

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

**Date:** Nov 14, 2023

**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. Kavitha Nadarajah-Gbeve 2. Kristin Wiebe 3. Natalia Ventocilla 4. Kemi Omole 5. Ramat Folorunso 6. Funmi Owo
SAHASA Executive (2023-2024)	
1. Caitlin Steinvsvik (co-chair) 2. Sunayna Bhatt (co-chair) 3. Ashley Tolton (treasurer) 4. Alana Isaak (secretary) 5. Jennifer Verch (member-at-large) 6. Katie Dutfield-Wilms (member-at-large) 7. Lindsey Hiebert (member-at-large)	

**1. Welcome and Introductions** (Caitlin)

All in attendance were given an opportunity to introduce themselves.

**2. Acceptance of agenda and minutes** (Caitlin)

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

**Second:** Natalia

**Motion:** Passed

**3. SAHASA Document Organization** (Caitlin)

SAHASA will use the Google Drive to store all documents.

**4. Administration Report** (Lynn & Jennifer): as per attachment

Culture and Belonging Committee – teaching about plants, planting a medicine garden, elder visiting all the students, looking for some help,

Mme. Rothwell spoke to the Director of facilities with the Pembina Trails School Division about the Fort Richmond Community Club Renovation. According to the plans, there does not appear to be a fence dividing the playground and the community centre's land. The proposed fencing is along the west side of a proposed soccer field. The date is four years from now and if there is any impact to the school playground, the city would typically reach out to the division.

**5. Committee Reports**

a. **Fun Lunch Program** (Jen Verch)

First pizza lunch went well but some teachers didn't have names on the desk. Mme. Rothwell will

remind teachers again about this before the next pizza lunch.

b. **Milk Program** (Katie)

Milk is going well so far and Mme. Robb has been very supportive. We have 84 unique students participating. Students are encouraged to talk to their teacher / lunch supervisor if there is a mix-up with the milk they receive so that it can be rectified immediately at school.

Kavitha has a connection with Dairy Farmers of MB, "Recycle Right with Milk". Schools that register with them are provided with educational materials and equipment for recycling milk containers. Kavitha will send the information to Katie.

c. **Greening Committee** (Alana)

Fall Yard Clean-up went well but most of the day was cancelled due to rain. For the next yard day, we will schedule a rain date. We had a lot of volunteers who made the first few slots very successful. March / April we will put it on the agenda again to discuss. We will also discuss about how to revitalize some of the flower beds that SAHASA built at the front and side of the school so they require less work in terms of weeding but are still sustainable and attractive. Will collaborate with the school as they are going to be planting a medicine garden in the school yard in spring.

d. **Treasurer's Report** (Ashley): as per attachment

Would like to put more money in a GIC.

**Motion to put \$5,000 in a GIC for one year.** Ashley

**Second:** Katie

**Motion:** Passed

6. **Other Initiatives**

a. **Halloween Dance** (Denise)

She has agreed to do it again next year. Maybe next year, someone can plan the event together with her, so that they get a picture of what she has done.

b. **Movie Night** (Lindsey)

To be held on Thursday, November 23. We have very few volunteers or donations. Mme Rothwell will include it in her notes from the office email. Next movie night: February 8, 2024.

c. **Popcorn** (Kristin)

Grade 5/6 students in Mme Morin to help sort the bags and deliver it to the classrooms.

d. **T-shirts** (Jenn G.)

T-shirts are all labeled and delivered. Ashley will bring extra t-shirts on Thursday for students who have recently joined the school and weren't on the earlier class lists.

e. **Communication** (Kemi)

Thanks to the school for reposting the SAHASA Instagram stories. We now have 71 followers! Planning to create a SAHASA newsletter that will go out several times a year to talk about past events, meet council members, and promote upcoming events. Some council members suggested taking pictures of our children in their blue t-shirts to celebrate that initiative. Would also like to

provide more variety in our social media content so it's not only highlighting events but also educating the community about SAHASA. One idea would be that after every meeting, take an individual picture of a member of the executive (meet the council series).

## **7. New Business**

### **a. Show and Save Fundraiser (Kavitha)**

Kavitha has done the Show and Save fundraising coupon books at South Pointe in the past. The coupons are good for about a year and could be used as Christmas gifts. They also give 2 free MB Moose tickets with the purchase of each book.

Motion to proceed with Show and Save coupon book fundraiser: Caitlin

**Second:** Sunayna

**Motion:** Passed

Tentative timeline:

December 4: order deadline

December 11-15: delivery

### **b. Dominos Pizza**

Another option for a fundraiser after New Year's would be with Dominos Pizza. You work with them to determine a specific week. During that week, there will be two deals available for the school fundraiser. If anyone uses the parent advisory code, and orders one of the deals, Dominos will donate \$5 to the school. Ideas were to tie it into the school concert. Could also do a coloring contest with the kids and Dominos will provide the prizes. We will revisit this idea in the New Year.

### **c. Other Initiatives - Summer Carnival, Used Book Sale**

Tabled to January's meeting

## **8. Adjournment**

Meeting adjourned at 7:58 PM. Next meeting will be on January 16, 6:30 PM.



## **ÉCOLE ST. AVILA PARENT COUNCIL**

**Tuesday, November 14<sup>th</sup>, 2023**

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

To date:

- 2023-2024 Current Enrollment is 364 students.
  - K 49
  - Gr. 1 73
  - Gr. 2 61
  - Gr. 3 43
  - Gr. 4 55
  - Gr. 5 36
  - Gr. 6 47
- Tri-Conferences: Thank you to all our families for joining in these conferences and supporting your child's learning at school.
- School Wide Events: Remembrance Day, Literacy Evening in October for K-2 families, Earth Rangers Presentation.
- Grade 1s and 2s: working with an Indigenous Student Success Teacher, to explore the 7 teachings.
- 2 of our Grade 5/6 classes attended the MTC production of Clue.
- On-going Intramurals and Clubs (all grades): Lego, Makerspace, Gym Intramurals
- On-going Leadership Opportunities for Grade 5 and 6 students include: patrols (street and kinder/bus), daily morning announcements, lunch monitors, ambassadors) Volleyball.

Upcoming:

- Picture Re-takes will take place on Tuesday, November 21<sup>st</sup>. We are exploring a different company for next years' school photos (Edge Photography).
- Report Cards: November 24<sup>th</sup> is an administrative day for Report Card Writing. Report Cards will be online for parent viewing on Tuesday, December 5<sup>th</sup>.
- Koats for Kids – collection from now until November 29<sup>th</sup>.
- Manitoba Harvest: collection in November 20<sup>th</sup> – December 15<sup>th</sup> – in collaboration with students at école Vincent Massey.
- Winter Spirit Days are planned for every Friday in December.
- Winter Concert: January 25<sup>th</sup> for Kindergarten – Grade 3 students at Soul Sanctuary.
- 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.

- Outdoors: 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.
- Communication: We're on Instagram: @ecolestavila, check the website, read our weekly Notes from the office.
- Fort Richmond Community Club Renovation: The website directs any questions or feedback to go to [jlukes@winnipeg.ca](mailto:jlukes@winnipeg.ca) or to Councillor Chambers at [markuschambers@winnipeg.ca](mailto:markuschambers@winnipeg.ca).

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

	Sept-Oct	Actual Year to Date	Projected (September to August)
<b>Revenue (Deposits)</b>			
Munch revenue before Munch fees (Pizza, Milk, pita, popcorn)	\$ 12,986.42	\$ 12,986.42	\$ 18,600.00
Mabel's Labels	\$ -	\$ -	\$ 50.00
Family dance	\$ 650.30	\$ 650.30	\$ 450.00
Movie Night	\$ -	\$ -	\$ 450.00
Fundraiser:	\$ -	\$ -	\$ 1,000.00
Fundraiser:	\$ -	\$ -	\$ -
Fundraiser:	\$ -	\$ -	\$ -
Grant funds	\$ -	\$ -	\$ -
PTSD Operating Grant (for SAHASA Meetings)	\$ -	\$ -	\$ 375.00
Bank Interest	\$ -	\$ -	\$ 5.00
Deposit from Savings	\$ -	\$ -	\$ -
Other: Tshirts Volunteers	\$ 136.50	\$ 136.50	\$ -
Other:	\$ -	\$ -	\$ -
Other:	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 13,773.22</b>	<b>\$ 13,773.22</b>	<b>\$ 20,930.00</b>
<b>Expenses (Withdrawals)</b>			
Pizza lunch	\$ 410.56	\$ 410.56	\$ 3,300.00
Milk Program	\$ -	\$ -	\$ 4,815.00
Pita Pit	\$ -	\$ -	\$ 2,235.00
Popcorn	\$ 271.89	\$ 271.89	\$ 1,125.00
Supplies for events (plates, AL foil, hairnets)	\$ 57.09	\$ 57.09	\$ 200.00
MunchaLunch subscription	\$ -	\$ -	\$ 336.00
MunchaLunch Refund to Parents	\$ 145.00	\$ 145.00	\$ 400.00
MunchaLunch Transaction/Swipe Fees	\$ 444.95	\$ 444.95	\$ 1,000.00
Babysitting (SAHASA meetings)	\$ 60.00	\$ 60.00	\$ 350.00
SAHASA meeting - food/beverages	\$ 49.77	\$ 49.77	\$ 150.00
SAHASA windup	\$ -	\$ -	\$ 300.00
Family dance	\$ -	\$ -	\$ 50.00
Movie Night	\$ -	\$ -	\$ 50.00
Other Fundraiser	\$ -	\$ -	\$ 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	\$ 4,323.76	\$ 3,500.00
Office supplies	\$ -	\$ -	\$ 30.00
Bank service fees	\$ 5.20	\$ 5.20	\$ 60.00
Other:	\$ -	\$ -	\$ -
Other:	\$ -	\$ -	\$ -
Other:	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 5,768.22</b>	<b>\$ 5,768.22</b>	<b>\$ 20,411.00</b>
<b>Profit/Loss</b>	<b>\$8,005.00</b>	<b>\$8,005.00</b>	<b>\$519.00</b>

Balance forward previous month's operational account:	\$13,652.31
(used the amt with undeposited cheques included)	
Operational account:	\$21,657.31
<b>Financial Liabilities</b>	
Undeposited Cheques	\$378.75
Operational account plus Liabilities = actual	<b>\$22,036.06</b>

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	\$ 13,818.86	
Interest	\$77.47	
Withdrawal	\$0.00	
Deposit	\$0.00	
<b>Long term savings total</b>	<b>\$13,896.33</b>	

currently \$5128.58 in GIC due May 2024