

**HFA School Council Executive Meeting
Minutes from Wednesday, January 13th, 2021
@ 6:30 p.m. via Zoom**

Mission Statement:

The mission of Holy Family Academy School Council is to foster communication between school, home, and parish to enhance student learning.

Attendance: Lorraine S., Stephanie H., Keeley C., Jeralee C., Adrienne B., Ashleigh D., and Andrew L.

1. Call to Order

- ❖ Co-Chair Stephanie called the meeting to order at 6:34 p.m.

2. Opening Prayer:

- ❖ Prayer was led by Stephanie.

3. Approval of Minutes

- ❖ Stephanie/Ashleigh

4. Committee Reports:

Principal Report – Lorraine S.

- ❖ Online learning – Thank you to parents for their partnership during the online learning week after Christmas. Participation was excellent despite the different home situations. Students were not penalized for not attending classes.
- ❖ 25 Years of Catholic Education in Brooks
 - Celebrate all year
 - Retro page – tell our story
 - Gather pictures and stories from students, staff and parents – past and present
 - Newsletter
 - Websites
 - Facebook pages
 - Word of mouth
 - Prayer
 - Incorporate into school day throughout the year.
 - Celebration: Friday June 4th
 - Mass with Bishop McGrattan
 - Student participation – activity
 - Reunion – p.m.
- ❖ Registration for Next Year
 - Kindergarten registration for next year has already begun. Funding projections from the government are due in March and so Central office is promoting registrations and gathering data. Staff plans begin early and so early registration is important for getting the proper staffing for our school.
 - Please encourage friends and family that may be considering registration to inquire soon.
 - Go to our website <http://www.holyfamilyacademy.ca/Registration.php>
 - New families begin an inquiry. Families already in our schools add their new child to their current parent portal.
 - Children already in our schools do not have to register for next year. They are automatically enrolled for the following grade.
- ❖ Annual Education Results and Plans
<http://www.holyfamilyacademy.ca/documents/general/AEP-Brochure-HFA.pdf>

5. Treasurer Report – Jeralee C.

- ❖ Current Account Balances:
 - Community Account - \$31199.63
 - Savings Account - \$6588.64
 - Common Share Account - \$118.56
- ❖ Accounts Payable:
 - \$531.09 owing
 - Teacher Dinner
 - Costco Hot Lunch
 - 12 days of Christmas Pizza party
- ❖ December Hot Lunch:
 - Revenue - \$1670.05
 - Expense - \$985.15
 - Total Profit - \$684.90
- ❖ There are amounts expected to be paid out but receipts have not been submitted for reimbursement yet.
- ❖ No bill was received for Bibles for the Grade 4s last year or this year. Lorraine advised that Central Office had paid for them for those years, but the billing process should return to normal next year.

6. Hot Lunch Report

- ❖ A post was made in the Facebook group to gauge interest in a Hot Lunch and parents were interested so there is one being planned for February.

7. Co-Chair Report – Stephanie

- ❖ None

8. Old Business

- ❖ Ward Report – Lorraine attended, they reviewed the Annual Education Survey Results and Plans linked in the Principal's report.

9. New Business

- ❖ School Calendar – The school board is creating the calendar for the next school year, it will be finalized soon. Then it is sent to the Trustees for approval.
- ❖ St. Joseph Parent of Distinction nomination form is due on February 28.
- ❖ Room Rep Responsibilities – discussion regarding what types of responsibilities room reps have within the classroom. They are also the class reps to the council and should be attending meetings to advocate for their classes. The role has evolved over the years and should be redefined and communicated so everyone is on the same page. Teachers and Council to create a list over suggested responsibilities to be reviewed.
- ❖ Shed update – Lorraine reported that Mr. Fleck had spoken with Excel on Jan. 4 to confirm the order. Have received the funds and approvals needed. Shed organization and storage solutions were also discussed. This may be something to raise funds for in the future.
- ❖ Fundraising – Discussion about there was anything else besides shed items that need to be fundraised for. In the Spring we will start planning for next year's fundraising.
- ❖ Facebook Event – the 12 Days of Christmas had a lot of participation and it seemed like people enjoyed it. February event to be Random Acts of Kindness Bingo.
- ❖ Bottle Depot – need to check in with them to see if there are any funds to collect.

10. Next Meeting

- ❖ February 10, 2021 via Zoom ID 409-855-3613.
- ❖ Future Meetings: March 10, 2021, April 21, 2021, May 12, 2021, and June 9, 2021.

11. Meeting adjourned at 7:43 p.m.