

PROMONTORY PAC

November 16th, 2021 at 7:00pm to 8:15pm | Promontory School Mini Gym

Type of Meeting: Monthly Council
Interim Chair: Jennifer Allen
Secretary: Melissa Benz

Agenda Items

Topic	Presenter	Time Allotted
Welcome	Jennifer Allen	2 Minutes
Adoption of Agenda	Jennifer Allen	2 Minutes
Adoption of Minutes	Jennifer Allen	2 Minutes
Principal’s Report	Chuck Bloch	10 Minutes
Vice-Principal’s Report	Lisa vanDalfsen	10 Minutes
Treasurer’s Report	Katie McNulty	10 Minutes
Teacher Requests	Jennifer Allen/School Admin	5 Minutes
Fundraising Report	Leah Shields	10 Minutes
Hot Lunch Report	Karmen Sawracki & Kristie O’Hara	5 Minutes
PHECSA Report	Leah Shields	10 Minutes
DPAC Report	Kimberly Gladstone	10 Minutes
New Business		
1.		
2.		

Minutes for Promontory Elementary PAC

Location: Held Virtually via Zoom

Date: October 19, 2021

Time: 7:00 pm

Attendees: Melissa Benz, Chuck Bloch, Kristie O'Hara, Lisa VanDalfsen, Amanda Gervais, Nicole Griffith, Karmen Sawracki, Kimberley Gladstone, Katie McNulty, Jen Allen, Ester Maloney, Dustin Brecht, Leah Shields, Melissa Brink, Lindsay Plummer, *Scott, Amanda, Stacey, Amanda E., Janice.*

Meeting called to order at 7:05 pm by Nicole.

Motion to approve agenda was adopted by Kristie O'Hara. Seconded by Amanda Gervais. All are in favor – Motion Carries.

Motion to approve September Minutes by Jen Allen. Seconded by Kristie O'Hara. All are in favor – Motion Carries.

Principal's Report: Chuck Bloch

-2 upcoming Maternity Leaves.

-Mrs. Plummer is now full time.

-Hiring for EA positions right now to make sure all needs are met. There are 10 positions to fill as of now.

-Some location scouting underway for an outdoor learning space. Hoping for a space approximately 10'x10' with gravel and seating space. Looking at area by blackberry bushes by lower playground. Initial costing estimated at roughly \$100,000.00.

-October 22nd is a Provincial Pro-D day, and November 12 Pro-D day will include reporting and assessments.

-Fire Drill happened last week. Students cleared the building in 2.5 minutes! The goal is for under 2 minutes and to be in the bottom field in 5.

-The great shake out (earthquake drill) scheduled for October 21st.

-There will be a lock-down drill next week.

-Covid: When the school was closed there were 40 positive cases. Of these cases, most were contracted within the community as opposed to within the school. Schools are not given this information from Fraser Health, so there are no exact numbers to report. At that time there was an average of 7 new cases a week. Since then we are averaging 2-3 cases a week. When Fraser Health (FH) did their walk-through they were happy with the procedures Promontory has in place. There is only approximately 5% of the students who are not wearing masks due to exemptions for health, behavior or personal reasons. All adults are wearing masks.

Vice Principal's Report: Lisa VanDalfsen

-Hallowe'en: Grades 1-5 may dress up if they would like to. Please remember to make sure costumes have no blood/gore and that students will not be distracted from learning or other activities such as gym or recess.

-Read-A-Thon will take place on the morning of the 29th.

-Remembrance Day Assembly on November 10th will be virtual again this year as large gatherings are still not permitted.

-“Thank you PAC” from the teachers for approving funds for the garden supplies last month!

DPAC Report: Kimberley Gladstone

-Gaming funds are OK to use for the BCCPAC dues.

-Discussions on how the pipeline could affect schools in the SD33.

-Boundary reviews for the new K-8 Stitó:s Lá:lém tot:It Elementary / Middle School should be finalized in November. If you have any questions or feedback make sure to get that heard ASAP!

-Looking for comments or concerns regarding the Summer Learning if you have anything to add.

<https://www.letstalksd33.ca/>

Treasurer's Report: Katie McNulty

- Proposed Gaming Budget presented. Jen Allen motions to move the BCCPAC registration fee of \$75 to from General account to Gaming account. Katie McNulty seconds this motion. None are opposed – Motion Carries. Jen Allen motions to approve Gaming Budget as presented with the change mentioned above as well as the following amendments; Omit “year end certificates (\$100), omit Grade 4/5 Zumba classes (\$250) and change the 2x\$500 scholarships to 1x\$1000 scholarship. Kristie O'Hara seconds this motion. None are opposed – Motion Carries.
- Proposed General Account Budget presented. Kristie O'Hara motions to approve the General Budget as presented with the following amendments; BCCPAC registration removed (as noted above), omit GW Choir/Pancake Breakfast (\$75) and reallocate this \$150 to the Yearly Technology Upgrade. Leah Shields seconds this motion. None are opposed – Motion Carries.
- Melissa Benz (PAC Secretary) to be added as a signor on both the General Account and the Gaming Account.

Fundraising Report: Leah Shields

- Great Little Coupon Book completed. ~\$1800 sold making a profit of ~\$985
- Neufeld Farms is on now. ~\$2750 sold so far with a profit of ~\$500 in the first week.
- Upcoming: Purdy's Chocolate in November/December. Applied for West Coast Seeds for the Spring.

Hot Lunch Report: Karmen Sawracki

- First hot lunch with Chopped Leaf went smoothly and made \$197 in profit.
- Upcoming hot lunched include White Spot, Jim's Pizza (carried over from missed October lunch) and Sin-amen bun.

PHECSA Report: Leah Shields

- Hired a new office Admin.
- All fall programs are underway other than the Prime Timers.
- Tween night filled up fast with a capacity of 50 attendees. Estimated that another 50 were turned away.
- 16 kids are on isolation due to a positive covid case at Panther Pen.
- Likely to be a fee increase next year for Panther Pen, but none this year.
- “Trick-or-treat at the gate” will take place this year.
- Asked PHECSA to donate towards the proposed Outdoor Learning Space.
 - *PHECSA is overseen by the school district and not the school itself. The only influence the school has is toward facilities that can be used by PHECSA.

Question Period/Open Discussion:

Some notes on the discussions:

- Questions were asked regarding processes in place or options available to students who *cannot* wear a mask. No one will be singled out and the school does everything they can to be inclusive of families who have contacted them for exemptions while following FH mandates. There are so few students who do not/can not wear a mask. Face shields are also an acceptable alternate to masks where applicable.
- For individuals who are fearful of bringing Covid home to at risk family members, is there anything that can be done other than distancing themselves from the students not wearing masks or the school itself? Other than distance education or homeschooling, there isn't much for options. This is more of a systemic issue that has until recently been unprecedented. The PAC has to try to represent all parents and cannot choose sides to advocate for as there are arguments to be made for all situations. The PAC's primary role is to bring fun, funds and programs to enhance students' experiences. You can reach out to the superintendent in regards implementing systemic change. Parents were informed that PAC meetings were not an appropriate forum to advocate for Covid specific concerns.
- Promontory Heights is doing everything they are able to do. FH professionals had only good things to say about our procedures and were able to give feedback on how to enhance what's already being done. Being in a global pandemic we know there is no way to go school [or anywhere] and have zero chance of getting covid [or any other illness]. We have to trust the system or make the choice to stay at home.

Next PAC meetings will be held Tuesday November 16 and Tuesday December 14 at 7pm.
A zoom link will be provided closer to this date.

Meeting adjourned at 8:50 pm

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

	Jul - Oct 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Yearly Gaming Grant	0.00	12,280.00	-12,280.00	0.0%
Total Income	0.00	12,280.00	-12,280.00	0.0%
Expense				
200 Nights of Reading Prizes	0.00	350.00	-350.00	0.0%
Art Classes	0.00	2,000.00	-2,000.00	0.0%
Bank Fees	0.00	0.00	0.00	0.0%
BCCPAC Membership Fee	0.00	75.00	-75.00	0.0%
CSOPA Theatre Event	0.00	1,455.00	-1,455.00	0.0%
Field Trips- Bus Transportation	0.00	3,200.00	-3,200.00	0.0%
Grade 5 YearBook Assistance	0.00	500.00	-500.00	0.0%
Kindergarten Event	0.00	625.00	-625.00	0.0%
Kiwanis- Super Reader Prizes	0.00	250.00	-250.00	0.0%
Other	0.00	0.00	0.00	0.0%
Outdoor PlaySpace Learning	0.00	500.00	-500.00	0.0%
Peer Leader Pizza Lunch	0.00	250.00	-250.00	0.0%
Scholarships - 1 x \$1000	0.00	1,000.00	-1,000.00	0.0%
Student Planner Assistance	0.00	625.00	-625.00	0.0%
Teacher/Program Requests	0.00	1,200.00	-1,200.00	0.0%
Year End Certificates	0.00	0.00	0.00	0.0%
Zumba Classes Grade 4/5	0.00	250.00	-250.00	0.0%
Total Expense	0.00	12,280.00	-12,280.00	0.0%
Net Ordinary Income	0.00	0.00	0.00	0.0%
Other Income/Expense				
Other Income				
Interest Income	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	0.00	0.00	0.00	0.0%

4:51 PM

2021-11-14

Accrual Basis

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

1. Balance = \$12491.05, please note that Student Planner assistance, bus transportation, and Grade 5 year book cheques have been written but not cashed.
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Promontory Heights Elementary School PAC - GENERAL

2021-11-14

Profit & Loss Budget vs. Actual

Accrual Basis

July through October 2021

	Jul - Oct 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
District PAC Grant	0.00	175.00	-175.00
Hot Lunch Profits	1,342.29	2,500.00	-1,157.71
Yearly Fundraising Profits			
Coupon Book	404.40	0.00	404.40
Neufeld	8,789.84	0.00	8,789.84 ¹
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
Total Yearly Fundraising Profits	9,194.24	2,500.00	6,694.24
Total Income	10,536.53	5,175.00	5,361.53
Gross Profit	10,536.53	5,175.00	5,361.53
Expense			
Breakfast Program Assistance	128.62	200.00	-71.38
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	875.58	0.00	875.58
Misc Cost/Extra Program Request	0.00	1,200.00	-1,200.00
Munch-A-Lunch Yearly Fee	0.00	350.00	-350.00
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	950.00	-950.00
Total Expense	1,004.20	5,175.00	-4,170.80
Net Ordinary Income	9,532.33	0.00	9,532.33
Net Income	9,532.33	0.00	9,532.33

4:31 PM

Promontory Heights Elementary School PAC - GENERAL

2021-11-14

Profit & Loss Budget vs. Actual

Accrual Basis

July through October 2021

1. Please note that expense cheque for Neufeld was written Nov 6th, Neufeld income = \$1304.84
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