

PROMONTORY PAC

February 15th, 2021 at 7:00pm to 8:15pm | Online Zoom

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. Create a committee to review the PAC by-laws (about 4 people).
- 2.

Minutes for Promontory Elementary PAC

Location: Held Virtually via Zoom

Date: January 18, 2022

Time: 7:00 pm

Attendees: Melissa Benz, Jen Allen, Amanda Gervais, Kristie O'Hara, Chuck Bloch, Angelee Jack, Lisa VanDalfsen, Katie McNulty, Karmen Sawracki, "Katie", "Lisa B." Samantha Pipe – Safer City Program at City of Chilliwack and Krista Vrolyk – RCMP Officer with the Traffic Unit in Chilliwack.

Meeting called to order at 7:02 pm by Jen Allen

Amanda Gervais motions to approve the meeting agenda with the addition of the Special Presentation by Samantha Piper and Krista Vrolyk being moved to the first Agenda Item. Kristie O'Hara seconds the motion. None are opposed and the motion carries.

Amanda Gervais motions to approve the December PAC Meeting Minutes as posted. Karmen Sawracki seconds the motion. None are opposed and the motion carries.

Special Presentation: Samantha Piper/City of Chilliwack "Safer City Program" and RCMP Officer Krista Vrolyk with the Traffic Unit in Chilliwack

Last week Samantha Piper met with Chuck Block at the school to discuss and observe any traffic issues at the school parking lot, the Stoneview intersection, and the Weeden area. All items of note will be reported to the City Engineering Department as well as the school board to make improvements. There will be another request for feedback sent out to the public late Winter/early Spring. Watch for this and submit feedback!

Open Discussion:

Comment: With no sidewalk or crosswalk at the bottom of Weeden, there are lots of children who have to walk along the streets to get to busses.

Response: This has been observed and is on the engineering list. No action is planned, but it was recommended to continue raising the issue with the city in order to keep in on the radar.

Comment: Can there be more enforcement at the STOP sign at Weeden as many drivers don't stop there.

Response: An area with more complaints will get more resources assigned. Call often to have problem areas attended to more regularly. Also, sidewalks are usually put in at the time of development. The city has a budget of \$400,000/year for all sidewalks (new and repairs). Neighborhoods with schools typically get priority.

Comment: No parking zones around the crosswalk zone on Cedar Creek and speed limit signs seem to be getting ignored.

Response: [Samantha Piper] will have someone check signage is visible. Anyone can volunteer to monitor these areas, but may not do so as a representative of the school for liability reasons. Bylaw officers are now able to issue tickets by mail if they see a violation and take a photograph of the vehicle.

Question: Did you see anything that could be done to improve the flow in the school parking lot?

Response: Although the city is not usually involved when it comes to private parking lots, [Samantha] brought it up to the engineer for ideas.

Some ideas for improvement in the parking lot that came up in discussion include;

- Don't come in to the parking lot if you don't need to.
- Follow the rules of the parking lot (example: parking in the no parking/drop off areas).
- Possibly make it a 'right turn only' upon exiting the parking lot.
- More direct messaging to "problem offenders" instead of generic messages to everyone?

Question: Do you know why there is only 1 crosswalk at the 4-way stop on Sylvan and Promontory?

Response: Will bring this up with engineer to see where it is on the list of "to-dos".

Comment: The road is very narrow along Stoneview with the parking on the side. Is there anything that can be done there to clarify no parking vs. no stopping?

Response: Will look at signage or possible delimiters.

Question: Can anything be done to make it safer at the sidewalk at the top of the parking lot?

Response: Can look into solutions such as no left turn out of parking lot or no crossing during high traffic times (drop off/pick up times)

Comment: There is no sidewalk area that goes TO the Weeden and students use the Weeden stairs for hikes quite often.

Response: These areas are noted as well.

Principal's Report: Chuck Bloch

- New PE Teacher (Mrs. Jennifer Bohnert) starts on Monday.
- Miss Funk will be replacing Mrs. Ferris during her leave of absence.
- Paper cups have been purchased – Thank you PAC!! Please continue reminding your students to bring their water bottles from home.
- Grade 5 yearbook meetings have begun.
- Computer room renovations are under way.
- City said “no” to outdoor space largely due to concerns that vandals or vagrants may take advantage. Mr. Bloch re-evaluating some possible options.
- Popcorn machine has been repaired and returned.

Vice Principal's Report: Lisa VanDalfsen

- Health & Safety team had our school “ahead of the curve” in time for the new 2022 protocols!
- Record high students enrolled for 2022/2023! (90 for kindergarten alone!)
- It was asked if there would be any other events for the grade 5s students this year other than Camp Squeah or any other ways to hold the graduating ceremony. Will speak with teachers and see what options there are.
- The next spirit day will be “Color Day” happening on January 28th.

Treasurer's Report: Katie McNulty

- Gaming grant still not received. Other schools have not received either.

Teacher Requests: Chuck Bloch

- Brenda Fraser has requested Butterfly/Larva Kits for the grade 2 classes. This would cost \$250 + tax to get 5 kits (one for each grade 2 class).
Kristie O'Hara motions we spend the \$250+tax from the gaming account to pay for this. Amanda Gervais seconds this motion. None are opposed – Motion Carries.
- Lindsay Plummer has requested a “Chick Hatching Experience” for her grade 2 class. This would cost \$155 + tax.
Amanda Gervais motions we spend the \$250+tax from the gaming account to pay for this. Angelee Jack seconds this motion. None are opposed – Motion Carries.
- Breakfast Program is at the end of their funds and would like \$250.
Karmen Sawracki motions we spend the \$250+tax from the gaming account to pay for this. Kristie O'Hara seconds this motion. None are opposed – Motion Carries.

Fundraising Report: Leah Shields

- No Report.

Hot Lunch Report: Karmen Sawracki

- Jim's Pizza made a profit of \$225.
- Ginkos Lunch coming up on Jan. 28.
- Any parent volunteers are usually dismissed before kids receive their lunches to reduce any contact.

PHECSA Report:

- The preschool will be consolidating their space to allow more room for PHECSA programs to operate when preschool is not in session.

DPAC Report: Kimberly Gladstone

- No report.

Next PAC meetings will be held Tuesday February 15th and March 15th at 7pm.
The location and/or zoom link will be provided closer to this date.

Meeting adjourned at 8:27 pm

Promontory Heights Elementary School PAC - GENERAL

2022-02-14

Profit & Loss Budget vs. Actual

Accrual Basis

July 2021 through January 2022

	Jul '21 - Jan 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
District PAC Grant	0.00	175.00	-175.00
Grade 5 Hoodies	0.00	0.00	0.00
Hot Lunch Profits	5,048.38	2,500.00	2,548.38
Yearly Fundraising Profits			
Coupon Book	703.92	0.00	703.92
Little Mountain Greenhouse	0.00	0.00	0.00
Neufeld	1,255.97	0.00	1,255.97
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
Total Yearly Fundraising Profits	1,959.89	2,500.00	-540.11
Total Income	7,008.27	5,175.00	1,833.27
Gross Profit	7,008.27	5,175.00	1,833.27
Expense			
Bank Charges	0.00	0.00	0.00
BCCPAC Registration Fee	0.00	0.00	0.00
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
Pancake Breakfast - GW Choir	0.00	0.00	0.00
PhotoCopy Charges	0.00	150.00	-150.00
Santa Visit	269.95	250.00	19.95
Spring Fun Fair Expenses	0.00	0.00	0.00
Staff Appreciation Lunch	0.00	650.00	-650.00
Yearly Technology Upgrade	0.00	950.00	-950.00
Total Expense	1,274.15	5,175.00	-3,900.85
Net Ordinary Income	5,734.12	0.00	5,734.12
Other Income/Expense			
Other Income			
Interest	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Other Expense			
Misc	225.75	0.00	225.75
Total Other Expense	225.75	0.00	225.75
Net Other Income	-225.75	0.00	-225.75
Net Income	5,508.37	0.00	5,508.37

4:18 PM

Promontory Heights Elementary School PAC - GENERAL

2022-02-14

Profit & Loss Budget vs. Actual

Accrual Basis

July 2021 through January 2022

1. Deposits = \$3366.21 from Hot Lunch via MAL.

Cashed Cheques

Amanda = \$225.75 for Admin Gifts

Leah = \$193.82 for Oranges from Santa Visit

Outstanding items

Kims Pizza = \$1364.00

Gingko's = \$1638.00

Amanda = \$22.39 (Nicole Flowers)

SinAmen = \$2580.25

Available Balance = \$4853.09

This includes Purdy's deposit of \$1586.11, and Mabel's Labels = \$58.59, not showing on the report as they were deposited in February.

Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
 July 2021 through January 2022

	Jul '21 - Jan 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Yearly Gaming Grant	0.00	12,280.00	-12,280.00 ¹
Total Income	0.00	12,280.00	-12,280.00
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
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
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 ²

3:51 PM

2022-02-14

Accrual Basis

**Promontory Heights PAC - Gaming
Profit & Loss Budget vs. Actual
July 2021 through January 2022**

1. Grant has not been recieved. Another email has been sent on update. I have tried to call, but have been unsuccessful in my couple attempts to get through.

2. Available balance = \$8461.05, no outstanding cheques, but 2 x \$500 scholarships are still outstanding.
