

St. Mary's Academy Parents Guild Meeting Minutes
October 2, 2012

Present:

Sister Susan Wikeem	Coral White	Jackie MacFarlane	Shaun Mallory
Janet Cheveldayoff	Shelley Henn	Genevieve Michael	Lois Brothers
Fran Mulhall	Elaine Mordoch	Pam Knysh	Lorraine Kuzyk
Leesa Sylvestre	Yvonne Myal	Teresita Chiarella	LeighAnn Carriere
Shauna Mallory	Mario Carriere	Lorraine Koltek	Leslie Finch

- Meeting called to order at 7:05 p.m.
- Sr. Susan said a prayer to open the meeting
- Regrets from Kathleen Reid, Janice Beveridge, Gwen Lawrence and Bonnie Cadieux

Approval of Previous meeting – Sep 13, 2011

- Minutes reviewed
- Motion to approve minutes – Lorraine Koltek, second Leesa Sylvestre; all in favor

Business Arising from Previous Minutes

- Sharon Godenir was going to look into SMA lanyards
- Sharon was not able to attend this meeting but sent an email to Jackie MacFarlane indicating that Sharon had followed up with Mrs. O'Leary and is looking at pricing and possibly finding a local company to order from
- Sharon also advised that Marina McGlenen is no longer on the Corner Store committee. Cara Vandemosselaer has taken over her position (agenda updated)

President's Report

- Shelley Henn provided the President's report in Kathleen's absence
- A big thanks is extended to all who volunteered at the Parent Information evening

Hospitality Report

- Shelley Henn provided the Hospitality report in Janice's absence
- The Parent Information evening was very well received
- Next event is the Christmas Party
 - Group voted to order in food for the event which will be in the Boardroom
 - Past Parent Guild members will be invited
 - An email will be forwarded to the group with an invitation and any nominal costs

Bingo

- Shelley Henn provided the Bingo report in Gwen's absence
- Gwen is very happy with the number of volunteers and the willingness to fill empty spots as necessary

Special Events/Volunteer Coordinator

- Shelley Henn advised that a food handling presentation was held last week facilitated by Larry MacFarlane, Food Handler Convener

Board Liaison

- First board meeting was September 18 where they:
 - reviewed the Board Members' Manual
 - overview of financial statement and strategic plan for 2012/13
 - reviewed Sr. Susan's report, principal's report and a report on finances raised by the Parent Guild and expenditures on projects

Director's Report

- There are a lot of activities going in in the school currently and in the months to come, the school is trying to keep the parent community up to date using:
 - SMA Website, daily Bulletin, schedule for extra-curricular activities
 - SMA Blog, Facebook, Parents section with newsletters
 - Email blasts to parents
- Sr. Susan invited comments from the parents – Are we communicating adequately? Too much? Responses:
 - Fewer communications the better; keep it relevant
 - The reminders of upcoming deadlines and activities are helpful
 - The group was okay with receiving several emails as long as they are relevant and have no expectation of response
 - Request to have the volleyball and other sport schedules posted on the site (locations and addresses)
- Only good comments were received regarding the Parent Information evening, the format of the information section was changed – How did the group find the format?
 - Information was good; positive feedback
 - The teachers were hard to identify with their small name tags; they need to better identify themselves somehow (possibly introduce them in the auditorium)

New Business

- Presentation by Mrs. Swayzie and Mrs. Yunyk to preview the upcoming Social Media event on October 23rd; Constable Sandra Merner will be in attendance to discuss cyber bullying as a criminal offence

No Reports provided by:

- Treasurer, Corner Store, Uniform Shop, Special Events/Volunteer Coordinator

Meeting adjourned at 8:25

Jackie MacFarlane
Secretary