

**St Mary's Academy Parents' Guild Meeting Minutes**  
**Tuesday, May 05, 2020**  
**Online via Zoom Meeting hosted by Connie Yunyk**

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In attendance: Ramona Thomson, Venus Denis, Gillian Hauser, Anita Auriti, Joanie Smalley, Connie Yunyk, Colleen McFadden, Rosa Bovino, Chrissy Werestiuk, Christa Giesbrecht, Mel Jones, Carol Ryan, Shawn Morrison, Michelle Thorsteinson, Shannon Cisneros, Heather Wallace, Meghan O'Laughlin

1. Meeting called to order at 6:03pm.
2. Traditional Land Acknowledgement by Joanie Smalley
3. Opening prayer by Connie Yunyk
4. Approval of Agenda  
Motion to accept by Rosa Bovino and seconded by Colleen McFadden
5. Approval of Previous Minutes – Tuesday December 03, 2019  
Motion to accept by Anita Auriti and seconded by Rosa Bovino
6. SMA President's Report – Connie Yunyk
  - Recruitment and Admissions
    - Acceptance packages mailed in early April
    - We have waiting lists at all grades
    - Retention of current students is also very high
    - Tracking at 580 students next year
  - Staffing
    - As of April 30- 2 retirements, 1 resignation, 3 MAT Leaves
    - 1 MAT leave returning, 1 unpaid leave returning, VP recruiting ongoing, staffing assignments for next year almost complete (two teaching positions, 1 Library Tech to be advertised)
  - COVID-effect update
    - Due to reduction in facility hours and meaningful work, a few temporary lay-offs and reduced Reception hours have occurred.
    - Careful plan, respecting social distancing and safety, created for students to pick up personal belongings from lockers, all bagged and secured by non-teaching staff. Students were also asked to return novels/texts. Maintenance crew can now begin sanitizing locker areas in preparation for September.
    - Wellness Section of the website has had an abundance of views, positive comments and gaining momentum from staff, students and parents. Teachers, student groups post updates often in the hopes of keeping our community engaged. Half-hour quiet time in Holy Names Chapel and two yoga sessions have proven to be very popular on our website.

- Convocation and Grad Dinner and Dance have been moved to mid-August, with Plan B in December when students return from out-of-province studies.
- Tuition freeze for the 2020-2021 school year - \$7,740.
- Varia
  - Bursary applications due May 8, there is approx. \$280,000 to disburse.
  - Legacy Rose Garden project to begin after May long weekend.
  - Window replacement project on hold until fall 2020 with start date next summer.
  - Torch Light magazine on track for September mailing.

For the record, all our resources since mid-March have centered around ensuring remote learning, realistic learning outcomes and assessments and a safe workplace meet recommendations and expectations of Public Health Officer and MET guidelines. Thank you for all your support.

#### 7. Board Liaison Report – Colleen McFadden

- Working on 5 Pillars of STRAT Plan
- Colleen indicated that she will continue to work on Board with role in Health Pillar position but not as the Liaison.

#### 8. PG Executive Committee Reports

##### President – Ramona Thomson

- Exec had their meeting via Zoom with Connie Yunyk hosting through SMA. It worked well.
- Moving Cash lottery to next spring 2021
- Spring uniform sales to be announced at a later date.

##### 2<sup>nd</sup> VP – Gillian Hauser

- Chair positions for the Parents' Guild Committees are now filled
- There are 46 volunteers that have renewed for the 2020-2021 school year. Gillian will be sending out email reminder to the master volunteer list for volunteers to refresh their choices
- We typically do a large part of recruiting at the uniform sales. Due to the postponement of the fittings, our numbers are not very high

##### Treasurer – Anita Auriti

- Provided update on Financial Report

#### 9. Committee Updates - 1st VP – Venus Denis

- Corner Store
  - Chair - Heidi Chuback, Chair Shadow – Lori Vanstone
  - Committee members – Rosa Bovino, Carol Ryan, Michelle Thorsteinson, Gillian Hauser

- Tartan Shop
  - Chair - Shawn Morrison with Carol Ryan and Sylvia Susanto
- Hospitality
  - Chairs - Devon Ostir and Caroline Douthart
- International Day
  - Chairs - Meghan O'Laughlin and Chrissy Werestiuk
- Parents' Guild Cash Lottery
  - Chair - Melanie Jones with Rosa Bovino and Heather Turzak
  - Will re-use tickets if possible and revise dates on tickets due to COVID related postponement
- Special Events-New Parent Mix and Mingle
  - Chairs Heather Wallace and Michele Saltel
- Special Events-Torch Talks
  - Chair - Nancy Shippam with Lucia Whitney

#### 10. Miscellaneous/New Business

- New uniform fittings
  - Top marks company in Quebec was shut down in March due to COVID. As soon as they re-open, they will start sending stock to SMA
  - Need to get a sizing chart online for new students or email it out to them
  - Possibly June/July for uniform fittings
  - Announcement in Communique and email to grade 12 students to donate gently used uniforms
- Nominating Committee Report – Connie Yunyk (see attached A)
  - Mrs. Jennifer Melo nominated for Parents' Guild Second Vice President for a two-year term starting September 2020.
  - Slate of officers for 2020-2021 are:
    - President: Ramona Thomson
    - 1st Vice President: Gillian Hauser
    - 2nd Vice President: Jennifer Melo
    - Treasurer: Venus Denis
    - Secretary: Joanie Smalley
    - St Mary's Academy President/Advisor to Parents' Guild Executive: Connie Yunyk
- Constitution and By-laws proposed updates (See attachment 2)
  - Motion to accept by Melanie Jones and seconded by Chrissy Werestiuk
  - All in favor

## 11. Action Items for next meeting

- nil

Meeting adjourned at 7:01pm

Next Parents' Guild AGM and Regular Meeting:  
Tuesday, September 29, 2020  
Time: 7:00pm  
Location: via Zoom meeting hosted by Connie Yunyk

## Attachment A:

### Nominating Committee Report

Connie Yunyk, SMA President, met, via Zoom, with Parents' Guild representatives Shannon Cisneros and Mary Fustey on Monday May 4 2020 to consider nominations for a vacancy for the Parents' Guild executive for the upcoming 2020-2021 school year.

The Nominating Committee would like to nominate the following individual for a two-year term to the Executive of the Parents' Guild for the 2020-2021 school year.

Second Vice-President – Mrs. Jennifer Melo

Respectfully submitted,

Mrs. Connie Yunyk  
Mrs. Mary Fustey  
Mrs. Shannon Cisneros  
Parents' Guild Nominating Committee  
May 5, 2020

## Attachment B:



Guild By-laws  
Proposed changes N