

# PROMONTORY PAC

January 18<sup>th</sup>, 2022 at 7:00pm to 8:15pm | Location Online Zoom Meeting

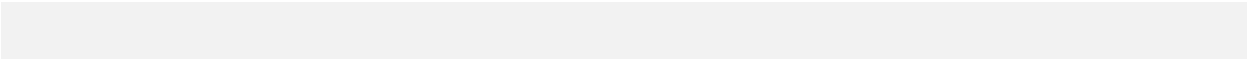
Type of Meeting: Monthly Council  
Interim Chair: Jennifer Allen  
Secretary: Melissa Benz

## 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 Sheilds	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. Update: flashing lights have been added at Teskey/Sylvan & Lutz. Still looking to see a change for a cross walk at the bottom of Weeden.
- 2.



# Minutes for Promontory Elementary PAC

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**Location:** Promontory Heights Elementary School Library

**Date:** December 14, 2021

**Time:** 7:00 pm

**Attendees:** Melissa Benz, Jen Allen, Leah Shields, Karmen Sawracki, Amanda Gervais, Stacey Gould, Kristie O'Hara, Chuck Bloch, Lisa VanDalfsen

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Meeting called to order at 7:05 pm by Jen Allen. Gifts were then presented to Principal and Vice Principal.

Welcome and introductions.

Agenda was adopted by Kristie O'Hara with an addition of an additional funds request for the principal gifts. Amanda Gervais seconds. All are in favor – Motion Passes.

Minutes were adopted by Amanda Gervais. Kristie O'Hara seconds. All are in favor – Motion Passes.

## **Principal's Report: Chuck Bloch**

-Walmart has a \$1000.00 grant available. Applied for this and will put it in the Benevolent Fund.

-Mrs. Johnstone and Mrs. VanStanten both had baby boys!

-Mrs. Ferris on leave of absence for term 2. The position is posted.

-With the extra EA space, Ms. Stam has been re-hired.

-Request to PAC for paper cups to be purchased for students to use when they forget their water bottles. Kelsey will provide a cost.

-Popcorn costs to increase from \$0.50/bag to \$0.75/bag in the new year. Will be able to purchase popcorn on the school website in January. Any profit goes to EAs/Students with special requirements.

-First yearbook meeting to be held January 12<sup>th</sup>.

## **Vice Principal's Report: Lisa VanDalfsen**

-A group of grade 5 students will be taking on the Spirit Days for the remainder of the school year.

-Santa came to visit on the 13<sup>th</sup>. Thank you PAC for the oranges and candy canes!

=We should do only candy canes next year and skip the oranges as most kids don't eat them.

-Planning to revamp the computer lab into a learning space now that laptop carts are being used more often.

-With the indigenous grant money, Carrielynn Victor will paint a mural on the school over the summer! Possibly on the gym facing the sidewalk.

-As of now, grade 5 celebrations will likely not be held in person similar to last year's drive thru celebration. Camp Squeah still likely.

## **Treasurer's Report: Katie McNulty**

-Katie absent but submitted reports.

-Teacher request: Green Munch Paper Cups. \$106.00 for 1000 cups. Using roughly 20-25 per day.

Jen Allen motions to spend \$106.00 from General Account to buy paper cups. Melissa Benz seconds. All are in favor. Motion Passes.

-Additional Funds request: Jen Allen motions to pay the extra \$19.95 for the oranges used for the Santa visit. Melissa Benz seconds. All are in favor. Motion Passes.

-Additional Funds Request: Kristie motions to pay the extra \$30.00 that was used for the Principal Gifts. Karmen Sawracki seconds. All are in favor. Motion Passes.

### **Fundraising Report: Leah Shields**

- Received a payment from Mabels Labels of \$58.59.
- Neufeld Farms: Sold \$9132.00 which made a profit of \$1647.00.
- Purdy's: Sold \$5493.00 which made a profit of \$1442.00.
- Upcoming Fundraisers: Children's Hospice Cookie Sale February 24 (details to come)
  - West Coast Seeds March 1-18
  - Little Mountain Greenhouse [Spring]
  - Neufeld Farm again in June

### **PHECSA Report: Leah Shields**

- No meeting.

### **Hot Lunch Report: Karmen Sawracki**

- Shandar Hut made \$234.00 profit
- Hot lunches from January to March will include 3 pizza days, Ginkos, SinAmen Bun and White Spot.

### **DPAC Report: Kimberly Gladstone**

- Kimberly absent/No report.

### **New Business:**

- Crosswalks are going in this winter at the Lutz/Sylvan/Teskey intersection!
- Lighted crosswalks proposed on Weeden and for 3-way stop at Stoneview. Safer City Coordinator Samantha Piper will be on site January 5<sup>th</sup> to view the area at Stoneview in front of school.
  - =Can we invite Samantha Piper to attend a PAC Meeting? Or possibly host a community meeting where questions and concerns can be brought up in a forum?

Next PAC meeting will be held Tuesday January 18<sup>th</sup> at 7pm. Location will be finalized closer to this date.

Meeting adjourned at 8:17 pm

## Promontory Heights Elementary School PAC - GENERAL

2022-01-13

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

July through December 2021

	Jul - Dec 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
District PAC Grant	0.00	175.00	-175.00
Hot Lunch Profits	3,046.17	2,500.00	546.17
<b>Yearly Fundraising Profits</b>			
Coupon Book	703.92	0.00	703.92
Neufeld	1,255.97	0.00	1,255.97
Yearly Fundraising Profits - Other	0.00	2,500.00	-2,500.00
<b>Total Yearly Fundraising Profits</b>	<b>1,959.89</b>	<b>2,500.00</b>	<b>-540.11</b>
<b>Total Income</b>	<b>5,006.06</b>	<b>5,175.00</b>	<b>-168.94</b>
<b>Gross Profit</b>	<b>5,006.06</b>	<b>5,175.00</b>	<b>-168.94</b>
<b>Expense</b>			
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	269.95	250.00	19.95
Staff Appreciation Lunch	0.00	650.00	-650.00
Yearly Technology Upgrade	0.00	950.00	-950.00
<b>Total Expense</b>	<b>1,274.15</b>	<b>5,175.00</b>	<b>-3,900.85</b>
<b>Net Ordinary Income</b>	<b>3,731.91</b>	<b>0.00</b>	<b>3,731.91</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Misc	225.75		
<b>Total Other Expense</b>	<b>225.75</b>		
<b>Net Other Income</b>	<b>-225.75</b>	<b>0.00</b>	<b>-225.75</b>
<b>Net Income</b>	<b>3,506.16</b>	<b>0.00</b>	<b>3,506.16</b>

8:03 PM

**Promontory Heights Elementary School PAC - GENERAL**

2022-01-13

**Profit & Loss Budget vs. Actual**

Accrual Basis

July through December 2021

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1. -Hot lunch for Shandar Hut was run and paid
  - Santa Vist was paid for \$269.95
  - Admin Gifts were paid under Misc. \$225.75

Available Dec 31 2021 = \$5409.82

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

	Jul - Dec 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Yearly Gaming Grant	0.00	12,280.00	-12,280.00
<b>Total Income</b>	0.00	12,280.00	-12,280.00
<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
BCCPAC Membership Fee	0.00	75.00	-75.00
CSOPA Theatre Event	0.00	1,455.00	-1,455.00
Field Trips- Bus Transportation	3,090.00	3,200.00	-110.00
Grade 5 YearBook Assistance	500.00	500.00	0.00
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 - 1 x \$1000	0.00	1,000.00	-1,000.00
Student Planner Assistance	440.00	625.00	-185.00
Teacher/Program Requests	0.00	1,200.00	-1,200.00
Year End Certificates	0.00	0.00	0.00
Zumba Classes Grade 4/5	0.00	250.00	-250.00
<b>Total Expense</b>	4,030.00	12,280.00	-8,250.00
<b>Net Ordinary Income</b>	-4,030.00	0.00	-4,030.00
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Interest Income	0.00	0.00	0.00
<b>Total Other Income</b>	0.00	0.00	0.00
<b>Net Other Income</b>	0.00	0.00	0.00
<b>Net Income</b>	<b>-4,030.00</b>	<b>0.00</b>	<b>-4,030.00</b>

8:32 PM

2022-01-13

Accrual Basis

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

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1. Available Balance at Dec 31 2021 = \$8461.05, no outstanding ittems.

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