

**St Mary's Academy Parents' Guild Meeting Minutes**  
**Tuesday, December 5, 2017**  
**SMA Foods and Nutrition Lab**

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In attendance: Kelly Moon, Pam Knysh, Joanie Smalley, Connie Yunyk, Kristi Cumming, Colleen McFadden, Carmela Buccini, Devon Ostir, Richere O'Shea, Anita Auriti, Kathleen Reid, Deneen Klippenstein, Tammy Zach, Joanna Black, Mary Ellen Constantinides, Vera Cholakis

1. Meeting called to order at 6:10 pm

2. Opening Prayer by Kelly Moon

3. Approval of Agenda

Motion to accept by Colleen McFadden and seconded by Kristi Cumming

4. Approval of Previous minutes – October 10, 2017

Motion to accept by Kristi Cumming and seconded by Pam Knysh

5. Executive Committee Reports

President – Kelly Moon

- The February 6, 2018 Parents' Guild meeting is cancelled.  
The next Parents' Guild meeting is March 6, 2018.
  - The constitution was amended two (2) years ago to indicate that only five (5) Parents' Guild meetings are required each year. Therefore, the Executive decided to cancel the meeting on Feb 6th but there would still be an Executive meeting at the end of January.
- Thank you to the Hospitality Committee and Mrs. Deb May for coordinating the Parents' Guild Christmas Party. After a short Parents' Guild meeting, those in attendance will decorate cupcakes that will be delivered the next day to Strathcona and Shaunessey Park Schools for the children to enjoy.

VP Volunteers – Christa Giesbrecht (Report given by Kelly Moon)

- International Day volunteers
  - There were 172 volunteers this year. Great volunteer turn-out.
  - New this year: Student volunteers. There were approx. 20 students signed up to volunteer. All conveners very much appreciated the student help.
  - There was a decline in bakers from previous year. Looking at changes for next year.

Treasurer's Report – Pam Knysh

- Financial report for October was reviewed.
- Reported on International Day financials. Still a few receipts to come in. Attendance was down but spending per person increased from last year.
- Very strong food sales at Corner Store in October. Merchandise is on par with previous year.

## 6. SMA President's Report – Connie Yunyk

- School academics and all programs:
  - Cinderella production was amazing.
  - Athletics in full swing in competition and all other activities in full swing
  - The Gifts from the Heart charity campaign was well run..
- Strategic Plan:
  - Strategic Plan (Identity, Academics, Learning and Innovation, Well-Being, Governance and Leadership, Stewardship) well under way.
- Torch Talks
  - Connie gave thanks to the Parents' Guild for the upcoming Torch Talks and also suggested invitation to grade 12 students.
- Advancement and Development
  - Evening at the Academy
    - Happy to announce the event is "sold out". All net proceeds benefit the Bursary Fund. Committee is busy with prizes etc.
  - Georgine Van de Mosselaer from the Advancement Office has left SMA for a position at Booth College. We wish her well. Diane McGowan will come back part-time on a temporary basis.
- Aggressive recruitment campaign out now. Advertising and School representative will be travelling to schools for presentation/information sessions.
- On Parent-Teacher Conference Day, the grade 12 girls met with SMA alumnae. The very successful event included 16 young alumnae who came to the school to mentor the grade 12 girls on programs at university and transitioning to post-secondary schools. SMA is working toward having a "Mentor" in the different universities/colleges across the country to help the new SMA graduates with transitioning to their new post-secondary schools.

## 7. Committee Updates – 2<sup>nd</sup> VP Ramona Thomson (Report given by Kelly Moon):

- Corner Store
  - Now selling tea and hot chocolate and also selling punch cards for them.
  - Frozen Yogurt Fridays is a big hit with the students. Looking at increasing volunteers to three (3) for Fridays.
- Tartan Shop
  - Uniform pant fittings took place during Parent/Teacher conferences. There will also be another fitting in January.
- Hospitality
  - SMA Open House on January 16, 2018 at 7:00pm.
- International Day
  - There were 10 pavilions including two new pavilions – Greek and Latvia.

- There were seven (7) dance groups and piano music by a student.
- Although attendance was down, the event was successful.
- Parents' Guild will be looking at moving International Day up into October for better weather.
- There was a 50/50 draw. Winner claimed prize.
- Parents' Guild is looking at including a few basket prizes for next year.
- Parents' Guild is looking for a new co-ordinator for entertainment as Shannon Roberts is stepping down after six (6) years in the role.
- Parents' Guild Cash Lottery
  - Cash Lottery was successfully launched and books are steadily coming back in from students.
  - Draw date is Dec. 22, 2017
  - Students and Classrooms have incentives for selling.
- New Parent Mix and Mingle
  - No report.
- Torch Talks
  - Topic: Perspectives on Cultivating Wellbeing in Young Women. Saturday, January 20, 2018 from 8:30 a.m. to 11:30 a.m. Keynote Speaker: Katya Adamov Ferguson '03. Panel Discussion with 3 alumnae members and a moderator. Official invite coming soon. Attendees are asked to RSVP.

8. Board Liaison Report – Colleen McFadden

- On behalf of the Board, Colleen thanked all who made International Day possible.
  - Board had a retreat – working on the 5 pillars of the Strategic Plan (Identity, Academics, Learning and Innovation, Well-Being, Governance and Leadership, Stewardship)

9. Miscellaneous/New Business

nil

10. Action Items for next meeting:

nil

Meeting adjourned at 6:47pm

Next Parents' Guild Meetings:

Parents' Guild Meeting:  
 Tuesday, March 6, 2018  
 Time: 7:00pm  
 Location: Durocher Library