Meeting Minutes

Holy Spirit School Council

Date | time April 24, 2024 | 6:37 pm | Holy Spirit Catholic School

Meeting called to order by Jenelle Potyondi

# In Attendance

Jenelle Potyondi, Jason Dunic, Lee Morrison, Dustin DeMarre, Kathy Yacyshyn, and Jackie Comartin

# Approval of Minutes

Approve previous Meeting Minutes 1st Jason, 2nd Jenelle

Approval of Agenda 1st Jenelle, 2nd Dustin

# Teacher’s Presentation

* School Highlights
* All teachers send out weekly highlights
* June 18 Grade 4 Farewell – Mass and lunch
* Musical Theatre Spring Performance May 29 & 30

# School Trustee

* Not in attendance. Jenelle emailed Le-Ann Ewaskiw requesting an update by email.

# Administrative Report

* Fit Set Ninja booked for June 11
* Volunteer Appreciation June 7, 8:30 am to 9:30 am
* Board approved school 2024/25 fees
* School has received 2024/25 budget from district. Budget will be told to staff on May 2 and then School Council.
* REAL Foundation Golf Tournament on May 22 at Broadmoor Golf Course.
* Family Dance Schedule gym booked for 2024/25. Oct 25, Jan 24/Feb 28, May 23.
* School Council Engage $500 grant still to use. Jenelle emailed Aoife regarding purchasing lights.
* Taco in a Bag June 21

# New Business

Science Olympics – Jason will email more information.

# Previous Business

* None

# Student Generated Funds Financial Report

No update

# Action Items

* Jenelle email Aoife regarding School Council $500 grant
* Need 1 more golfer for REAL Foundation Golf Tournament
* Jason send info on Science Olympics

# Next Meeting

**May 15 and June 11**

Motion to adjourn was made at 7:29 pm and was passed unanimously.

Meeting Minutes

Holy Spirit Parent Council Society

Date | time April 24, 2024 | 7:30 pm | Holy Spirit Catholic School

Meeting called to order by Jenelle Potyondi

# In Attendance

# Jenelle Potyondi, Jason Dunic, Lee Morrison, Dustin DeMarre, Kathy Yacyshyn, and Jackie Comartin

# Approval of Minutes

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

Approval of Agenda 1st Dustin, 2nd Michael

# Treasurer Report

No update

# New Business

* Event Procedure – Pull expenses for Shrove Tuesday, Taco in a bag and School Dance for 2023 and 2024. Write out better procedures and budget.
* Hot Lunch On Site Coordinator needed for 2024/25 school year.

# Fundraising

* Extra flowers from Spring fundraiser – Dustin will buy extra 3 flats.
* Spring Flower Fundraiser – Volunteers needed on delivery day for pick up. School will recruit volunteers from grade 4 parents.

# Hot Lunch

* Hot Lunch On-Site Coordinator and Online Coordinator – Recruit both positions in session 4.
* 4th Hot Lunch Session open April 27 and closes on May 5. First Hot Lunch Order is May 10.
* Send out more reminders for hot lunch sign up and volunteers for distribution.

# Action Items

* Michael – Send Jenelle job description for Hot Lunch Coordinator On Site
* Lee – Send Jenelle expenses for Shrove Tuesday, Taco in a bag and School Dance for 2023 and 2024.
* Jenelle – Draft procedures and budget for Shrove Tuesday, Taco in a bag and School Dance for 2023 and 2024.

# Next Meeting

**May 15 and June 11**

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