

St. Mary's Academy Parent Guild Meeting Minutes
October 1, 2013

Present:

Sister Susan Wikeem	Kathleen Reid	Janice Beveridge	Teresita Chiarella	Lorraine Kuzyk
Kim Boughton	Jennifer Iskierski	Panagiota Kaluzny	Susan Chyzzy	Pam Knysh
Christie DeJong	Rudy Callbeck	Kathy Degen	Dawn DeGagne	Leigh Ann Carriere
Mario Carriere	Colleen McFadden	Rose Pagtakhan	Claudia Davies	Crystal Boucher
Adelina Nicolin	Barbara Adamkowicz	Lidia Erickson	Shauna Mallory	

Regrets: Susan Yurkiw, Gwen Lawrence, Sharon Godenir, Leslie Finch

- Meeting called to order at 7:05 pm.

Approval of Previous meeting – September 10, 2013

- Minutes reviewed

Motion to approve minutes – Pam Knysh, Second – Janice Beveridge; All in favor; Motion carried.

President's Report – Kathleen Reid

- Thanked Sr. Susan for her many years of service and commitment to the Guild and the school. We appreciate all the guidance and support you have provided throughout the years.
- Talked about the Parents' Survey: – purpose is to get ideas from SMA parents on the Guild's surplus. The guild takes direction from the school on where to spend the funds it generates through various events and activities. The school has a list, which it generates by asking staff and students for input. Our list often gets exhausted, and we have discretionary funds at our disposal. All ideas submitted will need to be approved by the school, and then the executive will come up with a plan to select items. Thanked Pam Knysh who worked on developing the survey for Survey Monkey. It should be up soon.
- Thanked Carolyn Meadows for coordinating the Lotteries again this year and for getting the Lotteries distributed to the families.
- Thanked Shelley Henn for all of her work as 1st Vice President. She is no longer able to continue due to work/family commitments.
 - Thus, three positions need to be filled before next school year.
 - i. 1st VP hopefully will be appointed and move up to President
 - ii. In Sep a new 1st and 2nd VP will need to be filled
 - Mentoring is important, and if you are interested in any of these roles, please come and talk to me, or contact me – I get the emails going to smaexecutive@stmarysacademy.mb.ca.
- The Executive Committee passed a motion to approve the Parent's Guild to donate \$50.00 towards the PG Bursary Fund in memory of a deceased parent or student currently registered at the school, beginning with the recent passing of Mr. Thomas Dame.

Director's Report – Sr. Susan

- Reported on various activities of the school. Upcoming International Day, Musical Production of Grease, Christmas activities. The school year goes very quickly. Soon grade 12 students will be applying to universities and for scholarships. The Head Girl election is done – Emily Anderson has been elected. The Prep Hockey Team is doing well.

- The school will need to fill the Facility Manager position, as the individual who has filled the position for 12 years is leaving. If anyone knows someone, let Sr. Susan know.
- Question from the floor about Student Council – Sr. Susan explained the reason for moving from Student Council to Leadership Council and Head Girl structure.
- Question from the floor on the best way new parents can find out about different clubs and events in the school. Sr. Susan encouraged everyone to visit the school's website as there is the Daily Bulletin, as well as the various clubs in operation.\
- Thank You Card – Kathleen read a thank you card from Emily Meadows on receiving the Citizenship Award at her graduation in June.

Board Liaison Report – Sr. Susan

- Leslie Finch sends her regrets
- Sr. Susan explained that the Board of Directors meets 4 times a year. There are several committees that work during the year outside of Board meeting. These are: the Nominating and Governance Committee, Executive Committee, Finance Committee and Facility Committee.
- The Board is busy with the recruitment process to replace Sr. Susan.

Corner Store Report – No Report

Uniform Shop – No Report

Hospitality Report – Colleen McFadden

- Hospitality Committee hosted their first event – Parents' Information Evening. The theme was "Fall Night". They had fun and look forward to hosting upcoming events.

Bingo Report – Read by Kathleen Reid

- All is well with bingo.
- The new volunteer list has been added to the previous list. The required number of volunteers for October and November at McPhillips Street Station has decreased from 3 to 2 volunteers.
- The bingo volunteer slots for October and November have already been filled.

Volunteer – Janice Beveridge

- There are 117 registrations received online to date and Janice reviews/monitors the registrations.
- The online registration which was developed by Shawn Mallory, is going well.

International Day (ID) – Janice Beveridge

- A planning meeting which was held on September 12th .
- All the sub-committee coordinators have been filled
- Another meeting will be called this month and everyone is welcome to attend.
- Kim Boughton brought up the use of paper products for ID. She researched the idea of moving towards green products and it would cost 50% more.
- Discussion ensued on the challenges of disposing these products.
- There seems to be consensus that it would still be the goal to be environmentally conscious. However, there needs to be a well-thought out plan to develop the whole process/program rather than treating one item at a time.

Motion to use green products at all Guild events once all existing supplies are used up – Kim Boughton; Second – Shauna Mallory; All in favour; Motion carried.

Treasurer's Report – Sr. Susan reported

- Financial report was submitted by Susan Yurkiw
- Sr. Susan reviewed the submitted report.
 - PG has separate account for general operation and lotteries
 - PG treasurer needs to submit accounts at the end of the year for audit purposes.

Motion to approve the financial report submitted – Kathleen Reid; Second – Pam Knysh; All in favour; Motion carried.

New Business:

1. Kathleen announced “Pasta with a Purpose” – an event hosted by the Sigma Theta Tau International – Honor Society of Nursing. It’s a lunch and induction Ceremony and proceeds will go to Rossbrook House and Xi Lambda’s Research Award. The event will be held on Sunday, October 27, 2013 @ 12:00 pm at Mona Lisa Ristorante, 1697 Corydon Ave. Pasta and Salad = \$20.00 per person.
2. Sr. Susan wanted to get feedback about Parents’ Information Night (Wine and Cheese) as attendance was low this year.
 - Is there another format that could be considered?
 - Several ideas were provided and discussed:
 - Could there be a better way to get to know parents of the same grade?
 - May be a good idea to get a chance to go to each homeroom and meet other parents there.
 - The information provided that evening was good – learn about the school and get to know others. It’s through volunteering that one gets to know other parents.
 - Have homeroom teachers available in their classroom to meet them.
 - Have name tags for parents with Homerooms E.g. Gr. 7-1.
3. Sr. Susan – there will be another evening for parents on specific relevant topics similar to what was provided last year. This will likely be in November and February. Watch for further details.

Next Meeting: Tuesday, December 3, 2013 (Christmas Celebration)

Meeting adjourned at 8:26 pm

Teresita Chiarella
Secretary