

Minutes for Promontory Elementary School PAC

Location: Promontory Elementary School Library

Date: October 21, 2025

Time: 19:00 hrs

Attendance: Lindsay Nelson (Chair), Halyna Burkin (Vice Chair), Helen Plummer (Interim Principal), Shelley Burke (Vice Principal), Lisa Brine (Treasurer), Amy Bogard (Secretary), Bronwyn Wilson (Fundraising), Kristina Bedie (Fundraising), Karmen Sawracki (Hot Lunch), Vantina Luie (DPAC Rep), Danielle Dina, Esther Maloney, Michelle Leamont, Kayla Pelley, Nicole Williams, Shalynn Smith, Amanda Esau

- Meeting called to order at 19:00 by Lindsay.
 - Lindsay motions to adopt the minutes from September meeting as presented. Esther seconds the motion. All are in favour – motion carries.
 - Introductions of attendees
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Principal/Vice Principal's Report: Helen Plummer & Shelley Burke (19:04)

- Expression of interest for principal position at Promontory will be posted in November
 - o Will be open to internal and external applicants
 - o Should know new principal by mid-December
- Dave M (assistant superintendent) will conduct a parent panel for parent input. Shelley and Helen will meet with him Oct 22 to find out potential dates
- School Highlights and Achievements
 - o Cross country and soccer have started
 - o Staff participated in “Going Deeper” workshop by Dr. Dustin Louie and Dr. Kevin Lamoureux for Truth and Reconciliation
 - o Christmas concerts are planned and being practiced (Dec 10 and 11)
 - o Remembrance Day Assembly is being planned (Nov 6 around 11).
 - Would like to do a dry run for loading gym prior to this date
- Student learning Programs
 - o FSAs wrapping up for gr 4s
 - o Student support team met – starting a girls’ and boys’ group in the gathering space
 - o Indigenous Education Assistant and Child and Youth Care Worker will be starting a small work catch-up/help block in the gathering space
 - o Teachers will host student teacher interviews/learning updates Thursday (Oct 23) afternoon, info has been sent to families
- Community and School Culture
 - o Halloween fun
 - Costumes allowed
 - Ks doing orange and black day, will be off site for field trip
 - o Looking at spirit days for the new year
 - o Partnerships with community organizations (Merry and Bright, Intern CYCC)
- Facilities and Operations
 - o Building updates and maintenance (fallen trees, playground, safety)
 - Fallen trees – Shelley’s husband (works with City) will come take down one of the trees, kids like playing on it but it’s rotten and not safe
 - Lots of stick play, trying to keep play by the fence and encourage building instead of sword play
 - Not proceeding with public consultation K-4 – info will be sent out in a newsletter
 - o Health and Safety Reminders (parking lot, and drop-off zones)
 - RCMP liaison has been around during dismissal. Has given out warning tickets to those in no parking zones

- Traffic counting volunteers have also been around, have requested them to be present more if possible (but high demand for them around other schools)
- Staffing
 - Teaching staff is set
 - EA assignments still changing (5 postings posted, closing on Friday Oct 24)
- Upcoming Dates and Events
 - Early dismissal Oct 23
 - Professional Development Day Oct 24
 - Remembrance Day Assembly Nov 6
 - Winter Performance Dec 10 and 11
 - Winter break begins Dec 20
 - Promontory School Strategic and growth plans (staff, student and parent input)
- Thank you to parents and volunteers for ongoing support with fundraising, popcorn, hot lunch, etc

Treasurer's Report: Lisa (19:23)

- Got the gaming grant (\$11700; \$500 less than expected)
 - Amount is based on previous Sept numbers (looked at past minutes and Sept 2024 enrollment was 585)
 - We get \$20 per student
- Cheque for iPads still needs to come out
- Scholarship money came out
- Munch a Lunch – lots of money came in for fall orders
 - Put into the outstanding expenditures line because will need to pay vendors with this money that has been collected from parents

Fundraising Report: Lindsay (19:27)

- Mabel's labels - \$50 so far
- Coupon books - \$1357.50
- Freezie Fridays
 - \$402.85 in sales (before reimbursing) - \$250 deposited
 - Will resume in May/June – all profit for these sales
- Winter Purdy's open (closes Nov 29, Pick up Dec 9)) - \$142.85 so far
- Photos – still have a couple time slots. Currently raised \$600 minus Munch a lunch fees (\$578.53 deposited)
- Art cards for kids – most have been collected
- Excel Martial Arts being set up for Feb/March (raised \$900 last year)
- Neufelds – Winter or spring
 - Spring, lots of extra costs at winter, and other schools currently running Neufeld fundraisers
- Mitchell's soup to run late January
- Inflatable race in June – one class win a prize
 - Consult with Ashley re this
- Bake sale at holiday concerts

DPAC Report: Vantina (19:32)

- Looking for DPAC committee
- Catchment email clarification
 - Students who are currently at an out of catchment school will stay there until they have their next natural break (ie transition to the next school level (from ES to MS or MS to HS))

Hot Lunch Report: Karmen (19:37)

- Jim's pizza was on Oct 17 - \$209.64
- Booster Juice on Oct 31
 - Need to cancel K orders as they are off site and Booster Juice doesn't keep well for them to get when they are back

New Business: (19:38)

- Pancake Breakfast put on by Promontory Community Church – Esther presented
 - Esther is involved in Kids Ministry for Promontory Community Church, do this as a way to continue to build community
 - Church would make breakfast for staff and students before Christmas break
 - PHECSA will let church use their kitchen for making pancakes
 - Date: December 17th
 - FREE event for all staff and students
 - Pancakes will be brought to each classroom by volunteers (similar to hot lunch)

Upcoming Meeting Dates

- November 25 at 7pm
- No December meeting
- January 20 at 7pm

Meeting adjourned at 19:47

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