

Minutes for Promontory Elementary School PAC

Location: Promontory Elementary School Library

Date: January 20, 2026

Time: 19:00 hrs

Attendance: Lindsay Nelson (Chair), Halyna Burkin (Vice Chair), Noel Sharman (Principal), Nancy Ferris (Interim Vice Principal), Amy Bogard (Secretary), Bronwyn Wilson (Fundraising), Karmen Sawracki (Hot Lunch), Shalynn Smith, Lyndsay Penney, Sophie Chapman, Melissa Telford

- Meeting called to order at 7:02 by Lindsay.
- Bronwyn motions to adopt the minutes from November meeting as presented. Shalynn seconds the motion. All are in favour – motion carries.

Principal/Vice Principal's Report: Noel Sharman 7:04

- Helen was very helpful with transition
- Review of Events
 - o Jan 15 School FT to Wizard of Oz went well
 - o Jan 16 Hat and Hair Flair Day lots of participation
- Upcoming Events
 - o Jan 23 Assessment and Evaluation Day – Staff will be at school
 - o Jan 30 Hot Lunch Jimi's Pizza
 - o Feb 2 Ready Set Explore (new Ks for September)
 - PAC will put post on FB with link to register
 - o Feb 3 & 4 Excel Martial Arts here for PE classes
 - o Feb 6 Super Reader Assembly (approx. times below)
 - 1:10 – 1:35 K – 2
 - 1:40 – 2:10 3-5
 - o Feb 10 Grade 1 classes skating
 - o Feb 12 Stave Lake FT (Wood and Krahm)
 - Hot Lunch Sinamen Bun Co
 - o Feb 13 Pro D Day – No School
 - o Feb 16 Family Day – No School
- Other Updates
 - o Nancy Ferris will be interim VP until Shelley is back at work, replacement for the classroom has been hired
 - o Interviewing for Roman's class should have successful candidate in the next few days
 - o SA interviewing has closed, still looking for casual SAs
 - o Triple Ball starting up (Boys – Tuesday, Girls. – Wednesday), thanks to Wood, Jensen, Holmes for organizing this
 - o Student Teachers are back at the end of January for long practicum (here until middle of May).
 - o Satisfaction Survey from Ministry of Education will be done with Grade 5 students. Email will be sent home that is an opt out email
 - o Cupcakes/Bake Sales – looking at this for a kindness project in connection with Pink Shirt Day
 - Need to be allergy aware of those in our community
 - Any baking needs to have an ingredient list
 - o Indoor Days can get a bit complicated
 - PAC will put out a request for donation of board games to be used by classes in this situation
 - Suggestion to use a tablecloth/piece of fabric to contain game pieces
 - Facilities manager coming on Thursday to do walkthrough outside

- Questions
 - If any negative comments/complaints seen on the internet, please pass on to Principal to help deal with the situation in person not online.

Treasurer's Report: Lindsay 7:30

- Lisa emailed report Lindsay shared
- Nothing in our out of Gaming Account
- General Account
 - Cheques were cashed for
 - Hot lunch (Jim's, Shandhar Hut, SinAmen Bun)
 - Bake sale fundraiser
 - \$419.01 Square \$886.55 Cash = TOTAL \$1285.56
 - Half (\$642.78) for Gr 5's other half for iPads
 - Fundraising Profit – Total \$2463.90
 - Art cards
 - Commission from made the grade
 - Bake Sale
- Lindsay will follow up with Trans Mountain re Grant now that it's January
- Discussion re discretionary budget
 - Noel has budget from Helen, still working through it
 - Hopefully we don't need to use this for second portable iPad purchase

Fundraising Report: Bronwyn 7:40

- Have raised over \$6000 up to date
- Excel Martial Arts – will drop off 30 passes (1-month classes, t-shirt)
 - Passes will be at the office
 - \$30 per pass (pure profit for school)
- Mitchell's Soup set up for Feb/March
- Neufeld Farms (spring)
- Freezie Fridays will start up again May/June
- Purdy's discussion for spring fundraiser
 - Spring is generally lighter profit then Christmas
 - Delivery prior to Easter
 - Easy to run
 - Decision – Yes run it
- Inflatable Race?
 - Students enjoyed
 - Vote for favourite inflatable to win
 - No Kona Ice
 - Noel is on board to participate in this; Lyndsay will talk to other staff re participation
 - Yes, will run in June after Noel looks through calendar to find a date when all classes are present (June is busy!)

DPAC Report – 7:46

- Amy mentioned that DPAC posted on FB about White Hatter Internet safety workshop
- PAC will post on our FB page to get information to our community

Hot Lunch Report: Karmen 7:48

- Jim's \$235
- Shandhar Hut \$274
- Upcoming Jim's Hot Lunch closes on Friday

Teacher Requests: Lyndsay 7:50

- Ms. Winter requests \$175.69 for Chick Hatching

- Motion by Bronwyn to use money from Cash to Spend to pay for this. Second by Lindsay. Motion passed
- Ms. Winter requests \$150 US for Razz Kids Reading Program. Has been paying for this out of pocket
 - Noel mentioned that there is funding for school to pay for this
 - Question re Freedom of Information and where student information is kept. Program is safe and verified by the district
 - School will cover the cost for this request

New Business: 7:57

- Mel presented idea of a Spring Carnival put on by PAC
 - She would spear head event
 - Event could include carnival games, food trucks, local business market, pony rides, magician, kids entrepreneur area
 - Discussion
 - Have done a spring carnival in the past
 - Lots of work
 - Not a lot of profit
 - Limited with what we can do due to insurance
 - Timing of event can be tricky with weather
 - Planning an event like this requires lots of planning (start in Sept for a spring event)
 - Suggestion was made to approach PHECSA to run a summer community event instead of a school event
 - PHECSA can run different programs due to renting space from the school
 - Lyndsay is willing to help Mel with this
 - Look into funding from City Block Party Grants
 - Connect with Promontory Church to see if they'd like to be involved
 - Mel will connect PHECSA to see if this can happen
- AGM Question – Can incoming parents of students enrolled in kindergarten attend AGM and take a position on the executive?
 - Yes, they can attend the AGM
 - They do not get a vote and cannot be elected in
 - If there is a vacancy for a position they could be voted in at the September PAC meeting once their child is at the school
- Garden Spaces
 - Currently not assigned to classes
 - Noel will put it out to teachers to see if anyone is interested in using these
 - Suggested that if they are empty PAC could look into seasonal plants that wouldn't require attention over the summer so that they are being used

Next meeting will be held – Tuesday, February 24 @ 7pm

Tentative meeting scheduled for March 31st

Meeting adjourned at 8:18