

MEETING MINUTES

Holy Spirit Catholic School Council Meeting

Date | time November 29th, 2023 | 6:35 pm | *Meeting called by* Jenelle

Board members

Jenelle Potyondi, Chair | Jason Duniec, Assistant Chair | Lee Morrison, Treasurer | Vacant, Secretary

Attendees

Jenelle Potyondi, Jason Duniec, Lee Morrison, Alicia Woolf, Jackie Comartin, Angela Ruiz, Michael Clair, Cecilia DeMarre, Dustin DeMarre, Aoife Cahill.

Time	Item	Owner
6:35 pm	Welcome	Jenelle
	Introductions (see sign in sheet attached)	All
	Opening Prayer	Jackie
	Approve Today's Agenda <ul style="list-style-type: none">1st – Lee2nd – Jason	All
	School Trustee Report (not present)	Le-Ann Ewaskiw
	Teacher's Report <ul style="list-style-type: none">HS enjoyed Advent wreath making eventHS saw great BookfairHS buddy classes and activities are a hitPre-K are doing daily affirmationsK are doing their word wallG1 are focused on literacy and their 50's dayG2 class wrote St Francis book and getting it publishedG3 working on Saint projects & running clubG4 Zoo School has been very successful & ESL had Remembrance Day presentations in home languages	Jackie Comartin

Time	Item	Owner
	Principal's Report	Aoife
	<ul style="list-style-type: none"> • Presented Education Assurance Measures (extremely positive) <ul style="list-style-type: none"> ○ Will be posted on website • Apply Schools Ally discussion • Discussed plans for SpiritFest (December 14th) <ul style="list-style-type: none"> ○ Artwalk ○ Door Decorating Contest ○ Photo Booth ○ Each Grade preparing themed baskets for raffle <ul style="list-style-type: none"> ▪ School Council voted to support basket & wrap cost ○ Pre-K, K & G1 stage presentation 6:00pm – 6:30pm ○ G2, G3 & G4 stage presentation 6:30pm-7:00pm ○ Need Volunteers for <ul style="list-style-type: none"> ▪ Basket & wrap purchasing ▪ Basket wrapping ▪ Selling tickets ▪ Raffle license ○ Aoife to share couch raffling ideas from other schools ○ Stage setup for Sunday, December 10th 	
	New Business	All
	<ol style="list-style-type: none"> 1. Lifetouch School Photos – not popular with most parents 2. Holy Redeemer Bus Adding Congestion / Safety Concerns <ol style="list-style-type: none"> a. Aoife to investigate relocation / rescheduling 3. Used toy donations - to be accepted at teacher's discretion 4. 3-Way Conference Rescheduling – Parents to book private meetings 5. Saffron Centre – Jason to investigate preparation of social media presentation for young families 6. School Council Communication – Aoife to check Dojo capabilities 	
	Business Arising from Previous Meeting	All
	<ol style="list-style-type: none"> 1. Secretary Position remains vacant 2. South / Staff parking lot planning major repairs for next year 3. Linking Generations as volunteer pool still developing 	
8:10pm	Adjournment	Jenelle

MEETING MINUTES

Parent Society Meeting

Date | time November 29th, 2023 | 8:11 pm | *Meeting called by* Jenelle

Board members

Jenelle Potyondi, Chair | Jason Duniec, Assistant Chair | Lee Morrison, Treasurer | Vacant, Secretary

Time	Item	Owner
8:11 pm	Welcome	Jenelle
	Approve Agenda	
	<ul style="list-style-type: none">1st - Angela Ruiz2nd - Alicia Woolf	
	Financial Report	Lee
	<ol style="list-style-type: none">Monthly Summary (Financial reports November 24th, 2023)<ol style="list-style-type: none">\$1,349.98 income increaseNo expected major expenses upcoming	
	New Business	All
	<ol style="list-style-type: none">Fundraising Additional Channel – Dustin DeMarre<ol style="list-style-type: none">One-time payment to avoid campaign in-school “pressures”Aoife mentioned this could provide parents with tax receiptsHot Lunch Program Report – Angela Ruiz<ol style="list-style-type: none">Buffer to be added<ol style="list-style-type: none">To cover any shortage(s) from suppliersAsking participating restaurants to add meals at no costIf restaurants not covering, 2-3 meals will be orderedAngela will select the additional mealsStaff to choose recipients - AoifeParent Society to support the additional cost<ol style="list-style-type: none">1st – Jenelle 2nd – AliciaCommunication Loop<ol style="list-style-type: none">Michael Clair to email Angela performance infoJeremy Fisher Performance – January 18th<ol style="list-style-type: none">All School to attend [≈260 students]\$10 / ticket\$500 for bussingVoted to make \$5 ticket cost<ol style="list-style-type: none">Parent Society supporting \$5 / ticket AND \$500 bussing≈\$1,800 cost voted and approved 1st – Jason 2nd – Lee	

Time	Item	Owner
	4. Fundraising Report – Alicia Woolf <ul style="list-style-type: none"> a. Cardbox Fundraiser <ul style="list-style-type: none"> i. 560+ boxes sold ii. \$6,000 profit generated 	
9:04pm	Adjournment	Jenelle

MEETING ATTENDANCE

Date: November 29th, 2023

NAME	E-Mail Address
Jenelle Potyondi	jpotyondi5@gmail.com
Michael Clair	mike@mclair.ca
Alicia Woolf	awoolf@telus.net
Jason Duniec	jason@instoneproducts.ca
Cecilia DeMarre	cmluzia@gmail.com
Dustin DeMarre	ddmarre@gmail.com
Lee Morrison	Lee.e.morrison@gmail.com
Angela Ruiz	
Jackie Comartin	
Aoife Cahill	