



# HOLY SPIRIT SCHOOL COUNCIL MINUTES OF JANUARY 29 2019 MEETING



**Co-Chairs:** Ashley King, Trish Gerth

**Attendees:** Paul Mendonca (Principal), Daniel Mastroianni (Vice Principal), Lisa Costa (Secretary), Angela Klepp (Treasurer), Rose Bettio (Community Rep), Bernadette Dietrich (Parish Rep)

Parent Members: Alysha Davy, Geraline Laparan, Alicia

Regrets: Kim Piche, Patrizia DiGiantomasso (Teacher Rep), Crystal White (Teacher Rep)

<b>Topic</b>	<b>Discussion (Action items in bold)</b>	<b>Action Assigned to:</b>
<p><b>1. Call to Order</b></p> <p>1.1 Opening Prayer</p> <p>1.2 Approval of Agenda</p> <p>1.3 Approval of Minutes</p>	<p>Meeting was called to order by Paul Mendonca at 6:31pm.</p> <p>Paul lead the group in prayer.</p> <p>No additions. Approved as circulated.</p> <p>Minutes of November 27 2018 were motioned for approval by T. Gerth; seconded by R. Bettio. All in favour. Approved as circulated. Approved minutes will be sent out via Newswire and posted on the school website.</p>	<p>Paul/Daniel</p>
<p><b>2. Principal/Vice Principal Report</b> P. Mendonca/EJ Hunt</p> <p>2.1 Parking</p> <p>2.2 Healthy Schools Initiative</p>	<p>There are continued concerns regarding congestion and parking at the front of the school. Paul has reached out to the transportation department of Region of Waterloo. Paul and Dan are meeting with School Travel Facilitator on Friday. He will come to the school and witness a typical morning.</p> <p>Strategies to help reduce congestion:</p> <ul style="list-style-type: none"> <li>• Encouraging students to walk (i.e., walking school bus). Ashley advised that the Canadian Cancer Society will assist with planning routes, will provide grants for volunteer recognition, etc. Scooter racks should be here in the Spring. This, along with nicer weather, will hopefully encourage more students to walk/ride/scooter to school.</li> <li>• Encourage parents to contact city by-law officers with concerns. School will also advocate to have a larger by-law officer presence. By-law officer has only been to Holy Spirit once this year to date. Ideally, having a by-law officer here once a week would help considerably. Geraline advised that there is a link that can be used to report concerns directly to by-law. She will forward link to Paul to send out via newswire.</li> </ul> <p>Dan met with the Healthy School Representative (Muriel) about implementing the Healthy Schools Initiative at Holy Spirit. Ashley explained that Public Health assigns an RN to the school. The RN will come and do an assessment and will make recommendations and develop a plan, based on the needs of the school, for increasing the health of the school population (i.e., if vaping is a problem, will develop initiatives to address this).</p>	

<p>2.3 Confirmation funding request</p> <p>2.4 Pastoral funding request</p> <p>2.5 Additional funding wishes</p>	<p>Muriel will come to present to Council if we wish. A committee would be formed and students would be given a voice on the committee. Dan advised that the hope is to plan a couple of events late this the school year (June), with full implementation for Fall 2019.</p> <p>Paul spoke with the Grade 7 teachers to determine if there was anything needed to assist with confirmation. The Grade 7 teachers have submitted a request for \$500 annually (\$400 to supplement confirmation retreat costs; \$100 for art supplies). This would be a proposal for future years as this years confirmation takes place tomorrow and retreat has already occurred. Motion to approve the addition of \$500 for confirmation to Council’s annual commitments beginning 2019/20. All in favour. Motion passed.</p> <p>Pastoral Committee is beginning to submit receipts for the \$1000 that was approved last year. Council also approved an annual commitment of \$500. Pastoral Committee can therefore submit a total of \$1500 to Council.</p> <p>Mr. Luciani and Ms. Lemos have submitted a request for a 3D printer (approx. \$2000). The school is hoping to get funding for one 3D printer, and is requesting support from Council for the purchase of a second. Ultimate goal would be to have one for each division (primary, junior and intermediate).</p> <p>Paul is going to begin purchasing sit-stand desk for the classrooms with school funds, beginning with the intermediate classrooms. The desks are approx. \$145 each. This is one example of alternative spaces in classrooms to assist children with differing learning needs and to help students self-regulate. Another examples is a stationary bike (Holy Spirit currently has one). Paul would like to request \$1000 from Council to assist with the cost of purchasing these sit-stand desks. Holy Spirit has 23 classrooms. May not be as big a need in primary, as students are given more opportunity to move about.</p>	
<p><b>3. Chair’s Report</b> T. Gerth/A. King</p> <p>3.1 PRO Grant Update</p> <p>3.2 Science Night</p> <p>3.3 Greening Grant</p>	<p>We have been notified that we will be receiving the grant (\$1000), but it has not been received yet.</p> <p>Science Night is this Thursday. UW agreed to conduct the event for \$200 based on the understanding that we were not receiving the PRO Grant funding. There is also an upcoming Math Night (Feb 28<sup>th</sup>) that has some funding needs. The teachers have submitted a request for \$800-\$1000 to support this event. A. King motioned to use Pro Grant to pay for UW Science Night (\$200) and give remaining \$800 to Math Night. All were in favour. Motion passed.</p> <p>Ashley advised that we have been given a Greening Grant (\$2000) to</p>	

<p>3.4 2019/20 Welcome BBQ</p>	<p>clean up the rain garden area. Ashley is working on donor recognition signage. Costs for this will be paid out of the remaining Greening Account funds.</p> <p>Ashley raised the idea of bringing a food truck to the Welcome BBQ. Food trucks will come at no cost and a percentage of the proceeds raised are given back to the school (approximately 20%). Paul has some experience with food trucks at his previous schools.</p> <ul style="list-style-type: none"> <li>• Pros – very popular/well received, provides options.</li> <li>• Cons – there can be long lines, which can result in not enough time for classroom visits.</li> </ul> <p>If we are going to go this route, will need to ensure there are enough trucks (5-6 trucks). Trucks will also have to assure that their products are nut-free. Could keep Remember Me Inc. as a lower price point option, assuming they are still willing to come along with other vendors. Alicia volunteers to get additional information from a friend who arranges weekly food truck night at a Hespeler Church during the summer. Council expressed that tables and chairs would be appreciated for this event. Paul indicated this could be arranged.</p>	
<p>4. <b>Treasurer’s Report</b> A. Klepp</p> <p>4.1 Update on recent transactions and account balances</p>	<p>All account balances noted below are as of January 29, 2019.</p> <p><b>General Account Balance: \$7730.36</b> Recent General Account activity includes:</p> <ul style="list-style-type: none"> <li>• -\$3456.07 – payment of Angie’s Kitchen invoice (Turkey Lunch)</li> <li>• -\$73.31 to T. Gerth – reimbursement for supplies (Turkey Lunch)</li> <li>• -\$76.05 to A. King – reimbursement for cookies (Turkey Lunch)</li> <li>• +\$1521 – Turkey Lunch revenues (student contribution)</li> <li>• +\$60.97 – Mabels Labels revenues</li> <li>• \$906.22 still to be returned from Board Foundation account. Balance after return of these funds will be \$8636.58</li> </ul> <p><b>PIC Account Balance: \$49.20</b> Recent PIC Account activity includes:</p> <ul style="list-style-type: none"> <li>• +\$500 - PIC Grant received</li> <li>• -\$250 - Donation to St. Ambrose for Advent Mass</li> <li>• -\$200.80 - Advent mass expenses (reception food &amp; supplies) reimbursed (\$53.42 to L. Costa; \$147.38 to T. Gerth)</li> </ul> <p>A. Klepp motioned to transfer remaining balance to General Account in order to reset for next year. Seconded by T. Gerth. All in favour. Motion passed.</p> <p><b>PRO Grant Account Balance: \$23.28</b> No recent activity. Have been advised that we will be getting this grant but the money has not been received as yet.</p> <p><b>Greening Account Balance: \$1,466.42</b></p>	

	No recent activity	
<p><b>5. Fundraising Report</b> K. Piche</p> <p>5.1 Discussion on possible Spring fundraiser</p> <p>5.2 Smell pencils (Trish Gerth)</p>	<p>From November meeting: For consideration - Crystal brought sample Smencils (smelly pencils). St. Vincent de Paul sells these as a fundraiser and they sell like hotcakes. Cost is \$1/pencil. Sold for \$2. \$1 profit per pencil. Can purchase in buckets of 50 or cases of 500. Trish will see if she can get these through a supplier for less.</p> <p>Trish sourced another option. Fruit pencils. These are \$0.15 each. Suggestion to sell for \$1. Trish would take any that don't sell back and sell at Safari.</p> <p>It was felt that these were the better option. Lower price point, may sell more.</p> <p>Trish will look into boy themed pencils as well as erasers. Trish will order 2000 to start. Will tie it into Valentine's Day. Paul and Dan will take care of the selling.</p>	
<p><b>6. Parish Report</b> Bernadette Dietrich</p> <p>6.1 Bulletin and Updates</p>	<ul style="list-style-type: none"> <li>- Children's Liturgy continues at 9:00 and 11:00 masses each Sunday.</li> <li>- There is a DVD library available at the church. Parishioners can borrow items at no cost.</li> <li>- There will be a Youth Rally on Saturday, May 25<sup>th</sup>. This event is offered by the Dioscies of Hamilton for students in grades 7-12. There will be keynote speaker, musical guest and activities. More information on website. Bernadette provided a poster.</li> <li>- Much more information available in the Church Bulletin and on the church website – <a href="http://www.stambrosecambridge.ca">www.stambrosecambridge.ca</a></li> </ul>	
<p><b>7. Community Report</b> Rose Bettio (Kinbridge Community Association)</p>	<ul style="list-style-type: none"> <li>- March Break Camp – Medieval Times</li> <li>- New Youth Coordinator beginning in February.</li> </ul>	
<p><b>8. Other Business</b></p> <p>8.1 Turkey Lunch – Final Update (A. Klepp, T. Gerth, L. Arruda)</p>	<p>Total cost for 2018 Turkey Lunch was \$3605.43. \$1521 was collected from students. \$1500 contributed by Council. School will contribute remaining \$584.43</p> <p>There was lots of leftover turkey again this year (2 heaping trays). A little left over stuffing. Just enough potatoes and corn. Scoops for potatoes worked well. First sitting ran over time. Will need teachers assistance to get students to gym on time and stay on schedule.</p>	

<p>8.2 Shrove Tuesday (March 5)</p>	<p>Funding for this comes from the school. Council runs the event. Angela will coordinate. Will send volunteer letter home with reminder to bring own plate and cutlery. Pancake mix – Aunt Jemima, add water only. This is nut and dairy free. We try to get it when it is on sale. If we have an account with Fresh Co. they will package the order for us and give us 10% off. Alicia’s brother is a Manager at Zehrs and she will ask him if they offer anything similar.</p>	
<p>8.3 Important Dates</p>	<ul style="list-style-type: none"> <li>• January 30 – Confirmation @ St. Ambrose</li> <li>• January 31 – Anti-bullying Day (wear pink)</li> <li>• January 31 – Science Night</li> <li>• February 1 – Jersey Day</li> <li>• February 7 – First Communion parent meeting @ St. Ambrose</li> <li>• February 9/10 – Grade 2 Commitment Masses for students &amp; families</li> <li>• February 14 – Report cards</li> <li>• February 18 – Family Day</li> </ul>	
<p>8.4 Upcoming Meeting Dates</p>	<p>February 26 March 26 April 30 May 28</p>	

Meeting was adjourned at by T. Gerth at 8:09 pm.

**Next meeting:** February 26 2019 @ 6:30 pm.