

## St Avila Home and School Association: April Meeting Minutes

**Date:** April 9, 2024

**Time:** 6:30 – 8:00 p.m.

**Location:** Ecole St Avila

In Attendance	
Administrators	Parents / Community Members
<ol style="list-style-type: none"><li>1. Mme. Jennifer Rothwell (Principal)</li><li>2. Mme. Lynn Marriott (Vice-Principal)</li></ol>	<ol style="list-style-type: none"><li>1. Kristin Wiebe</li><li>2. Sara Krahn</li><li>3. Jaccob Sulkers</li><li>4. Carrie Sulkers</li><li>5. Natalia Ventocilla</li><li>6. Tytanya Fillion</li><li>7. Kemi Omole</li><li>8. Natalia Obratzsova</li><li>9. Catherine Jackson</li><li>10. Erin Yellow Bird</li><li>11. Arifa Mark</li><li>12. Kavitha Nadarajah-Gbeve</li><li>13. Sheila Taylor</li></ol>
SAHASA Executive (2023-2024)	
<ol style="list-style-type: none"><li>1. Caitlin Steinvsvik (co-chair)</li><li>2. Sunayna Bhatt (co-chair)</li><li>3. <i>Ashley Tolton (treasurer) - regrets</i></li><li>4. Alana Isaak (secretary)</li><li>5. <i>Jennifer Verch (member-at-large) - regrets</i></li><li>6. Katie Dutfield-Wilms (member-at-large) - regrets</li><li>7. Lindsey Hiebert (member-at-large)</li></ol>	

### 1. Welcome and Introductions (Caitlin)

### 2. Acceptance of agenda and minutes

**Motion to accept Meeting Minutes & Agenda:**

**Moved by:** Natalia V.

**Seconded:** Arifa

### 3. Administration Report (Jennifer & Lynn) – see attached report

There was discussions on the following topics:

The school will be holding the *Welcome to Kindergarten* event on May 8 from 5:30-6:30 PM. Mme.

Marriott was wondering if SAHASA would like to host a table. The idea was that while the kids were doing some type of activity (i.e. preparing a snack), the new parents could meet SAHASA members.

Grade 6 Farewell will be held on June 25. SAHASA already has the key chains for the gift for grade six students. Mme. Rothwell and Kristin will connect about further opportunities.

Mme. Ty spoke about the upcoming school wide field trip in which grade 1-6 students will take the bus to Assiniboine Park. The students will take turns visiting various areas of the park including the Indigenous Garden, the smudging circle, the totem pole, the Terry Fox trail, the duck pond. Mme. Ty has proposed adding the activity of riding the steam train. The gentlemen who drives the train would come for the day to drive for the students. The cost would be \$3.75 / student. The school doesn't have a budget for this event and was wondering if SAHASA would considering paying the fee for the train (\$1,110). Executive will discuss further at a later date and will speak to admin about the decision. Need further consultation with the SAHASA treasurer. Mme Rothwell thanked Mme. Ty for her passion for the school and for all the work

she's done.

#### 4. Committee Reports

- a. **Financial Report** (see financial report)
- b. **Fun Lunch** (no updates)
- c. **Milk Program** (no updates)
- d. **Communication** – Kemi will post several stories on Instagram to promote the Glealea plant sale. April 15 is the deadline.

SAHASA shared a post on Instagram about an upcoming ringette opportunity which had been brought to the executive by a parent. There was some feedback about if this was an appropriate thing to share on the SAHASA Instagram. The question was asked about how the group felt about sharing community events. Mme. Rothwell said that the SAHASA's Instagram still falls under the umbrella of the school. Some people expressed support for community events to be highlighted by SAHASA as some families are new to Canada and they rely on the school community to share valuable information. The question was raised about if we can fairly highlight every community event on our Instagram. Mme Rothwell shared that community activities can also be added to her Notes from the Office emails. Some parents did express concern that there are inconsistencies in the school social media account (Christmas was not celebrated, but many other cultural days were recognized.). One parent asked if the school could particularly highlight French activities that exist in the city.

#### 5. Other Initiatives

- a. **Glenlea and Mabel's Labels**

We need to have orders of at least \$1500, if we want to earn a higher percentage (25%) of total sales. The school said they would be able to print the flyer and send it home with students. Some feedback that other schools have started their Glealea fundraiser a lot earlier.

Kavitha has drafted a letter that we could send out in June about Mabel's Labels and it will also be mentioned on the school supply lists.

- b. **Family Fun Night (June 13, 4:30 – 6:30 PM)**

We are still working at finding a dunk tank. We have organized a father to act as the DJ. Lindsey has secured some food trucks who will be attending the event: lemonade, pizza and Ethiopian truck. SAHASA would like to sell Freezies. Lindsey is continuing to look for a hot dog truck.

The school would like to do their thank you to the parents and guardians who volunteered at the school during the year at the Family Fun Night as opposed to doing a separate volunteer tea.

Mme. Rothwell suggested that we post on Instagram a save-the-date for the Family Fun Night.

- c. **Staff Appreciation**

We will continue our staff appreciation this Friday. There has been great involvement by the community and all the donation spots were quickly filled. The lunch for the staff will be on April

19 and the food will be delivered from a restaurant by 12:00 PM.

**6. New Business**

a. **Spring Yard Clean-up** (May 29)

We will meet separately to do the planning with Alana, Jacob and admin.

b. **Hot Dog Lunch** (June 20)

No updates at this time.

**7. Adjournment**

Meeting adjourned at 7:46 PM. Last SAHASA meeting of the school year will be on May 14.



## **ÉCOLE ST. AVILA PARENT COUNCIL**

**Tuesday, April 9, 2024**

### **Administrative Report to Parent Council (SAHASA)**

To date:

- 2023-2024 Current Enrollment is 365 students.
  - K 58
  - Gr. 1 68
  - Gr. 2 58
  - Gr. 3 43
  - Gr. 4 55
  - Gr. 5 36
  - Gr. 6 46
- We hope all our families had a wonderful spring break!
- Thank you SAHASA for organizing and to all the families that brought in breakfast treats this past week. Your demonstration of appreciation is greatly appreciated, and we look forward to enjoying the next 3 Fridays.
- Report cards were available online as of April 3<sup>rd</sup>.
- Bus Ridership was a success on April 5th.
- Vanessa Lillies, knowledge keeper of plants and medicines came to spend time with all our classes March 20<sup>th</sup> & 21<sup>st</sup>. This was our first visit of four until June. Teachers have selected a Call to Action that Vanessa will tie into the teachings for each grade group. April 17&18 is our next planned visit.
- March 22<sup>nd</sup>: Day of Play for all students
- Class Profiles: our second-class profiles have been taking place over the past couple of weeks. We use this collaborative process to plan for student needs.
- Rehearsals are underway for our Grade 3-6 Spring Concert – April 24<sup>th</sup> at 1:00 p.m. and 6:30 p.m. Thank you to our community in understanding our change of date.
- Basketball teams – congratulations to our grade 5&6s
- Current Clubs: Coding (all grade levels), Beading (grade 3-6), Badminton for grade 5&6, Ambassadors club: batteries, tabs, Improv Music club
- Ramadan: alternative space for students that are fasting. Wishing all families that celebrate Eid all the best in their celebrations tomorrow.



## **ÉCOLE ST. AVILA PARENT COUNCIL**

Upcoming:

- There is a schoolwide student assembly planned for International Day of Pink on April 10<sup>th</sup>. Students and staff are encouraged to wear pink on April 10<sup>th</sup>.
- Hearts for École St. Avila: we are celebrating what students love about coming to school and tying this to with our school beliefs. The next step in the connection of this work to a school quilt – every student will be creating a piece of the quilt.
- April 9<sup>th</sup>: Celebrating the French Immersion program as a division through professional development for teachers and leaders.
- May 8<sup>th</sup>: 5:30- 6:30 Welcome to Kindergarten Evening!
- Grade 6 Farewell (l'Adieu de 6e): Invitation was sent to Grade 6 families: Tuesday, June 25<sup>th</sup> at 1:30 p.m.
- Spring Photos: May 1<sup>st</sup>
- Track and Field day for grade 4,5,6 at École Viscount Alexander
- Field Trips are being planned for end of year – be sure to check the school calendar
- Planning stages: School-wide Field Trip to Assiniboine Park on May 31<sup>st</sup>.
- Communication: We're on Instagram: @ecolestavila, check the website, read our weekly Notes form the office.

St. Avila Home and School Association (SAHASA) Report - 2023-2024

	March	Actual Year to Date	Projected (September to August)
<b>Revenue (Deposits)</b>			
Munch revenue before Munch fees (Pizza, Milk, pita, popcorn)	\$ 103.21	\$ 28,715.10	\$ 18,600.00
Munch payment (cheque or e transfer)	\$ -	\$ 340.80	
Mabel's Labels	\$ -	\$ -	\$ 50.00
Family dance	\$ -	\$ 650.30	\$ 450.00
Movie Night	\$ -	\$ 482.85	\$ 450.00
Fundraiser: Show and Save	\$ -	\$ 1,900.00	\$ 1,000.00
Fundraiser:	\$ -	\$ -	\$ -
Fundraiser:	\$ -	\$ -	\$ -
Grant funds	\$ -	\$ -	\$ -
PTSD Operating Grant (for SAHASA Meetings)	\$ -	\$ 375.00	\$ 375.00
Bank Interest	\$ 6.39	\$ 6.39	\$ 5.00
Deposit from Savings	\$ -	\$ -	\$ -
Other: Tshirts Volunteers	\$ -	\$ 136.50	\$ -
Other: Float	\$ -	\$ 75.00	\$ -
Other: missed pizza order; refund payment; cheque return	\$ -	\$ 89.27	\$ -
<b>Total Revenue</b>	<b>\$ 109.60</b>	<b>\$ 32,771.21</b>	<b>\$ 20,930.00</b>

<b>Expenses (Withdrawals)</b>			
Pizza lunch	\$ 466.56	\$ 2,640.32	\$ 3,300.00
Milk Program	\$ 865.42	\$ 3,813.51	\$ 4,815.00
Pita Pit	\$ -	\$ 2,214.00	\$ 2,235.00
Popcorn	\$ 223.93	\$ 1,486.51	\$ 1,125.00
Subway	\$ 900.90	\$ 900.90	
Supplies for events (plates, AL foil, hairnets)	\$ 19.17	\$ 212.48	\$ 200.00
MunchaLunch subscription	\$ -	\$ -	\$ 336.00
MunchaLunch Refund to Parents	\$ 15.00	\$ 246.65	\$ 400.00
MunchaLunch Transaction/Swipe Fees	\$ 2.25	\$ 966.20	\$ 1,000.00
Babysitting (SAHASA meetings)	\$ 60.00	\$ 180.00	\$ 350.00
SAHASA meeting - food/beverages	\$ -	\$ 49.77	\$ 150.00
SAHASA windup	\$ -	\$ -	\$ 300.00
Family dance	\$ -	\$ -	\$ 50.00
Movie Night	\$ -	\$ 86.58	\$ 50.00
Other Fundraiser: Show and Save	\$ -	\$ 1,237.50	\$ 500.00
Pancake breakfast	\$ -	\$ -	\$ 250.00
End of year Picnic	\$ -	\$ -	\$ 550.00
Spring and fall cleanup (kids treats)	\$ -	\$ -	\$ 110.00
Summer school grounds care (Jul-Aug)	\$ -	\$ -	\$ 400.00
Staff appreciation	\$ -	\$ -	\$ 400.00
Teacher retirement/council member gifts	\$ -	\$ -	\$ 300.00
Grade 6 grad gifts	\$ -	\$ -	\$ -
School t-shirts	\$ -	\$ 4,323.76	\$ 3,500.00
Office supplies	\$ -	\$ 99.32	\$ 30.00
Bank service fees	\$ 7.20	\$ 35.15	\$ 60.00
Other: GIC	\$ -	\$ 10,000.00	\$ -
Other: Entertainers Festival (Ecole St Avila)	\$ -	\$ 500.00	\$ -
Other:	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 2,560.43</b>	<b>\$ 28,992.65</b>	<b>\$ 20,411.00</b>
Profit/Loss	<b>-\$2,450.83</b>	<b>\$3,778.56</b>	<b>\$519.00</b>

Balance forward previous month's operational account: (used the amt with undeposited cheques included)	\$19,036.75	
Operational account:	\$16,585.92	SAHASA funded events are paid from this account. See above budget for estimated
<b>Financial Liabilities</b>		
Undeposited Cheques	\$30.00	PUT cheque # here until deposited
Outstanding payment	\$0.00	#406 and 411
Operational account plus Liabilities = actual	\$16,615.92	

Long term savings (Playground upkeep)		Reason
Balance forward	\$ 14,051.30	
Interest	\$39.98	
Withdrawal	\$0.00	
Deposit	\$0.00	
<b>Long term savings total</b>	<b>\$14,091.28</b>	

\$5128.58 in GIC due May 2024  
2x \$5000 GIC due November 2024