



# HOLY SPIRIT CATHOLIC ELEMENTARY SCHOOL

## School Council Meeting Minutes



DATE	September 17, 2025	TIME	6:35 pm	FACILITATOR	Council Members
IN ATTENDANCE					
Jenelle Potyondi	Angela Prette	Allyson Soroachak	Carrie Belisle	Aoife Cahill	
Adam Lysak	Sara Lysak	Amy Hunter	Megan Zdebiak	Cecilia DeMarre	
Collin Letawsky	Jen Letawsky	Judy Nam	Brandy Smith		
AGENDA ITEMS	INFORMATION & NOTES			APPROVALS, VOTES & OWNER	
Approval of Agenda	Complete			1. Amy Hunter 2. Adam Lysak	
Approval Minutes	Complete			1. Angela Prette 2. Adam Lysak	
Teacher Presentation	<b>Faith Integration:</b> - Side walk drawings, Welcome back assembly and Father Jim attended the Meet the Staff  <b>Learners and Learning:</b> - Grade 4 stem activity (egg drop), all grades doing science and math activities. - Teachers learning on Wednesday early out  <b>Systemic Wellness:</b> - Terry Fox Run - Asma has joined as a Mental Health support  <b>Community Engagement:</b> - Welcome Back BBQ Meet the teacher Night, families joining for Terry Fox run.			Brandy Smith- Grade 4	

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Principal Report	<ul style="list-style-type: none"> <li>- Early -outs have been very beneficial for teachers and staff (New provincial assessments for Grades 1-3 were learned in this time).</li> <li>- Provincial Assessments for Grades 1-3 was previously deferred so now it is required to follow the Alberta standard assessments, conducted 3 times a year. Kindergarten will also get two assessments. These assessments are required in September which is a strain. 23 students a class, 30 mins per assessment.</li> <li>- Student numbers are higher than expected (244), many new students over the summer.</li> <li>- Pending Teacher Strike has been communicated by the Superintendent. Staff are keeping energy high and staff can feel parent support for the teachers.</li> </ul>	Aoife Cahill
Student Generated Funds Financial Report (SGF)	<ul style="list-style-type: none"> <li>- Breakdown of the fund.</li> <li>- Current account is at \$0.</li> <li>- We need two Auditors to review 2024/2025, file by end of September. <ul style="list-style-type: none"> <li>• Jen Letawsky</li> <li>• Amy Hunter</li> </ul> </li> </ul>	Adam Lysak
New Business: Fit Set Ninja Summer Camp Fundraiser	<ul style="list-style-type: none"> <li>- Only one use for \$25. Not financially beneficial.</li> </ul>	Jenelle Potyondi
New Business: Vacant Roles	<ul style="list-style-type: none"> <li>- Chair: Cecilia DeMarre <b>Voted unanimously.</b></li> <li>- Assistant Chair: Jennifer Letawsky <b>Voted unanimously.</b></li> <li>- Treasurer: Adam Lysak</li> <li>- Communications Coordinator: Angela Prette</li> <li>- Secretary: Sara Lysak</li> </ul>	Council Members

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New Business: Vacant Roles Filled	<ul style="list-style-type: none"> <li>• Motion made by Jenelle Potyondi (outgoing Chair) to add Cecilia DeMarre and Jennifer Letawsky as signing authority to the Holy Spirit Council ATB bank account</li> <li>• Motion made by Jenelle Potyondi to remove Jenelle Potyondi and Jason Duniec as signing authority from the Holy Spirit Council ATB bank account.</li> </ul>	Jenelle Potyondi
Action Item	<ul style="list-style-type: none"> <li>• Jenelle to knowledge transfer with Cecilia and Jen</li> </ul>	Jenelle Potyondi & Cecilia DeMarre
Action Item	<ul style="list-style-type: none"> <li>• Cecilia and Jen to make an appointment at Baseline Road ATB to set up signing authority.</li> </ul>	Cecilia DeMarre & Jen Letawsky
Upcoming Dates	<ul style="list-style-type: none"> <li>• October 22</li> <li>• November 19?</li> </ul>	
Motion to adjourn	Complete	1. Adam Lysak 2. Jen Letawsky
Next meeting date: October 22, 2025		