees	0.00	0.00	0.0%
CSOPA Theatre Event	0.00	1,430.00	0.0%
Field Trips- Bus Transportation	0.00	3,200.00	0.0%
Grade 5 YearBook Assistance	0.00	500.00	0.0%
Kindergarten Event	0.00	625.00	0.0%
Kiwanis- Super Reader Prizes	0.00	250.00	0.0%
Other	0.00	0.00	0.0%
Outdoor PlaySpace Learning	0.00	500.00	0.0%
Peer Leader Pizza Lunch	0.00	250.00	0.0%
Scholarships - 2 x \$500	0.00	1,000.00	0.0%
Student Planner Assistance	0.00	625.00	0.0%
Teacher/Program Requests	0.00	1,200.00	0.0%
Year End Certificates	0.00	100.00	0.0%
Zumba Classes Grade 4/5	0.00	250.00	0.0%
<b>Total Expense</b>	0.00	12,280.00	0.0%
<b>Net Ordinary Income</b>	0.00	0.00	0.0%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Interest Income	0.00	0.00	0.0%
<b>Total Other Income</b>	0.00	0.00	0.0%
<b>Net Other Income</b>	0.00	0.00	0.0%
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

**Promontory Heights Elementary School PAC - GENERAL**  
**Profit & Loss Budget vs. Actual**  
 July through September 2021

2021-10-15

Accrual Basis

	Jul - Sep 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
District PAC Grant	0.00	175.00	-175.00 <sup>1</sup>
Grade 5 Hoodies	0.00	0.00	0.00
Hot Lunch Profits	1,442.87	2,500.00	-1,057.13 <sup>2</sup>
<b>Yearly Fundraising Profits</b>			
Coupon Book	1,428.52	0.00	1,428.52 <sup>3</sup>
Neufeld	0.00	0.00	0.00
Pancake Breakfast	0.00	0.00	0.00
Spirit Wear	0.00	0.00	0.00
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
<b>Total Yearly Fundraising Profits</b>	<u>1,428.52</u>	<u>2,500.00</u>	<u>-1,071.48</u>
<b>Total Income</b>	<u>2,871.39</u>	<u>5,175.00</u>	<u>-2,303.61</u>
<b>Gross Profit</b>	2,871.39	5,175.00	-2,303.61
<b>Expense</b>			
Bank Charges	0.00	0.00	0.00
BCCPAC Registration Fee	0.00	75.00	-75.00
Breakfast Program Assistance	0.00	200.00	-200.00
Fall & Spring Info Meeting/AGM	0.00	250.00	-250.00
Freezies - Terry Fox Run	0.00	175.00	-175.00
Grade 5 Luncheon Assistance	0.00	1,000.00	-1,000.00
MAL Fees	-71.48	0.00	-71.48
Misc Cost/Extra Program Request	0.00	1,200.00	-1,200.00
Munch-A-Lunch Yearly Fee	0.00	350.00	-350.00
Pancake Breakfast - GW Choir	0.00	75.00	-75.00
PhotoCopy Charges	0.00	150.00	-150.00
Santa Visit	0.00	250.00	-250.00
Staff Appreciation Lunch	0.00	650.00	-650.00
Yearly Technology Upgrade	0.00	800.00	-800.00
<b>Total Expense</b>	<u>-71.48</u>	<u>5,175.00</u>	<u>-5,246.48</u>
<b>Net Ordinary Income</b>	2,942.87	0.00	2,942.87
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Interest	0.00	0.00	0.00
<b>Total Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Other Income</b>	0.00	0.00	0.00
<b>Net Income</b>	<u><u>2,942.87</u></u>	<u><u>0.00</u></u>	<u><u>2,942.87</u></u> <sup>4</sup>

4:19 PM

2021-10-15

Accrual Basis

**Promontory Heights Elementary School PAC - GENERAL**  
**Profit & Loss Budget vs. Actual**  
July through September 2021

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1. District Grant Not Recieved
2. Vendor Costs Have not been paid as hot lunch was poseponed
3. Vendor Cost has not been paid as fundraiser goes until Oct 8th
4. Available balance at Sept 30 = \$4846.53