



# Joint HSA SC/FS Meeting

Date | Time 1/12/2026 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); Leah Middlebrook (Hot Lunch); Wendy Weichel (Director); Marisa Blanchard (Grade 6 Rep)

Absent: Ryan Payne (Vice Chair); Amanda Nelson (Communications); Angelena Winnicky (Gr.6); Michelle Trace (Gr.6); Jennielyn Galope (Director); Tanya Shotade (Director); Shawna Koppel (Director); Femi Shotade (Director)

Quorum not met.

1. OPENING PRAYER AND CALL MEETING TO ORDER **(RM-6:05)** **Carried (356;340)**

2. ADOPTION OF NOV 10<sup>TH</sup> MEETING MINUTES **(RM-6:05)**

WW moved to adopt the minutes of November 10, 2025

**Carried (357;341)**

3. ADOPTION OF JANUARY 12<sup>TH</sup> AGENDA **(RM-6:05)**

MB moved to adopt the agenda for this meeting (January 12, 2026)

**Carried (358;342)**

4. REVIEW OF LAST MEETING ACTION LIST **(RM-6:05)**

4.1 Admin procedures for a SC Facebook page (LD)

Any communication that has to do with the school has to come thru official school channels, no exceptions.

4.2 \$\$ Estimates for Teachers Fundraising ideas (LD)

- Sunshade, medium size, mid-quality is roughly \$5000

- Swings, hard to find a quote, 4 commercial/school grade swings \$7000 - \$12,000

- Sheds, dependent on size, range from \$500 - \$1000 from Home Depot

- One school, One book: \$10/book/family, which is approximately \$3000 - \$4000 for the whole school.

**Action Item:** To vote on at next meeting when quorum is reached.

4.3 DJ availability for Fri March 13<sup>th</sup> (PH)

Paula just reached out and the DJ is available and booked.

**Action Item:** To vote on at next meeting when quorum is reached.

5. PRINCIPAL REPORT **(LD-6:10)**

Parent-Teacher interviews are on January 29<sup>th</sup>, starting at 4 PM. There will be no school on February 2<sup>nd</sup> as a day in lieu for parent-teacher interviews.

No March report cards due to the lack of reporting time between January and March. June report cards will proceed as normal.

Registration for Kindergarten (and all new students to our school) is now open. There is a Kindergarten open house on February 3<sup>rd</sup> from 6 – 8 PM

There is a lacrosse residency put on by Eleb8 after the February break.

Oral health screening for kindergarten to grade 2 students who have consent is happening February 25 and 26<sup>th</sup>

99% of Grade 5 students received a score of acceptable standards on our Grade 5 Religious assessment, and 72% received a standard of excellence

87.9% of our grade 6 students received a score of acceptable standards on PATs (16.9% higher than the province), and 23.1% received a standard of excellence (7.1% higher than the province)

HSA was above the province in all measures in our annual AERR report. This report will be published on our website soon.

WW move to accept the Principal Report as presented.

**Carried (359;343)**

## 6. TRUSTEE REPORT (JV-6:15)

Attached.

AL moved to adopt Trustee report

**Carried (360;344)**

## 7. TREASURER REPORT (AL-6:20)

### 7.1 Reward Points from CC

Credit card has approximately \$400 in reward points. Options for the points are:

- Transfer to bank account as cash rewards,
- Purchase gift cards,
- Split as cash rewards and gift cards.

**Action Item:** To vote on at next meeting when quorum is reached.

### 7.2 Investment options for unused \$\$ at year end

We have approximately \$5000 in savings, however the Interest rate has dropped on this account so only getting pennies in returns. Option would be to put it into a cashable GIC (3 – 4% returns).

**Action Item:** To vote on at next meeting when quorum is reached.

### 7.3 Grade 6 Financial position

As of December 31<sup>st</sup>, \$4,500 has been raised for the Grade 6 Camp Fundraiser. Attendance at camp requires \$16,000-\$18,000 and it has been determined that this year's graduating Grade 6 class will not be attending. Alternative year-end options are being explored within a budget of \$6,000-\$8,000. Hamburger and Hot Dog fundraising days will continue and an additional two weeks of fundraising may be allocated. This year's class lost one month of Hot Lunch Fundraising due to the October teachers' strike. Projected funds for year-end event are expected to \$6,000 - \$6,200. This years Grade 6s will fundraise until April 15<sup>th</sup> before giving way to the Grade 5s.

**Action Item:** To find an alternative year-end event for the Grade 6 Graduating Class.

#### 7.4 December Financial Report

In good shape, \$16,000-\$17,000 in savings after expenses are paid.

#### 7.4 Adam seeking a protégé next year to train 😊😊

Adam is preparing for a smooth transition from the Treasurer role and would like to find a successor to shadow him over the coming year.

**Action Item:** Announce the upcoming Treasurer position opening in the next communications newsletter to invite interested candidates.

LM moved to accept the Treasurers report as presented.

**Carried (361;345)**

### 8. HOT LUNCH REPORT (LM-6:27)

#### 8.1 November & December numbers & feedback

- November Profit: ~ \$1680 (highest profit month in the last 2 years).
- December Profit: ~ \$1530
- January Profit: ~\$1500

#### 8.2 2<sup>nd</sup> half Outlook

In January, the apple juice was changed from the No Name Brand to Sunripe Apple Juice cartons, and milk changed from the cartons to the Milk-To-Go's.

There are two new Hot Lunch vendors: Edo Japan and BarBurrito

#### 8.3 Donations made to Hot Lunch YTD

- November Donations: \$77
- December Donations: \$87

Additionally, the PayPal Fees have been covered with recent changes implemented.

MB moved to accept the Hot Lunch report as presented.

**Carried (362;346)**

### 9. GRADE 6 REPORT (AL/RM- 6:32)

#### 9.1 Div 2 Dance planning in motion

Angelina Winnicky has requested to be removed as Grade 6 Fundraising Representative and from Student Council, effective immediately.

Potential Fundraisers for the second half of the school year include Candy Gram, chocolate sales and Coco Brooks. The Div 2 dance is likely cancelled, unless a volunteer steps forward to lead it.

The deadline to raise funds for the Grade 6 year-end event is April 15<sup>th</sup>. Adam will help Michelle in the meantime.

**Action Item:** Remove Angelina from WhatsApp and Parent Council.

**Action Item:** Announce the immediate need for a Grade 6 parent volunteer to help with Fundraising in the next communications newsletter.

## 9.2 Any other Gr. 6 Fundraising ideas

ASCE (Alberta School Council Engagement) Grant - Provincial grant for school council engagement grant, \$500, needs to engage the parents as well as the kids. Principle will need to make request.

Split proceeds from the St. Patricks Day Dance, give Grade 6's the concession?

**Action Item:** RM/AL to look into ASCE Grant

## 9.3 Camp vs Calaway Park- are plans finalized?

Calaway Park is orange level – theme park. “School Days” is from June 17 – 19 and 22 – 25 from 10am to 3pm. There is a special student rate (\$35.95/student + gst).

**Action Item:** Grade 6 Rep to call Calaway Park to inquire about their “School Days” in June for the Grade 6 graduating class.

LM moved to accept the Grade 6 Report as presented.

**Carried (363;347)**

## 10. FUNDRAISING REPORT **(RM-6:47)**

### 10.1 GMP Fundraiser Review (RM)

80 orders, \$800 in profit (minus e-transfer fees). Last year there were 55 orders, so it was more popular this year.

### 10.2 Christmas Cards Review (AL)

Shawna did a great job, sales were ~ \$3380, expenses were ~\$1541 and profit was ~\$1800.

There were more cards sold this year then last year.

### 10.3 Last 2 initiatives moving forward (RM)

St. Patrick's Day Dance – will now be split with Grade 6's,

Ryan would like to see a Spolumbo's fundraiser closer to Fathers Day.

### 10.4 Schoolwide St. Patrick's Day Dance (Mar 13)- Plan needs to be set in motion ASAP (RM)

#### 10.4.1 Volunteers/ Decorations/ Advertising (Tanya & Amanda)

Call for Volunteers (**Action Item**)

#### 10.4.2 DJ (Paula)

Done, BOOKED

#### 10.4.3 Concessions (All)

Grade 6's will run

#### 10.4.4 Entry Fee (All)

Food or cash donation

#### 10.4.5 Logistics (All)

Games, etc ... (**Action Item**)

### 10.5 Any other ideas??

MB moved to accept the Fundraising Report as presented.

**Carried (364;348)**

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

How do we approach next year for the upcoming Grade 6? Concerns were expressed about the lack of communication to the Grade 6 parents about fundraising. Idea to poll the students in Grade 5 for ideas of what to do for their Grade 6 year-end event.

**Action Item:** RM to send a survey/google form to Grade 5 parents for the upcoming year about year-end event.

**Action Item:** RM to make a Grade 6 Structure Plan for Fundraising Targets and Schedule

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

**Action Item:** To vote on at fundraising goal at next meeting (ALL).

**Action Item:** To vote on how to allocate credit card reward points (ALL).

**Action Item:** To vote on investment option for Savings Account to try and earn more interest (ALL).

**Action Item:** To vote on allocation of funds to DJ for St. Patrick's Day Dance (ALL).

**Action Item:** Grade 6 Rep (MT) to find an alternative year-end event for the Grade 6 Graduating Class.

**Action Item:** Grade 6 Rep (MT) to call Calaway Park to inquire about their "School Days" in June for the Grade 6 graduating class.

**Action Item:** Grade 6 Rep (MT) to coordinate Grade 6 student involvement to running the St. Patricks Day Dance Concession.

**Action Item:** RM to send a survey/google form to Grade 5 parents for the upcoming year about year-end event.

**Action Item:** AN to announce the immediate need for a Grade 6 parent volunteer to help with Fundraising in the next communications newsletter.

**Action Item:** AN to announce the upcoming Treasurer position opening in the next communications newsletter to invite interested candidates.

**Action Item:** AN to put out a call for volunteers for the upcoming St. Patrick's Day Carnival/Dance.

**Action Item:** TS to coordinate St. Patrick's Day Dance Logistics

**Action Item:** AL to look into ASCE Grant Funds.

**Action Item:** RM to remove Angelina from WhatsApp and Parent Council.

**13. CLOSING PRAYER AND ADJOURNMENT (RM 7:17)**

WW moved to adjourn the meeting.

**Carried (365;349)**

**14. NEXT MEETING MONDAY MARCH 9<sup>TH</sup> 6:00PM**