



Joint HSA SC/FS Meeting

Date / Time 9/25/2025 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); Amanda Nelson (Comms); Leah Middlebrook (Hot Lunch); Wendy Weichel (Director); Angelena Winnicky (Gr.6); Michelle Trace (Gr.6); Jennilyn Galope; Tanya Shotade; Marisa Blanchard

Absent: Ryan Payne (Vice Chair); Paula Hamilton (Teacher Rep); Jennifer Duckering (Secretary); Chelsea McEwen (Teacher Rep); Shawna Koppel (Director)

1. OPENING PRAYER AND CALL MEETING TO ORDER (RM-6:00) **Carried (333;317)**
2. ADOPTION OF SEPTEMBER 8TH MEETING MINUTES (RM-6:00)
WW moved to adopt the meeting minutes from September 8th **Carried (334; 318)**
3. ADOPTION OF SEPTEMBER 25TH AGENDA (RM-6:00)
AN moved to adopt the agenda for this meeting **Carried (335; 319)**
4. REVIEW OF LAST MEETING ACTION LIST (RM-6:05)
 - 4.1 Credit card Fees vs PayPal- We are still contemplating changes, as using Chase CC will require extra reconciliation on the back end
 - 4.2 Teachers Wishlist- Continuous feedback, shade for playground and a shed for the loose parts have been brought up.
 - 4.3 Parent Communication email every month -Will continue from AN and LD
5. APPOINTMENT OF VACANT POSITIONS (RM-6:10)
 - 5.1 Fundraising Director- Group Effort, led by Ryan Middlebrook.
 - 5.2 Events Director- 3 New Directors were appointed at this meeting
 - Jennielyn Galote, nominated by AN, seconded by MT
 - Marisa Blanchard, nominated by LM, seconded by AN
 - Tanya Shotade, nominated as Director and Events Director by AN, seconded by MT
 - 5.2a Halloween Dance- October 24th 6pm-8pm Motion passed for \$500 expenditure of DJ. Grade 6 will take the lead on concessions. TS will take lead securing volunteers for all positions needed.
 - 5.2b Christmas Cards- SK will take lead, helped out by LM and MB- Time sensitive issue for student's design.
 - 5.2c Spring Dance- Div 2 dance- details TBD
 - 5.2d Sport Day / Year End- Details TBD, similar to last year
 - 5.2e 2026 New Student Welcome Packages- AN will take lead as most of the work is done from last year
 - 5.2f Any other events**Carried (336; 320)**

6. PRINCIPAL REPORT (LD-6:20)
 - Review of Ward Meetings
 - Continuous fire / emergency drills

RM moved to adopt the Principal report as presented **Carried (337;321)**
7. TREASURER REPORT (AL-6:25)
 - QuickBooks up to date
 - Financials presented to Chair

RM moved to adopt the Treasurer report as presented **Carried (338;322)**
8. HOT LUNCH REPORT (LM-6:30)
 - 8.1 Sept / Oct numbers & feedback
 - 8.2 Donations made to Hot Lunch- Motion passed to accept donations through hot lunch platform

RM moved to adopt the hot lunch report as presented **Carried (339; 323)**
9. GRADE 6 REPORT (AW & MT- 6:35)
 - 9.1 Year End \$\$ Goals \$14,000 goal, approx. \$2000 from last school year already raised
 - 9.2 Events planned out to raise required funds- 1 burger and 2 popcorn per month. Possible fundraisers include Krispy Kreme Donuts and Bottle Drive. Possible activities for end goal include Callaway Park, camp, wave pool.

RM moved to adopt the Grade 6 report as presented **Carried (340; 324)**
10. FUNDRAISING REPORT (**RM-6:45**)
 - 10.1 See attached proposal from RM
 - 10.1.1 Motion Passed to go ahead with GMP Frozen Foods fundraiser.
 - 10.2 Any other ideas??

RM moved to adopt the Fundraising report as presented **Carried (341;325)**
11. ANY OTHER NEW BUSINESS (**ALL-6:55**)
 - RM to add JG, MB, TS to WhatsApp
 - Amanda Parr to be reinstated to PC and added to WhatsApp

Carried (342;326)
12. REVIEW ACTION LIST (**ALL-7:05**)
 - RM to send position descriptions to new members
 - Need a file sharing platform to keep event logistics, procedures etc...
13. NEXT MEETING MONDAY NOVEMBER 10TH 6:00PM
14. CLOSING PRAYER AND ADJOURNMENT (**RM 7:10**)

RM moved to adjourn the meeting **Carried (343;327)**