

St Avila Home and School Association: May Meeting Minutes

Date: May 14, 2024

Time: 6:30 – 8:00 p.m.

Location: Ecole St Avila

In Attendance	
Administrators	Parents / Community Members
1. Mme. Jennifer Rothwell (Principal) 2. Mme. Lynn Marriott (Vice-Principal)	1. Arifa Mark 2. Carrie Sulkers 3. Catherine Jackson 4. Kristin Wiebe 5. Kemi Omole 6. Natalia Ventocilla 7. Erin Yellow Bird
SAHASA Executive (2023-2024)	
1. Caitlin Steinvsvik (co-chair) 2. <i>Sunayna Bhatt (co-chair) - regrets</i> 3. Ashley Tolton (treasurer) 4. Alana Isaak (secretary) 5. Jennifer Verch (member-at-large) 6. Katie Dutfield-Wilms (member-at-large) 7. <i>Lindsey Hiebert (member-at-large) - regrets</i>	

1. Welcome and Introductions (Caitlin)

2. Acceptance of agenda and minutes

Motion to accept Meeting Minutes & Agenda:

Moved by: Jen Verch

Seconded: Kristin Wiebe

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

4. Committee Reports

- a. **Financial Report** (see financial report) – GIC will be coming due any day. Our plan was to reinvest the money and the interest. We have GICs coming due in May and in November.

Motion to reinvest the May GIC with interest

Motion: Andrea

Second: Jen Verch

Administration shared that one saucer on the playground is currently broken but PTSD facilities may be able to repair it.

- b. **Fun Lunch Program** (Jen Verch)

Last pizza lunch will be held tomorrow. It was moved because of track and field. They still need volunteers in 4 classes. We also have an upcoming Subway and Pita Lunch in May.

- c. **Milk Program (Katie)**
Things have gone well for the Milk Program this school year. The new milk delivery person is very organized. Katie is considering whether to do one or two intakes for milk as there was a notable increase for the second push.
- d. **Communication (Kemi)** – Instagram followers, we're at 99!

5. Other Initiatives

- a. **Staff Appreciation (Alana)**
Everything went well and the staff were very happy with the event. No changes for next year!
- b. **Fundraising (Caitlin)**
Gleanlea Fundraiser: Plants are getting delivered tomorrow. If anyone has some boxes around, please bring them. Fundraiser was very easy to run. Next year we can open it up earlier.
- c. **Family Fun Night**
Event to be held on June 13, 4:30 – 6:30 PM. We have a couple of food trucks booked and we're still looking for a few more. SAHASA will be selling freezies and chips for some low-cost options. Alana can make a poster for the Family Fun Night and a digital copy can be sent home.
- d. **Hot Dog Lunch (Ashley)**
The sign-up went out for parent volunteers. Arifa is working on the donations from some grocery stores so that we can get some free items. At the end of May we will be sending out the request for any student wants to request a veggie dog.
- e. **Spring yard clean-up (Alana)**
SAHASA will be providing freezies for the kids. The Division will be covering the cost of the mulch. Mme. Shewchuk and Mme. Lesk will provide buckets.

6. New Business

- a. **End of year SAHASA Wind-Up**
Caitlin will be hosting the event on June 17 for anyone who attended at least 2 meetings this year.
- b. **Grade 6 Farewell (Kristin)**
Kristin brought up the historical practice of SAHASA helping to organize a lunch for the grade six students. Dominos has donated pizza in the past because we order our pizzas from them for fun lunches.
Kristin asked if SAHASA would like to sponsor the purchase of plates, forks, knives, cups, etc.
Motion: SAHASA will provide \$100 for the grade 6 lunch.
Motion: Katie
Second: Ashley
- c. **First Meeting – Next School Year**
The school will be holding a family BBQ event on **September 18, 2024**. Mme. Rothwell suggested that SAHASA hold their first meeting and AGM after this event to encourage more parents to

attend. Suggested schedule would be:
4:30 – 6:00 PM: BBQ
6:00 – 8:00 PM: SAHASA AGM & Meeting

7. Adjournment

Meeting adjourned at 7:54 PM

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ÉCOLE ST. AVILA PARENT COUNCIL

Tuesday, May 14th, 2024

Administrative Report to Parent Council (SAHASA)

To date:

- 2023-2024 Current Enrollment is 364 students.
- Thank you SAHASA for the wonderful Fridays of treats – Staff Appreciation Days were enjoyed by all staff members.
- Vanessa Lillies, knowledge keeper of plants and medicines came to spend time with all our classes April 17 & 18th. Vanessa is back this week to continue our learning.
- Spring Concert was a success at Soul Sanctuary
- Spring Photos were taken, and proofs have been sent home
- Welcome to Kindergarten was May 8th – we currently have 49 registered kindergarten students for the fall. It was so great to see our future students and thank you to our Grade 6 helpers, teachers and SAHASA volunteers that helped in making the evening a success
- Field Trips: many outings have been taking place and are upcoming: St. Boniface museum, Manitoba Museum, Japanese Cultural Centre, U of M Campus Beautification, Fort Whyte, Oak Hammock Marsh, Kelburne Farm, Wheelies, Transcona Waterpark, Splash Pad,
- Current Clubs: Coding (all grade levels), Beading (grade 3-6), Marathon, Ambassadors club, Improv Music club, Photography

Upcoming:

- Métis artist, Kisa MacIsaac will be sketching the mural on June 6th and on June 13th and 20th, students will be painting the mural. The mural was designed based on the ideas of the students shared through the Amisk project as well as the work with Vanessa Lillies (plants and medicines).
- Our school grades 4-6 Track and Field meet is May 16th.
- New sound system and projector is currently being installed in the gym.
- Thanking our Volunteers: Our amazing parent/family volunteers who have helped in any capacity throughout the year will be thanked at the 'Family Fun Night'.
- Spring Greening Day is May 29th.
- May 28th is the divisional Track and Field meet. Mr. Mitchell will provide more information as details are confirmed.
- School-wide Field Trip to Assiniboine Park on May 31st. (confirming details)
- There is no school on June 14th due to an administrative day.



ÉCOLE ST. AVILA PARENT COUNCIL

- School Patrols and Student Lunch monitors will be invited to participate in a year-end activity on June 24th. Mme Legault will send information home to students involved. (Transcona Water Park)
- SAHASA's Picnic & Sports Day will be on June 20th.

- The Grade 6 Farewell will be held on the afternoon of June 25th.
- Bump up day will be the last week of school (date TBD) – for students to meet their next year teacher and classmates.
- Last day of classes will be June 27th.
- Next school year: School ordering supplies (student fee increase), Meet the teacher BBQ a couple weeks into school year rather than the night before school starts)
- Communication: We're on Instagram: @ecolestavila, check the website, read our weekly Notes from the office.

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

	April	Actual Year to Date	Projected (September to August)	
Revenue (Deposits)				
Munch revenue before Munch fees (Pizza, Milk, pita, popcorn)	\$ 61.85	\$ 28,776.95	\$ 18,600.00	see revenue report for breakdown- don't use deposited amt
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	\$ 5.00	
Deposit from Savings	\$ -	\$ -	\$ -	
Other: Tshirts Volunteers	\$ -	\$ 136.50	\$ -	
Other: Float	\$ -	\$ 75.00	\$ -	
Other: missed pizza order; refund payment; cheque return	\$ 8.50	\$ 97.77	\$ -	
Total Revenue	\$ 70.35	\$ 32,841.56	\$ 20,930.00	
Expenses (Withdrawals)				
Pizza lunch	\$ 476.08	\$ 3,116.40	\$ 3,300.00	
Milk Program	\$ 545.02	\$ 4,358.53	\$ 4,815.00	
Pita Pit	\$ 712.00	\$ 2,926.00	\$ 2,235.00	
Popcorn	\$ 240.07	\$ 1,726.58	\$ 1,125.00	
Subway	\$ -	\$ 1,802.94		
Supplies for events (plates, AL foil, hairnets)	\$ 80.61	\$ 293.09	\$ 200.00	
MunchaLunch subscription	\$ -	\$ -	\$ 336.00	
MunchaLunch Refund to Parents	\$ -	\$ 246.65	\$ 400.00	
MunchaLunch Transaction/Swipe Fees	\$ 4.69	\$ 970.89	\$ 1,000.00	
Babysitting (SAHASA meetings)	\$ -	\$ 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	\$ 183.33	\$ 183.33	\$ 250.00	including plates
End of year Picnic	\$ 60.20	\$ 60.20	\$ 550.00	plates
Spring and fall cleanup (kids treats)	\$ -	\$ -	\$ 110.00	
Summer school grounds care (Jul-Aug)	\$ -	\$ -	\$ 400.00	
Staff appreciation	\$ 273.35	\$ 273.35	\$ 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	\$ 6.30	\$ 41.45	\$ 60.00	
Other: GIC	\$ -	\$ 10,000.00	\$ -	
Other: Entertainers Festival (Ecole St Avila)	\$ -	\$ 500.00	\$ -	
Other:	\$ -	\$ -	\$ -	
Total Expenses	\$ 2,581.65	\$ 32,476.34	\$ 20,411.00	
Profit/Loss	-\$2,511.30	\$365.22	\$519.00	

Balance forward previous month's operational account: (used the amt with undeposited cheques included)	\$16,585.92
Operational account:	\$14,074.62
Financial Liabilities	
Undeposited Cheques	\$273.35
Outstanding payment	\$0.00
Operational account plus Liabilities = actual	\$14,347.97

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

take value from the o take value from the operational account NOT actual

Long term savings (Playground upkeep)		Reason
Balance forward	\$ 14,091.28	
Interest	\$38.80	
Withdrawal	\$0.00	
Deposit	\$0.00	
Long term savings total	\$14,130.08	

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