



Joint HSA SC/FS Meeting

Date / Time 11/10/2025 6:00 PM

Location HSA Library

Gathered in the Spirit; sent to love and serve

Agenda Items

Present: Lacey Dubeau (Principal) ; Ryan Middlebrook (Chair) ; Adam Langenhoff (Treasurer); Jennifer Duckering (Secretary); Paula Hamilton (Teacher Rep); Jacquie Vanderfluit (Trustee); Amanda Nelson (Comms); Leah Middlebrook (Hot Lunch); Wendy Weichel (Director); Angelena Winnicky (Gr.6); Jennilyn Galope (Director); Tanya Shotade (Director); Marisa Blanchard (Director); Shawna Koppel (Director); Femi Shotade

Absent: Ryan Payne (Vice Chair); Michelle Trace (Gr.6); Chelsea McEwen (Teacher Rep)

1. OPENING PRAYER AND CALL MEETING TO ORDER (RM-6:05) **Carried (344; 328)**
2. ADOPTION OF SEPTEMBER 25TH MEETING MINUTES (RM-6:05)
LM moved to adopt the meeting minutes from September 25th, 2025 **Carried (345; 329)**
3. ADOPTION OF NOVEMBER 10TH AGENDA (RM-6:05)
JD moved to adopt the agenda for this meeting **Carried (346; 330)**
4. REVIEW OF LAST MEETING ACTION LIST (RM-6:05)
4.2 Credit card Fees vs PayPal- We will continue to use PayPal and E-transfer when needed.
4.2 PC Position Descriptions & information for future members & recruitment- RM will continue to work on it
5. PRINCIPAL REPORT (LD-6:10)
 - Welcome to new Trustee – Jacquie Vanderfluit – role of Trustee is to review policy, engagement and provide direction thru governance
 - School, teacher and students are back to normal now following the teachers strike. Teachers are reviewing the curriculum on Friday, ISP due dates have changed, a Children's Mass is beginning at St. Francis on the 1st Sunday of the month at 11am, school will be participating in the 'Magic of Christmas' (donations of toiletry items to families in need – more information to come) and next week 3 student teachers will be joining the HSA to aid the Grade 6 teachers and will return again in the Spring 2026.
 - LD is conversing with Mr. Schriber to see if the bell volume at the school could be increased.RM moved to adopt the Principal report as presented **Carried (347; 331)**
6. TRUSTEE REPORT (JV-6:15)
 - Prior to being elected as Trustee for CTR, Jacquie served as HSA Student Council Vice Chair and Fundraising Committee Member.
 - Discussed the role of the Trustee: to review and set policy, participate in engagement and provide direction thru governance. Is not responsible for operations, which would flow to the superintendent.
 - Provided review of CTR Catholic Board Highlights: 3 new Trustees on-boarding this year (it takes approximately one year to on-board), contingency and resumption planning and the \$250K grant from the province for student nutrition. Funds are utilized for both infrastructure and school nutritional programs.RM moved to adopt the Trustee report as presented **Carried (348; 332)**
7. TREASURER REPORT (AL-6:25pm)
 - Grade 6 funds have been transferred over to the school for October.

- Requires the addresses from all the Student Council Directors.

RM moved to adopt the Treasurer report as presented

Carried (349; 333)

8. HOT LUNCH REPORT (LM-6:30)

8.1 October numbers & feedback – nothing to report

8.2 November Outlook – Gubake will replace Jack's Place. Bar burrito will join the hot lunch program in February and will offer lots of customization. November volunteers filled up quickly.

8.3 Donations Made for Hot Lunch - \$108 in donations were made in October 2025

RM moved to adopt the Hot Lunch report as presented

Carried (350; 334)

9. GRADE 6 REPORT (AW- 6:40)

- Krispy Kreme Donut fundraiser will raise \$6 per box sold

- First burger hot lunch is coming up and volunteers are still needed.

- Volunteers for popcorn days have been filled and are no longer required.

- Looking for help (mini van) on November 28 to transport Krispy Kreme Donuts from Calgary to HSA

RM moved to adopt the Grade 6 report as presented

Carried (351; 335)

10. FUNDRAISING REPORT (RM & SK-6:45)

10.1 GMP Fundraiser (RM) – Will be launched this week. Payment will be via e-transfer straight into the Student Council Bank Account using a google form. Every e-transfer will cost Student Council 85 cents, was caught after pricing for fundraiser was set. Will include fee into price next time.

10.2 Christmas Cards (SK) – Will proceed this year as planned. Cash only. Order forms will be sent to parents on November 12, money will be due by November 25, delivery will be on December 10.

10.3 Bake Sale (RM) – Will not proceed in December this year. Possibly looking into new parent teacher interview dates in January. Parents to donate baked goods potentially. Further discussion required.

10.4 Other Fundraising Ideas (TS) – Pie in the Face (Teachers) at year end?

RM moved to adopt the Fundraising report as presented

Carried (352; 336)

11. ANY OTHER NEW BUSINESS (ALL-6:50pm)

- CM requested thru RM to be recused from parent council.

MB nominated to Grade 6 Representative by AW, seconded by SK

Carried (353; 337)

FS nominated as Director by TS, seconded by AN

Carried (354; 338)

FS added to WhatsApp by RM

- LM inquired about creating a Facebook Page for Student Council. Purpose would be to provide information to parents but the comment feature would be turned off. LD to check the administration procedure to see if it would be permitted.

12. REVIEW ACTION LIST (ALL-7:00pm)

AN to send out a communications call for Volunteers from Grade 6 for Hot Lunch and Krispy Kreme

LD to look into administrative procedures regarding a Parent Council Facebook Page

LD to obtain estimates for Teachers Fundraising Ideas: shade sails for playground, more swings, storage for mud kitchen, one school one book

St Patricks Dance to be set in motion for Fri March 13. PH to check if DJ is available

13. NEXT MEETING MONDAY JANUARY 12TH, 2026 @ 6:00PM

14. CLOSING PRAYER AND ADJOURNMENT (RM 7:00)

RM moved to adjourn the meeting

Carried (355; 339)