

# Minutes for Promontory Elementary PAC

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**Location:** Promontory Elementary Library

**Date:** June 17<sup>th</sup>, 2025

**Time:** 19:04 hrs.

**Attendees:** Kim Kass (Principal), Justin Moore (Vice-Principal), Ashley Durance (Chair), Christina High (Secretary), Karmen Sawracki (Hot Lunch), Lisa Brine (Treasurer), Bronwyn Wilson (Fundraising), Esther Maloney, Halyna Burkin, Lindsay Nelson, Vanita Luies, Kristina Bedic, Dallas Horning.

Meeting called to order at 19:04 hrs by Ashley Durance. Ashley Durance motions to adopt the agenda as presented. Esther Maloney seconds the motion. All are in favour – motion carries. Esther Maloney motions to adopt the minutes from May 2025 meeting as presented. Karmen Sawracki seconds the motion. All are in favour – motion carries.

## **Principal/Vice Principal's Report: Kim Kass & Justin Moore**

### *May / June Highlights*

- Volunteer Appreciation Tea – May
- KinderFair: Welcome to Kindergarten event - end of May
- Fun Day for grades 1-4 – June 13
- Grade 5 Camp – June 13
- Kindergarten classes to Play Abby – June 13
- Year End field trip to Cultus Lake waterslides for Grade 2-5 classes – June 24
- Grade 5 farewell – June 25<sup>th</sup> @ 1:00pm

### *Update*

- Enrolment: K-2 level full, currently 12 space at grades 3-5 levels
- Possibly 6 Kindergarten
- 28 Divisions
- Staffing changes for 2025-2026 school year:
  - o Mr. Moore – Leaving
  - o Stacey Ingham – Retiring
  - o Janice Bannerman – Retiring
  - o Jordie Forbes – Leaving
  - o Rachel Fischer – Leaving
  - o 4 Positions filled:
    - Taylor Roman – Grade 2
    - Serena Larson – K-1
    - Laura Hayden – Grade 4-5
    - Trista Wood – Grade 4
- Childcare Youth Care Worker position just closed – will be announced
- Rebounder has been ordered
- Family Affordable Fund is depleted again this year – 10 Families

## **Treasurer's Report: Lisa Brine**

- General Account
  - o Cash in Bank
    - Chequing: \$ 27,481.89
    - Cash to Spend: \$13,426.13
  - o Outstanding cheques:
    - To Promontory Elementary Grade 5 Return-It account: \$583.50
    - To Jim's Pizza: \$2,629.50
    - To Promontory Elementary – Music room carpet: \$963.49
    - To Karmen S. – Staff appreciation drinks: \$53.36
    - To Shandar Hut – Staff appreciation lunch: \$1,123.50
    - To Munch a Lunch yearly fee: \$369.60
- Gaming Account:
  - o Cash in Bank
    - Chequing: \$8,204.06

- Cash to Spend: \$5,422.36
- Outstanding cheques:
  - Waterslides: \$1,750.00
- Notes:
  - Square – paid out of gaming cash to spend: \$61.82
  - Reptile guy paid out of Teacher/ Program requests: \$348.30
  - Grade 5 - \$1,000 from “Grade 5 Luncheon Assistance”, \$500 from “Outdoor Learning”
  - Waiting on invoice for Mr. Mueller’s booklet printing – money from “220 Nights of Reading Prizes” and “Kiwanis – Super Reader Prizes”
  - Peer Leader Lunch – June 18
  - Kindergarten Event – Use funds for sensory items?
  - Cheque written for Waterslides
  - Kindergarten Event Funds – could go to Sensory bin: possibly \$625.00
  - Up to \$1,000 for Bubble Tube:
    - \$625 from Kindergarten Event
    - \$275 from Teacher/Program Requests
    - Motioned by Esther Maloney, second by Ashley Durance. All in favour.
    - Order by June 30<sup>th</sup>

### **Teacher Requests: Ashley Durance/School Admin**

- None

### **Fundraising Report: Bronwyn Wilson**

- Kona Ice: \$337.00
- Neufelds: \$710.00
- Freezie Fridays for Grade 5 a success
- Inflatable Race: approx. \$270.00 earned
- Fall fundraisers:
  - Coupon Booklets
  - Art Cards
  - Mitchell's Soup
  - Purdy's Chocolate
  - Neufelds
  - Family Pictures

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

- Jim's Pizza: \$283.31 revenue
- Hot lunch yearly total: \$3,456.22

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

- No report.

### **DPAC Report: Nicole Esau**

- No report

### **New Business: Ashley Durance**

- Lost and Found all set up by Lindsay Nelson and Dallas Horning
- September 11<sup>th</sup> or 18<sup>th</sup> – Meet the teacher night (possibly)
- Kindness Week – Cheese Pizza (from Jim's Pizza) possibly ordered on Sept 5<sup>th</sup> by Karmen Sawracki
- Kinder Moms requesting a coffee cart for gradual entry week for Kindergarteners
  - PHESCA not using kitchen and will donate room and coffee
  - PHESCA will bring out toys. Connections for parents

**Next meeting will be held TBA.**  
**Meeting adjourned at 19:52 hours**