



HOLY SPIRIT SCHOOL COUNCIL MINUTES OF OCTOBER 23 2018 MEETING



Co-Chairs: Ashley King

Attendees: Paul Mendonca (Principal), E.J. Hunt (Vice Principal), Lisa Costa (Secretary), Angela Klepp (Treasurer), Rose Bettio (Community Rep), Bernadette Dietrich (Parish Rep), Patrizia DiGiantomasso (Teacher Rep), Crystal White (Teacher Rep)

Parent Members: Linda Arruda, Geraline Laparan, Celeste Murphy, Christina Valentini, Alysha Davy, Tanja Pecnik

Regrets: Trish Gerth, Kim Piche

Meeting was called to order by P. Mendonca at 6:30 pm.

Topic	Discussion (Action items in bold)	Action Assigned to:
1. Opening Prayer P. Mendonca		
2. Approval of Agenda A. King	Approved as circulated.	
3. Approval of Minutes of May 29 2018 and September 25 2018 A. King	Both sets of minutes were approved as circulated. Motioned by Christina V, seconded by Celeste M.	Paul/EJ to arrange for minutes to be posted on school website.
4. Principal/Vice Principal Report P. Mendonca/EJ Hunt		
4.1 Tree Watering Donation	EJ reported that there was an anonymous donation from a member of the community for the students who did the tree watering over the summer. This will be added to what Council was going to provide.	
4.2 Internet Safety	Paul is attempting to get a group to come present but has been having difficulty connecting. He will keep us updated.	Paul to provide update at next meeting.
4.3 Sarah Westbrook Presentation – Resilient Families	This is booked. She is coming the Monday of Bullying Awareness week (Nov 19 th). Parent workshop will take place in the evening. Ashely requested that advertising for this event start right away to try to increase attendance as in the past attendance has been poor. Paul asked if the invitation could be extended to the other elementary schools in our family of schools. All were in agreement with this.	Paul/EJ to promote via Newswire. Paul to extend invite to other family schools.
4.4 Police Check Update	Paul clarified that this is a one-time requirement. In subsequent years only the offence declaration needs to be signed.	
4.5 Wish List Items Update	EJ has confirmed that lego is required and wanted by the Lego Club. They would also like bins for the lego, colouring books, colouring supplies, etc. Specialized items for the prayer club – approx. \$100 Recess equipment & kindie toys - estimate approximately \$1200	

<p>4.6 Review of Catholic School Council Handbook</p> <p>4.7 Catholic School Council Norms and Code of Conduct (handout)</p> <p>4.8 Council Positions – Role Description and Responsibilities (handout)</p>	<p>Jerseys – 15 @ \$55 = \$825</p> <p>Mr. Camara would also love to have an extra 10-15 tables</p> <p>Itemized list of reading items will be compiled after Council has committed to this item as is time intensive to develop. It was agreed that we would wait to see how the fall fundraiser goes to determine if there are enough funds for this. Paul advised that he would like to use the 4 Pillars to prioritize the wish list once outcome of fundraiser is known.</p> <p>Ashley is trying to get quotes for re-mulching the play areas but is having difficulty getting responses.</p> <p>Paul advised that he did not bring printed copies of the School Council Handbook because it is a very long document. He will email an electronic copy to all members and members are encouraged to review it.</p> <p>Paul presented the Catholic School Council Code of Ethics. Document was not reviewed in detail but members were encouraged to review on their own time. Paul highlighted that it is really all about respect.</p> <p>He also presented a summary of the Executive Positions. Paul indicated that going forward he would like meeting minutes distributed within 2-3 days of the meeting. Members will have 2-3 days to review and provide feedback to the Secretary who will make any requested revisions. Finalized minutes will be forwarded by the Secretary to the Chairs, Principal and Vice-Principal. Minutes will then be posted on the school website. Minutes will still formally be approved at the following meeting. If there are any additional changes, amended minutes will be put on the website. Agendas will also be posted on the school website.</p>	<p>Paul to send Catholic School Council Handbook electronically to council members.</p>
<p>5. Chair’s Report</p> <p>5.1 Greening Project Update - A. King</p> <p>5.2 PRO Grant</p>	<p>Ashley advised that Phase II is complete/open and students seem to be enjoying it.</p> <p>Back garden is also complete; however, unfortunately one bird house has already gone missing.</p> <p>Front garden was recently weeded again.</p> <p>Ashley is in the process of trying to get quotes for re-mulching.</p> <p>Ashley is writing a grant to update the rain garden.</p> <p>Paul advised that the Board Safety Officer is coming on Friday to make recommendations on the use of the play equipment in the junior area during the winter.</p> <p>Geraline asked how the use of the equipment was being monitored. Paul and EJ explained that there is a schedule for use of the equipment. Groups of 10 are rotated every 5 minutes or so to prevent kids from just hanging out (not actually playing) on the equipment. Kids that want to just sit and hang out are encouraged to use the other seating areas.</p> <p>The new government has paused the funding for this grant. Ashley advised that she contacted UW to inquire about pricing and was advised that as a result of changes to their funding they can offer it for \$200 this year.</p> <p>Ashley proposed that Council pay for this out of the General</p>	

<p>5.3 Advent Mass Preparation</p> <p>5.4 Turkey Lunch Date</p>	<p>Account. All were in favour of this. Ashley will attempt to schedule this for late Jan/early Feb.</p> <p>Advent Mass is Wednesday, December 5th @ 7pm. Trish will lead but will need assistance on the day of for set up and clean up. Lisa, Christina and Linda volunteered to assist.</p> <p>Tentative Date: Tuesday, December 18th Trish will do the ordering. It was agreed we would use Angie's Kitchen again as they have offered the best pricing for several years in a row. Linda will coordinate the kitchen volunteers. Angela will coordinate the gym volunteers. Paul will coordinate the borrowing of tables and chairs from Doyle.</p>	<p>Ashley to book UW Science Night for Jan/Feb.</p> <p>Trish to order Turkey lunch from Angie's Kitchen</p>
<p>6. Fundraising Report L. Aruda</p> <p>6.1 Dance-a-thon Update</p>	<p>DJ is booked. DJ Is charging \$250 but donating \$200, so net cost is only \$50. Money counting is taking place Wednesday, Thursday and Monday. Tuesday if necessary. Kim and Alysha will be leading this, but more volunteers are needed, especially for the first few days. Christina and Linda can assist on Thursday afternoon. Linda was able to get 26 pumpkins donated from Zehrs. Linda will pick them up and drop them off to school on Monday, October 29th. EJ purchased 12 carving sets from Walmart. Celeste donated all the decorations. Glow sticks will be sold classroom to classroom about ½ hour before dance – 50 cents each. Have purchased enough for 2 per students. Donations: Kim is hoping to purchase a snow racer from Costco using gift cards. Scooter has donated from Gibbs. Mini trampoline has been donated. Paul was able to get Kitchener Rangers tickets. Lots of great prizes, the kids will be excited. EJ will contact Boston Pizza to see if they will donate the classroom pizza party again this year.</p> <p>It was agreed that we will discuss need for an additional spring fundraiser at the next meeting. Tanja suggested spring planter fundraiser.</p>	<p>EJ to contact Boston Pizza.</p>
<p>7. Treasurer's Report A. Klepp</p> <p>7.1 Update on recent transactions and account balances</p>	<p>All account balances noted below are as of October 23, 2018.</p> <p>General Account Balance: \$5,734.51 Recent General Account activity includes:</p> <ul style="list-style-type: none"> • Dance-a-thon expenses to date (DJ, glow sticks, snacks) -\$417.85 • Gift cards for tree watering -\$230.00 	

	<ul style="list-style-type: none"> • Mabels Labels revenue +\$57.44 <p>PIC Account Balance: \$0 No recent activity. Grant should come in the next week or two - \$500.</p> <p>PRO Grant Account Balance: \$23.28 New governing has put a hold on this grant.</p> <p>Greening Account Balance: \$6,420.24 Recent Greening Account activity includes:</p> <ul style="list-style-type: none"> • Payment to contractor for Phase II installation -\$30,000.00 • CNDCF Grant (\$950) is still pending <p>Ashley would like to keep the greening account open for a little while longer to pay for donor recognition plaques. Ashley would also like to organize an event in the Spring to acknowledge completion of the greening project. Angela suggested keeping the greening account active for ongoing maintenance of the yard and gardens noting that it existed prior to the greening project for this purpose.</p>	
<p>8. Parish Report Bernadette Dietrich</p> <p>8.1 Bulletin and Updates</p>	<ul style="list-style-type: none"> - Children’s Liturgy this week - Children’s Liturgy at 9 am mass will be starting soon - Father Erik is starting a youth group and is looking for adult volunteers to help lead - Much more information available in the Church Bulletin and on the church website – www.stambrosecambridge.ca 	
<p>9. Community Report Rose Bettio (Kinbridge Community Association)</p>	<p>Kinbridge programs are still running. Rose inquired how the afterschool program is going at Holy Spirit EJ indicated that students seem to be enjoying the program. He believes that interest in the program will increase as the weather gets colder.</p>	
<p>10. Other Business</p> <p>10.1 Upcoming Events</p> <p>10.2 Upcoming Council Meeting Dates</p>	<p>October 29 – Photo Retake Date November 5 – Book Fair (in Library) November 8 – Parent-Teacher Interviews December 5 – Advent Mass</p> <p>October 23 November 27 January 29 February 26 March 26 April 30 May 28</p>	

Meeting was adjourned at by A. King at 7:37 pm.

Next meeting: November 27 2018 @ 6:30 pm.