

Holy Family School Council Meeting Minutes
October 18, 2020

Attendance: Heather Reynolds, Melanie Wagner, Jackie Armstrong, Joanne Rutherford, Shayla Fuchs, Rori-Lynn Daniel, Stacey Martz, Dickson Chida, Angie McCrindle, Heather Bettenson, Amy Holden, LouAnne Winship & Heather McPherson

- Regrets: Trustee Anne-Marie Watson, Rebecca Quijada

1.) Call to Order @ 7:01pm 1st: Shayla 2nd: Heather B

2.) Acknowledgement of the Traditional Land - Stacey

3.) Opening Prayer: Rori-Lynn

4.) Approval of Agenda: 1st: Jackie 2nd: Angie

5.) Approval of September 14, 2020 Minutes: Amendment required:

- Item 7 - Heather McPherson voted in as secretary
- Item 10 - Hot Lunch will be overseen by Heather Bettenson and Krista Stang
- 1st: Angie 2nd: Heather B

6.) Call for New Business:

- Heather Bettenson is investigating a new software company to coordinate the hot lunch program. A new company could potentially assist with a paperless read-a-thon in addition to providing the hot lunch order form. Heather will inquire with current program coordinators about unused monies carried over from last year, or any contractual obligations.
- Motion Approved: 1st: Jackie 2nd: Heather R

7.) Committee Updates:

- a.) **Treasurer** : account balance and proposed budget as per Heather Bettenson: ●
SC-Safety Patrol - budget \$250.00 - reward Incentive program, movie, pizza, etc. ●
SC-Grade 5 Farewell - budget \$600.00 - gift cards, staff farewell lunch ● SC-Special Events - budget \$6,010.00 - movie night, motivational speakers, STARS presentations, wellness fair, school dance, read-a-thon, etc.
 - SC-Go Girls - budget \$200.00 - mentoring program for girls
 - SC-Social Justice - budget \$800.00 - charity, friendship meals
 - SC-Shrove Tuesday - budget \$750.00 - Lent
 - SC-General Fieldtrips - budget \$9,790.00 (\$22.00 x 445 students = \$9,790.00) - postponed at this time due to COVID
 - PACT(Parents Appreciating Caring Teachers) - budget \$1,500.00 - gift cards
 - TOTAL : \$20,000
- b.) **Faith Rep** : Rebecca absent, update as per Rori-Lynn

- Friendship meals are suspended at this time
- Sacred Heart Church is not accepting food pantry donations as of now ●
Funds originally allocated to friendship meal will be donated to Holy Family's School Enhancement Program - providing assistance to those in need in our school.
- Motion Approved: 1st: Ang 2nd: Shayla
- c.) Hot Lunch** : update as per Heather Bettenson
 - Hot lunch program is suspended at this time, but preparations are being made in the event that it resumes after Christmas
 - See item 6. For update regarding possible hot lunch program software change
- d.) Volunteer Program:**
 - Suspended at this time.
- e.) Secretary:**
 - Nothing to report.

8.) Past Events:

- None.

9.) Upcoming Events:

- Christmas Craft Night - in person event is suspended. Staff plans to propose an alternative family based activity that can be completed at home. More details to come as arrangements are made.

10.) New Business:

- a. Fundraising committee update on read-a-thon provided by Amy and Heather Bettenson:
 - Read-a-thon will now be taking place in April 2021 to allow for purchase of cache of prizes
 - Heather and Amy have begun purchasing items and will be storing them at home until purchasing is complete
 - Usual donations contributed by local businesses cannot be expected this year as many are facing financial burden or limited services. The budget may fluctuate in order to accommodate for this. Will check in at a later date to determine if spending more money is necessary.
- b. Hot lunch Program
 - Discussed. Please refer to items 6 & 7.c.)

11.) Principals Report:

- Please see Principal's Report for full details
- PD days have been focusing on faith, wellness of staff and students and importance of relationships and support.
- Staff is receiving Trauma Informed training
- Teachers are currently observing and evaluating student progress due to the spring school closure and subsequent learning disruption

- Family check ins are in progress (phone calls made by staff to families at home, checking welfare and offering support) with positive feedback
- Lockers are gradually being distributed as of today. Safety protocols are in place allowing one grade at a time in the hallway. Lockers are to be used for outdoor clothing only.
- Halloween will be celebrated in classrooms. Notes from individual teachers will be sent home with details.
- Parent - teacher conferences will be taking place November 9 & 10. In person sessions are being replaced with virtual meetings. Broadband services will be improved to accommodate large demand in network usage during that time.
- Virtual book fair taking place. It will extend over a few days, but will offer free shipping of books on a promoted date. Details will be provided.
- Previously cancelled Face to Face Ministries retreat will be going forward with a new version of retreat.
- Catholic Education Sunday is November 8th.

12.) Trustee's Report: Anne-Marie Watson unable to attend, report shared by Rori-Lynn

- There are 10,264 division students, 1,114 of which are at home learners. ● There has been a 1% decrease in division enrollment, due to students moving to traditional home schooling.
- Superintendent position is in the hiring process. An announcement will be made in the coming weeks as the position is filled.

13.)Date of Next Meeting: Monday, November 16 @ 7:00pm

14.)Adjournment @8:13pm