

# Promontory PAC Agenda – June 2023

Date/ Time: June 13<sup>th</sup> at 7:00 pm in the school library

Location: Promontory Elementary

Chair: Esther Maloney

Vice-Chair: Brooke Browne

Secretary: Amanda Gervais

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<i>Topic</i>	<i>Presenter</i>	<i>Time</i>
Introductions & Terr. Acknowledgements	Esther Maloney	1 min.
Adoption of Agenda	Esther Maloney	2 min.
Adoption of Minutes	Esther Maloney	2 min.
Principal Report	Kim Kass	8 min
Vice-Principal Report	Justin Moore	3 min
Bylaw & Constitution Amendment Proposal		10 min
<i>Voting Item #1</i> <i>Constitution</i> Section III –Interpretation of Terms		
• Add definition for “ <i>Annual General Meeting</i> ”		
<i>Voting Item #2</i> <i>Constitution</i> Section III –Interpretation of Terms		
• Amend definition of “ <i>parent</i> ”		
<i>Voting Item #3</i> Bylaw Section I-Membership		
• 1. ( <i>Voting members</i> )		
<i>Voting Item #4</i> Bylaw Section I-Membership		
• <i>Compliance with bylaws (NOTE regarding staff members who have a registered student)</i>		
<i>Voting Item #5</i> Bylaw Section III-Proceedings at General Meetings		
• 1. (Quorum)		
<i>Voting Item #6</i> Bylaw Section III-Proceedings at General Meeting		
• 6. (Voting)		
<i>Voting Item #7</i> Bylaw Section IV-The Executive		
• 8. (Executive defined)		
<i>Voting Item #8</i> Bylaw Section XI-Constitution and Bylaw Amendments		
• 2. (Written notice)		
Teacher Request	VP/ Chair	10 min
• Kindergarten Play Abby (\$620 for 2 buses)		
• Guided Reading Books (Table till September?)		
Treasurer Report	Katie McNulty	5 min
Fundraising Report	Bronwyn Wilson	3 min
PHESCA	Leah Shields	3 min
DPAC	Brian Leong	3 min
New Business:		10 min
1. Playground additional funds of \$8000		
2. AC installations for next year?		
3. Goodbyes!		
Total Time:		60 min

# Minutes for Promontory Elementary PAC

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**Location:** Promontory Elementary Multipurpose Meeting Room

**Date:** June 13, 2023

**Time:** 7:00pm

**Attendees:** Esther Maloney (Chair), Brooke Browne (Vice-Chair), Amanda Gervais (Secretary), Katie McNulty (Treasurer), Brian Leong (DPAC Rep), Lisa Brine, Halyna Burkin, Ashley Durance, Lindsay Nelson, Karmen Sawracki, Bronwyn Wilson, Kim Kass (Principal)

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Meeting called to order at 7:00pm by Esther Maloney. Esther motions to adopt the agenda as presented. Bronwyn Wilson seconds the motion. All are in favour – motion carries. Esther motions to adopt the minutes from last month's meeting as presented. Karmen Sawracki seconds the motion. All are in favour– motion carries.

## **Principal Report: Kim Kass**

*Playground update:* We have not received a grant. The shortfall is about \$7000.00.

*Enrolment update:* 623 students are enrolled for next year. Most grades are full. Our overflow school is Stitos.

*Staff update:* Mrs. Bohnert has accepted the position as the new ADST teacher in the Fall. There are several teacher job share positions open. We have 2 new Supervision Assistants.

Next year Admin is interested in using a new photography company for school photos called "Made the Grade".

## **Bylaw and Constitution Amendments: Amanda Gervais**

**Voting Item #1-**Add new item to constitution in Section III – Interpretation of terms to say:

*"AGM" or "Annual General Meeting" means the election of executives which occurs annually in May.*

Amanda Gervais motions to add this item. Karmen Sawracki seconds. All in favour-motion carries.

**Voting Item #2-**Amend definition of parent in Section III – Interpretation of terms to say:

*"parent" is as defined in the School Act (<https://www.bclaws.gov.bc.ca>)*

Amanda motions to amend this item. Ashley Durance seconds. All in favour-motion carries.

**Voting Item #3-**Amend Bylaws Section I – Membership to say:

### ***Voting members***

1. *All parents and legal guardians of students registered in **Promontory Heights Elementary Community School** are voting members of the **Promontory Heights Elementary Community School Parent Advisory Council**.*

Amanda motions to amend this item. Esther Maloney seconds. All in favour-motion carries.

**Voting Item #4-**Amend Section I – Bylaws: Compliance with Bylaws to say:

5. *Every member will uphold the constitution and comply with these bylaws.*

*NOTE: In the instance of a staff member who also has a registered student at Promontory Heights Elementary Community School, the parental status will be recognized with respect to voting.*

PAC tabled this motion until they can obtain some more information and look into how other PAC's handle this issue.

**Voting Item #5-**Amend Section III-Proceedings at Meetings to say:

### ***Quorum***

1. *A quorum for General Meetings and the AGM will be six voting members which must include three executive members.*

PAC unanimously decided against this motion and it was defeated.

**Voting Item #6-**Amend Section I – Membership to say:

5. *All voting will occur at PAC meetings on all matters either in person or virtually with identity confirmed (camera turned on), sign in with first and last name and PAC Exec or Admin confirm they are a parent of a child enrolled at Promontory Heights Elementary Community School. Voting by proxy will not be permitted.*

Amanda motions to amend this item with the revised wording above. Esther seconds. All in favour-motion carries.

**Voting Item #7-**Amend Section IV – Executive Defined to say:

- 8. The executive may be comprised of the Chairperson, Vice-Chairperson, Treasurer, Secretary, Fundraising Coordinator, and such other members of the Council as the membership decides. In the event all positions cannot be filled, the minimum to be viable is three: Chairperson, Secretary and Treasurer.*

Amanda motions to amend this item. Karmen seconds. All in favour-motion carries.

**Voting Item #8-**Amend Section XI-Constitution and Bylaw Amendments to say:

- 2. Written notice specifying the proposed amendments must be given to the members not less than 14 calendar days before the meeting.*

Amanda motion to amend this item. Ashley seconds. All in favour-motion carries.

### **Teacher Requests: Esther Maloney/School Admin**

Kindergarten event: Teachers are requesting \$620 for Play Abby year end event. No vote needed as this can come from “Kindergarten Event” line in the Gaming Account budget.

Multi-Cultural books: Tabled until September.

### **Treasurer’s Report: Katie McNulty**

Gaming account has an available balance of \$8173.02 allowing \$5107.46 for remaining budget expenses this year.

General account has an available balance of \$6340.08 allowing \$3766.37 for remaining budget expenses plus the additional \$1000 scholarship this year.

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

Neufeld raised \$1063.00. Little Coupon books are set for September sales. Bronwyn is open to new fundraising ideas for 2023/24 such as golf tournament, gift cards, etc..

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

Taco Del Mar raised \$355.68.

### **Grade 5 Fundraising: Amanda Gervais**

Final Return It Depot balance for the year was \$512.20. Esther is interested in taking on Grade 5 fundraising next year as well as taking over the Return It Depot account.

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

Nothing new to report.

### **DPAC Report: Brian Leong**

DPAC had their AGM and all Executives have carried over from last year. There are concerns about classroom temperatures during hot weather. Promontory Admin reports there are conversations happening at the district level and it is a ministry issue, therefore DPAC is the correct channel for this concern to filter through.

### **New Business: Esther Maloney**

1. Additional Playground Funds: \$7000.00 is still needed due to not receiving any grants and planning to have rubberized ground material go all the way across the new playground. The Gaming account has surplus funds due to being unable to use it during Covid. Esther motions to use \$7000 from the Gaming account to pay for the playground shortfall. Brooke Browne seconds. All in favour -motion passes.

2. Nesting Tables: Kim Kass is requesting funds for nesting tables at a cost of approximate \$450 each. The hope is to get 10-12 tables for the Maker Space, 3-4 tables for the CYCW/Indigenous Ed and Breakfast/Lunch Program, and 6 for the Meeting Room. Request is tabled until September when a firm quote can be obtained. Kim will also be coordinating funding for this item with the school’s budget.

First PAC meeting in September 2023 is TBD.

Meeting adjourned 8:10pm