

St Avila Home and School Association: January Meeting Minutes

Date: January 16, 2024

Time: 6:30 – 8:00 p.m.

Location: Ecole St Avila

In Attendance:	
Administrators	Parents / Community Members
<ol style="list-style-type: none"> 1. Mme. Jennifer Rothwell (Principal) 2. <i>Mme. Lynn Marriott (Vice-Principal) - regrets</i> 	<ol style="list-style-type: none"> 1. Kristin Wiebe 2. Arifa Mark 3. Natalia Obratsova 4. Kemi Omole 5. Kavitha Nadarajah-Gbeve 6. Bawo Tonwe
SAHASA Executive (2023-2024)	
<ol style="list-style-type: none"> 1. Caitlin Steinvsvik (co-chair) 2. Sunayna Bhatt (co-chair) 3. Ashley Tolton (treasurer) 4. Alana Isaak (secretary) 5. Jennifer Verch (member-at-large) - virtual 6. Katie Dutfield-Wilms (member-at-large) 7. <i>Lindsey Hiebert (member-at-large) - regrets</i> 	

1. Welcome and Introductions (Caitlin)

All in attendance were given an opportunity to introduce themselves.

2. Acceptance of agenda and minutes

Motion to accept Meeting Minutes & Agenda: Katie

Second: Arifa

Motion: Passed

3. Administration Report (Jennifer) – See attached report

Discussion was had about the upcoming *Celebration of Learning*. Some parents expressed concern that there won't be time for parents to get 1:1 time with the teachers during which they can hear about concerns or discuss confidential matters. Jennifer explained that parents could contact the teachers directly if they had concerns that needed to be discussed privately. The question was asked if parents' emails could be shared within classes, if parents chose to opt-in. Jennifer said she would check.

4. Committee Reports

a. **Financial Report** (Ashley) – see attached report

b. **Fun Lunch & Milk** (Katie)

Ordering is now open for the next session (milk and popcorn). Subway was well-received so we will have 2 subway lunch dates. It was asked if teachers or students can ensure the names on the desks for the Fun Lunches.

Milk – everything has gone smoothly for the first session. Hoping for increased milk orders for the next term. We have a new milk supplier as the previous one retired. Mme. Robb continues to be a

huge support ensuring this program works smoothly. The idea was presented for SAHASA to purchase a small gift of appreciation for Mme. Robb at the end of the year.

c. **Communication** (Kemi)

Instagram followers have increased from 71 to 84. We will strive to post more than just reminders to try to engage more with the followers.

5. Other Initiatives

a. **Movie Night** (Executive)

The decision was made not to schedule any movie nights this winter and spring as there are already many activities being planned by the school in the next few months. We will revisit the conversation in fall.

b. **Popcorn** (Kristin)

The program is going smoothly. Mme. Morin's class is doing a great job delivering to classrooms.

c. **Show and Save** (Kavitha)

31 families participated. Ordered 75 books, got 8.50 per book, we got \$637.50 cents. There was some discussion about running another fundraiser. The options discussed were repeating the Pizza Hotline fundraiser from last year or looking at a Dominos Pizza fundraiser. Suggestion was that we could offer the Domino's Pizza fundraiser during the week that the school concerts are happening. Kavitha will reach out to Dominos Pizza to get further information.

d. **Pancake Breakfast** (Kristin)

Pancakes will be served to all classes during the week of February 20-22. Planning to serve the pancakes at 9:30 a.m. Are looking for 2 volunteers per classroom. There are 16 classes so around 5 classrooms a day will receive pancakes.

e. **Used Book Sale** (Caitlin)

Doesn't seem to make sense with the Winter Bazaar. Future idea would be to run it in the fall and could be coordinated to happen along with tri-conference.

6. New Business

a. **Community Event** (Executive)

Discussion was had about organizing a community event in the months of May or June. We could invite some food trucks, sell snacks like chips and freezies. Families could bring a picnic or buy their food. Play music. The suggestion was made to have a dunk tank with teachers. Possible date is June 13. Possible name is Family Picnic night.

b. **Financial support for school initiatives** (Jennifer and Executive)

Mme. Rothwell approached SAHASA about providing some financial support for some of the school initiatives such as Mme. Diva and the off-site winter/spring concerts. The executive discussed that \$500 would be a reasonable amount to provide to the school based on what has been done in past years.

Motion to give \$500 to the school for Mme. Diva (Caitlin)

Second: Sunayna

Motion: Passed

7. Adjournment

Meeting adjourned at 7:57 PM. Next meetings will be on February 13, March 12, April 9 and final meeting May 14.

Draft

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

	Nov-Dec	Actual Year to Date	Projected (September to August)
Revenue (Deposits)			
Munch revenue before Munch fees (Pizza, Milk, pita, popcorn)	\$ 387.88	\$ 13,374.30	\$ 18,600.00
Mabel's Labels	\$ -	\$ -	\$ 50.00
Family dance	\$ -	\$ 650.30	\$ 450.00
Movie Night	\$ 482.85	\$ 482.85	\$ 450.00
Fundraiser: Show and Save	\$ 1,900.00	\$ 1,900.00	\$ 1,000.00
Fundraiser:	\$ -	\$ -	\$ -
Fundraiser:	\$ -	\$ -	\$ -
Grant funds	\$ -	\$ -	\$ -
PTSD Operating Grant (for SAHASA Meetings)	\$ 375.00	\$ 375.00	\$ 375.00
Bank Interest	\$ -	\$ -	\$ 5.00
Deposit from Savings	\$ -	\$ -	\$ -
Other: T-shirts Volunteers	\$ -	\$ 136.50	\$ -
Other: Float	\$ 75.00	\$ 75.00	\$ -
Other:	\$ -	\$ -	\$ -
Total Revenue	\$ 3,220.73	\$ 16,993.95	\$ 20,930.00

Expenses (Withdrawals)			
Pizza lunch	\$ 867.04	\$ 1,277.60	\$ 3,300.00
Milk Program	\$ 2,048.28	\$ 2,048.28	\$ 4,815.00
Pita Pit	\$ 1,469.50	\$ 1,469.50	\$ 2,235.00
Popcorn	\$ 501.88	\$ 773.77	\$ 1,125.00
Subway	\$ 844.95		
Supplies for events (plates, AL foil, hairnets)	\$ 70.55	\$ 127.64	\$ 200.00
MunchaLunch subscription	\$ -	\$ -	\$ 336.00
MunchaLunch Refund to Parents	\$ -	\$ 145.00	\$ 400.00
MunchaLunch Transaction/Swipe Fees	\$ 12.84	\$ 457.79	\$ 1,000.00
Babysitting (SAHASA meetings)	\$ 30.00	\$ 90.00	\$ 350.00
SAHASA meeting - food/beverages	\$ -	\$ 49.77	\$ 150.00
SAHASA windup	\$ -	\$ -	\$ 300.00
Family dance	\$ -	\$ -	\$ 50.00
Movie Night	\$ 86.58	\$ 86.58	\$ 50.00
Other Fundraiser: Show and Save	\$ 1,237.50	\$ 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	\$ 19.32	\$ 19.32	\$ 30.00
Bank service fees	\$ 13.20	\$ 18.40	\$ 60.00
Other: GIC	\$ 10,000.00	\$ 10,000.00	\$ -
Other:	\$ -	\$ -	\$ -
Other:	\$ -	\$ -	\$ -
Total Expenses	\$ 17,201.64	\$ 22,124.91	\$ 20,411.00

Profit/Loss	-\$13,980.91	-\$5,130.96	\$519.00
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Balance forward previous month's operational account: (used the amt with undeposited cheques included)	\$21,657.31
Operational account:	\$7,676.40
Financial Liabilities	
Undeposited Cheques	\$1,374.96
Operational account plus Liabilities = actual	\$9,051.36

Milk, fun lunch expenses and SAHASA funded events are paid from this account.
See above budget for estimated expenses.

Long term savings (Playground upkeep)		Reason
Balance forward	\$ 13,896.33	
Interest	\$77.91	
Withdrawal	\$0.00	
Deposit	\$0.00	
Long term savings total	\$13,974.24	

\$5128.58 in GIC due May 2024

2x \$5000 GIC due November 2024



ÉCOLE ST. AVILA PARENT COUNCIL

Tuesday, January 16th, 2024

Administrative Report to Parent Council (SAHASA)

To date:

- 2023-2024 Current Enrollment is 362 students.
 - K 51
 - Gr. 1 73
 - Gr. 2 58
 - Gr. 3 43
 - Gr. 4 55
 - Gr. 5 36
 - Gr. 6 47
- Students enjoyed Winter Spirit days as well as acting as philanthropists - collecting for Manitoba Harvest and Koats for Kids
- Indoor recess: winter temperatures have kept us inside. Reminder to send kids dressed in winter wear.
- J'aime Lire! Month is being celebrated this month of January, them is dragons.

Upcoming:

- Amisk! Warming Hut – starting January 24th at the Forks.
 - i. Question for parent community – connections to world mural on the north side of the building office door
- Winter Concert: January 25th for Kindergarten – Grade 3 students at Soul Sanctuary.
- Celebration of Learning: February 1st (evening) and February 2nd (am)
- Kindergarten Information Evening is Thursday, February 8th at 6:00 p.m.
- Planning for Festival du Voyageur is underway: Mme Diva is booked for K-3, and Douzie et TiBert is booked for Grade 4-6 as French Cultural experiences through performance.
- We continue with our Culture and Belonging goals include teaching and learning about plants, Indigenous perspectives, and will lead to the planting of a medicine garden in the school yard in the spring.
- Intent to register for Kindergarten to Grade 5 students – electronic form this week
- Communication: We're on Instagram: @ecolestavila, check the website, read our weekly Notes form the office.



**ÉCOLE ST. AVILA
PARENT COUNCIL**