

PROMONTORY PAC

December 14th, 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 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. Adding a cross walk at the bottom of Weeden & Flashing lights at Teskey/Sylvan & Lutz
 - 2.
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Minutes for Promontory Elementary PAC

Location: Held Virtually via Zoom

Date: November 16, 2021

Time: 7:00 pm

Attendees: Melissa Benz, Jen Allen, Kristie O'Hara, Stacey Gould, Amanda Gervais, Kimberly Gladstone, Lisa Vandalfsen, Esther Maloney, Chuck Bloch, Katie McNulty, Katherine Holt, Scott Hill, Karmen Sawracki, Nicole Drost, "Lisa B.", "Kimberley", "Nanda".

Meeting called to order at 7:05 pm by Jen Allen who welcomed everyone for attending the PAC meeting.

Motion to adopt the agenda as posted by Melissa Benz. Kristie O'Hara seconds. None are opposed – Motion Passes.

Adoption of October's meeting minutes tabled to later in meeting to allow time to make edits.

Principal's Report: Chuck Bloch

-Staffing updates: Mrs. Van Santen is on maternity leave. Her class will be taught by "Melissa" (LA at PHES). Mrs. E. Johnston also on maternity leave, and her class will be taught by Taylor Pierson. Additional LA Marissa Mowens and an additional EA have been hired for a total of 11 EAs. New evening custodian as well.

-Friday November 12th Pro-D day spent on reviewing district curriculum resources regarding numeracy primarily and the various assessments for the year. Day was also used to prepare for report cards that will be going out in a few weeks.

-Recently the school has had fire, earthquake and lock-down drills. Everyone took these very seriously and the drills all went well.

-Each year the Aboriginal Education Assistant (Melissa English) seeks collaboration from the indigenous families at our school on what to do with money from a grant that is given to the program. Emails going out to these families soon!

Vice Principal's Report: Lisa VanDalfsen

-Remembrance Day Assembly was held virtually this year with some classes performing for the other classes.

-Spirit day on November 25th is Jersey Day.

-School spirit wear has arrived and been delivered to students. Please write students' name on clothing as there are a lot of the same articles of clothing out there!

-Steve Klegg from the city of Chilliwack spent a couple of days with 12 or 13 classes planting trees and shrubs around the creek behind the school.

Treasurer's Report: Katie McNulty

-No changes with the Gaming account, and the gaming grant has not been received yet.

-Some cheques have gone out for hot lunches and for the breakfast program assistance.

Hot Lunch Report: Karmen Sawracki

-White Spot profited \$319 and Jim's profited \$343.

-SinAmen lunch set for November 25th and Shanhar Hut lunch set for December 10 .

-Currently planning lunches for 2022.

PHECSA Report: Chuck Bloch

-Danielle is now the Program Coordinator.

-All evening programs are under way.

-Hired someone for the office in the evenings.

-Church is back at the school and are currently preparing Christmas hampers.

-Fixing the broken popcorn maker.

-Hired a new guitar instructor.

DPAC Report (Oct 28 Meeting): Kimberly Gladstone

- Conversations continue on school boundaries and Covid topics with Fraser Health Authority.
 - Chilliwack Youth Committee (CYC) talked about screen times for youth.
 - Sexuality And Gender Equality (SAGE) committee will have first meeting on November 8th.
 - Education Policy Committee discussing upcoming policy changes.
 - DPAC Chair gave report on Facebook issues and how the page has changed the way posts happen and are allowed.
 - Discussion regarding the recent voting for the Covid letter to be sent to the School Board:
 - =All PACs struggled with trying to conduct votes with such short notice and no clear direction from DPAC.
- Although DPAC cannot dictate how PACs run their own votes, they will look into ways to better streamline this for any future needs.
- Trans Mountain Pipeline is a continued topic at meetings as construction is set to begin in July/August of 2022. DPAC encourages parents to voice their opinions.

New Business:

- Stacey Gould asks: Can previous minutes and meeting agendas be posted at least 2 weeks before upcoming meetings as stated in the constitution?

Jen Allen (Acting Chair) said that we are trying our best to make sure everything gets posted in time for all interested parents/guardians to have access to the information, and that the 2 week prior timeline is achievable. Amanda Gervais (Communication Liaison) informed everyone that minutes from October meeting were posted 8 days after meeting was held, then was combined in the file containing agenda, financials and agenda to make it easier to access everything together.
 - The constitution may need to be reviewed as there are a few outdated items in light of current conditions regarding in-person meetings.
 - Motion to adopt the minutes from October's meeting with the following 2 amendments by Melissa Benz;
 1. PHECSA report was given by Leah Shields not Kristie O'Hara.
 2. Line added to "Question Period/Open Discussion" portion which reads: *"Parents were informed that PAC meetings were not an appropriate forum to advocate for Covid specific concerns."*
- Motion was seconded by Kimberly Gladstone. None were opposed – Motion passes.
- Scott Hill asks: What is the primary function of the PAC? Is there more to PAC meetings than can be found on the monthly newsletters?

Jen Allen answers: Although there are things that the PAC has no control over, the PAC meetings are absolutely a place to voice any concerns. With admin being present at meetings, they may have the answers to any questions, or resources that can be shared to address any issues that arise.

Next PAC meetings will be held Tuesday December 14th and Tuesday January 18th at 7pm.
If restrictions allow, we will have the meetings in-person. If not, a zoom link will be provided closer to the dates.

Meeting adjourned at 8:15 pm

Promontory Heights Elementary School PAC - GENERAL

2021-12-13

Profit & Loss Budget vs. Actual

Accrual Basis

July through November 2021

	Jul - Nov 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
District PAC Grant	0.00	175.00	-175.00
Hot Lunch Profits	5,105.68	2,500.00	2,605.68
Yearly Fundraising Profits			
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
Total Yearly Fundraising Profits	1,959.89	2,500.00	-540.11
Total Income	7,065.57	5,175.00	1,890.57
Gross Profit	7,065.57	5,175.00	1,890.57
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	6,061.37	0.00	6,061.37
Net Income	6,061.37	0.00	6,061.37

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

1. Available Balance = \$5528.85

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

	Jul - Nov 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Yearly Gaming Grant	0.00	12,280.00	-12,280.00
Total Income	0.00	12,280.00	-12,280.00 ⁵
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
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 ¹
Grade 5 YearBook Assistance	500.00	500.00	0.00 ²
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 ³
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
Total Expense	4,030.00	12,280.00	-8,250.00
Net Ordinary Income	-4,030.00	0.00	-4,030.00
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	-4,030.00	0.00	-4,030.00 ⁴

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

1. Transporttion Assistance was cashed
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2. Grade 5 Yearbook Assistance was cashed
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3. Student Planner Assistance was cashed
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4. No outstanding cheques
 We have 1 x \$500 schaolarship outstanding from 2020 (2 year expiry)

 Available Balance = \$7961.05
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5. Grant has not be recieved, Gaming grants had a follow up request regarding our Annual Report. Information submitted Nov 28 2021.
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