

# 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.

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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
  - PHECSA not using kitchen and will donate room and coffee
  - PHECSA will bring out toys. Connections for parents

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