



## **HOLY SPIRIT CATHOLIC SCHOOL ADVISORY COUNCIL** **MINUTES OF OCTOBER 1, 2019 MEETING**

Attendees: Trish Gerth (Chair); Paul Mendonca (Principal), Daniel Mastroianni (Vice Principal), Angela Klepp (Treasurer), Rose Bettio (Community Rep), Crystal Whyte (Teacher Rep), Elsa Lemos (Teacher Rep)  
 Parent Members: Kim Piche, Linda Aruda, Lisa Costa, Laura Brennan, Laura Ferrante, Kellyanne Couto, Marissa Phillips, Alicia Melady, Janice Jaskolka  
 Regrets: Alysha Davy, Bernadette Dietrich (Parish Rep), Patrizia DiGiantomasso (Teacher Rep), Celeste Murphy

<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 P. Medonca at 6:32 pm.</p> <p>P. Mendonca led the group in prayer.</p> <p>There were no additions/revisions to the Agenda. Approved as circulated.</p> <p>The Minutes of May 28, 2019 were pre-circulated by email prior to the meeting and hard copies were available for review at the meeting. The minutes were motioned for approval by T. Gerth. Seconded by A. Melady. All in favour. Approved as circulated.</p> <p><b>Approved minutes will be sent out via Newswire and posted on the school website.</b></p>	Paul/Daniel
<p><b>2. Principal/Vice Principal Report</b> P. Mendonca / D. Mastroianni</p> <p>2.1 Domino's Pizza Fundraiser</p> <p>2.2 Roles of Council</p>	<p>Domino's came in to the school to discuss a potential fundraiser for the school. Coupons would be sold for \$10.00- school to receive \$6.00, Domino's would take \$4.00. School to receive 600 coupons. Coupons would expire within a months' time. Company also spoke about another family pizza night fundraiser that was possible.</p> <p>If we were to go ahead with fundraiser the letter to families would have to go out Oct. 11/19. Council asked if it was possible to delay until Spring. Council to review options.</p> <p>Paul reviewed roles and responsibilities of the executive council. Reviewed ethics of council and the responsibility to act accordingly and for the interest of all the children at the school. Dedicated group of individuals on the council- excited to see some new faces.</p> <p>New Roles          Chair- Alicia Melady          Co-chair- Trish Gerth – Advisory role          Secretary- TBD          Treasurer- Angela Klepp          Parish Rep- Bernadette Dietrich – TBD          Community Rep- Rose Bettio          Volunteer Lead – Laura Brennan          Fundraiser Lead – Kim Piche/ Alysha Davy -TBD          Teacher Rep- Crystal White/Pat DiGiantomasso and Elsa Lemos          Principal- Paul Mendonca          Vice Principal – Daniel Mastroianni</p>	

<p><b>3. Chair's Report</b> T. Gerth</p> <p>3.1 Greening Update</p> <p>3.2 ProGrant Update</p>	<p>Trish has been trying to reach out to the board about planting the last garden in the primary area. Seems to be a hold on it until we can clarify whether the area is used for snow piles.</p> <p>Historically progrant money has been received by submitting an application. This year it is switching to a grant allocation. The money will be received by the school, and the principal and the council will then have to decide what to use it for depending on the amount allocated. Amount unknown at this time.</p>	
<p><b>4. 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 September 30th.</p> <p><b>General Account Balance: \$ 9,588.63</b> Recent General Account activity includes:</p> <p><b>PIC Account Balance: \$0 Not received yet.</b></p> <p><b>PRO Grant Account Balance: \$0.00</b></p> <p><b>Greening Account Balance: \$ not available</b></p> <p><b>Revenue received from Food trucks to be deposited at a later date as office staff are unable to assist with accounting transactions- amount \$433.83</b></p>	
<p><b>5. Fundraising Report</b></p>	<ul style="list-style-type: none"> <li>● Kim spoke about all the work that had been done with the Halloween Dance-a-thon; donation letter, letter to parents, stuffing of envelopes with pledge forms.</li> <li>● Lack of prizes for dance a thon- getting more difficult to get prizes from stores. Trish suggested that we use council money to buy prizes as we will make the money back- Kim, Alysha, Paul and Dan will buy prizes. Estimated amount to be spent is between \$500-600 dollars.</li> <li>● Asked Linda if it was possible to get pumpkins again for the dance-a-thon- it was, but the suggestion was to allow teachers to do the carving ahead of the dance-a-thon day.</li> <li>● Marissa has graphic design and photography background and would like to help with signs and possible a photo booth.</li> </ul>	

	<ul style="list-style-type: none"> <li>Spoke about work to rule and strike- office not able to assist with fundraising tasks.</li> <li>Money from parents will be sent in through cash online as Holy Spirit is to be a cashless school.</li> <li>Agreed to pay DJ \$250.00- Lisa motioned, seconded by Trish. All approved.</li> <li>Discussed how board sent out a letter that all fundraising should halt. Paul to clarify if all fundraising tasks were completed could we move forward with dance a thon.</li> <li>Rockton Fair- e-newsletter to go out to advertise Holy Spirit code again. Kickback from tickets AD \$2.75, CH \$1.75</li> <li>Mabels labels still continuing</li> </ul>	P. Mendonca
<b>6. Parish Report</b> Bernadette Dietrich  6.1 Bulletin and Updates	No report	
<b>7. Community Report</b> Rose Bettio (Kinbridge Community Association)	<ul style="list-style-type: none"> <li>Rose to send flyers to school to advertise youth activities.</li> <li>Holy Spirit still has Thursday night drop-in program for youth. Time 6-8pm</li> </ul>	
<b>8. Other Business</b>	Food Trucks at Meet the Teacher night was a huge success. Weather was great which allowed families to have picnics and socialize. Pop/water at council tent a success- would recommend moving to the middle of the school yard so that families see the tent better Council received 10% kick back from vendors- after teachers meals were deducted – profit of \$433.83 Suggested for next year another food truck and possibly a dessert truck. Feedback from teachers was positive, they did not mind the later classroom time.	

Meeting was adjourned at by T. Gerth at 8:19 pm.

**Next meeting:** November 5<sup>th</sup> 2019.