Meeting Minutes

Holy Spirit School Council

Date | time February 21, 2024 | 6:36 pm | Holy Spirit Catholic School

Meeting called to order by Jenelle Potyondi

# In Attendance

Jenelle Potyondi, Jason Dunic, Lee Morrison, Alicia Woolf, Erin Croft, Jackie Comartin, and Aoife Cahill.

# Approval of Minutes

Approve previous Meeting Minutes 1st Jason, 2nd Lee

Approval of Agenda 1st Jason, 2nd Lee

# Teacher’s Presentation

* School Highlights
* New Computer Coding Learning on a Tale-Bot in Science Class
* Musical Theatre Spring Performance May 29 & 30
* Alien In-Line Skating a Huge Success

# School Trustee

* Not in attendance. Le-Ann Ewaskiw is our new School Trustee.

# Administrative Report

* Hearts for the staff. Sharing kind words
* School Council Engage $500 grant still to use
* Provincial budget released end of February
* EICS budget released individual budgets for each school in March.
* Kindergarten registration numbers are half of last years.
* Ways to advertise
  + Social media
  + Daycares
  + Crescendo Music
  + Open House
  + County News
  + Newspaper

# New Business

Student Generated Funds (SGF) Account

EICS Holy Spirit will hold School Council Funds raised. The reason is School Council uses PowerSchool to collect funds from parents as they are familiar with the system. The school cannot issue a cheque to Parent Society, which means they need to issue the cheque for the expenditure. School Council will advise the school on how to spend from SGF account.

# Previous Business

* Big Box Fundraiser a Huge Success raising $6,811. Document create for future years.
* Jason will book Saffron presentation in April at a cost of $50 from the SGF account. 1st Jenelle, 2nd Jason
* Grade 4 Farewell in June. Mass, Fancy Lunch, Fun afternoon activities, bookmark gift. SGF account will pay Jason 1st, Alicia 2nd.
* Shrove Tuesday and Winter Carnival Hot Chocolate expense SGF account. 1st Alicia, 2nd Jason
* Next year for Hot Chocolate Station time volunteers to when student will arrive. Was off by 1 hour.
* Volunteer Handout form was successfully to gather many volunteers.

# Upcoming Expenses

* Faith & Wellness Day – Taco in a Bag SGF Funds. 1st Jason, 2nd Michael. Aoife will find volunteers. Jenelle send shopping list to Aoife.

# Student Generated Funds Financial Report

See attached document

# Action Items

* Jason book Saffron Presentation
* Aoife solicit volunteers for Taco in a Bag Lunch
* Jenelle send Aoife Taco in a Bag Lunch Shopping List

# Next Meeting

**April 3, 2024**

Motion to adjourn was made at 7:58 pm and was passed unanimously.

Meeting Minutes

Holy Spirit Parent Council Society

Date | time February 21, 2024 | 7:58 pm | Holy Spirit Catholic School

Meeting called to order by Jenelle Potyondi

# In Attendance

Jenelle Potyondi, Jason Dunic, Lee Morrison, Alicia Woolf, Erin Croft, Jackie Comartin, and Aoife Cahill.

# Approval of Minutes

Approve previous Meeting Minutes 1st, Jason, 2nd Lee

Approval of Agenda 1st Angela, 2nd Lee

# Treasurer Report

See attached document.

# New Business

* Add School Council section in S’More
* Push for more volunteers
* Purchase 5 electric griddles for the school. 1st Michael, 2nd Jenelle
* Support Staff Appreciation Day April 6. 1st Alicia, 2nd Lee
* April 13 Young Authors Conference at Lakeland Ridge and Holy Spirit. Parent Society Pay 50% of fee. 1st Jason, 2nd Alicia
* Volunteer Sign Up Sheet at School Dance

# Subcommittees

* Jenelle suggested going forward that we seek volunteers to run events and fundraising activities.

# Fundraising

* Spring Plant & Flower Fundraiser

# Hot Lunch

* Hotlunches.net annual website fee last year $350. Invoice will be coming soon for this year. Angela to price out Healthy Hungry website.
* Hot Lunch On-Site Coordinator and Online Coordinator – Recruit both positions in session 4.
* 3rd Hot Lunch Session open Feb 24 and closes on March 3. First Hot Lunch Order is March 7.
* Send out more reminders for hot lunch sign up and volunteers for distribution.

# Action Items

* Aoife & Angela – Hot Lunch Reminders
* Aoife – Recruit Volunteers for Support Staff Appreciation
* Jenelle create volunteer sign up sheet for school dance

# Next Meeting

**April 3, 2024**

Motion to adjourn was made at 8:58 pm and was passed unanimously.