



Meeting Minutes – St. Agnes Parent Council

RE: First Meeting of the council

Date: October 12, 2023

Location St. Agnes Catholic Elementary School

In Attendance: *In person:*

Virginia Elizondo, Mrs. Moran, Jodi H., Lindsay L., Paula D., Jessica S., Peter B.,
Melissa M., Liliana A., Cindy N., Kristina B., Liz R., Marcella D., Chelsea P., Zalia T.

Virtual:

Keisha D.

Opening Prayer

- Led by Virginia Elizondo, Catholic Education Week

Update from the Principal:

- We are many, we are one
 - theme of catholic education week
- MTC life presentations have happened for the students
 - Possible to have a parent presentation upcoming?
- Nov 29/30: “Positivity lives here” presentation for the students (kinder through 8)
 - small group workshops plus assembly
 - Founded by former student
- Indigenous education dept - learning through games
 - lacrosse Dec 5th, no cost, junior intermediate focus. ~30 students at a time
- Thanksgiving mass took place October 11th
- Advent Mass scheduled for December 19

Update from the Teachers:

- Laura provided the update from the teachers
- Jr Volley Ball Tournament October 12th
 - Unfortunately, our Junior teams didn’t make it to the next round
- Cross Country (Grades 4-8) October 18th
 - Mrs. Afonso coaching
- Intermediate volleyball November 23. St. Agnes hosting
- Questions from the council
 - Q: How do parent know that try outs are open?
 - A: Form to complete before try outs happen sent home, announcements in school

General Discussion

- School budget per pupil hasn’t been increased in many years
- Money should go directly to support students and have a direct impact on all students & grades
- Virginia suggests that devices might be something the parent can support
- Agnes manages the budget/ reconciliation for school spend

Council Meeting minutes

- Unapproved meeting minutes are to be sent to all members after meetings for council review prior to the next meeting

- Minutes are approved at next meeting (must be approved by a voting member in attendance at last meeting)
- Approved minutes to be circulated to all within 2 weeks of approval during council meeting

Parish & Faith Updates

- Good rapport with Father John, school has a beginning of year meeting every year
- Youth faith ambassadors; new club at school (Grades 4-8)
 - assisted with food drive, morning prayers, will participate in community service, senior residence connection "Grand-friend" pen pals (12+ years)

2023-2024 Council Elections

- Current By-Law allows for 10 voting members
- 9 nominations received
- Formal vote was taken for Chair Election
- Followed by nomination for other Council Positions
- Once council was formed, a motion was taken to:
 - Elect a Co-Chair
 - Amend By-Laws to allow for 15 voting members

Catholic Council for 2023-2024 school year as follow:

- | | |
|---------------------|----------------------|
| 1. Co-Chair | Paula Durigon |
| 2. Co-Chair | Jessica Spearin |
| 3. Treasurer | Cindy Nash |
| 4. Secretary | Liliana Almeida |
| 5. Parish Rep | Melissa Mazzuca |
| 6. OAPCE Rep | Peter Belchior |
| 7. Parent Member | Kristina Blanas |
| 8. Parent Member | Liz Raposo-Fernandez |
| 9. Parent Member | Keisha Demonick |
| 10. Parent Member | Marcella DeRose |
| 11. Parent Member | Chelsea Pischinger |
| 12. Parent Member | Zalia Torres Franco |
| 13. Parent Member | Rose Aju |
| • Virginia Elizondo | Principal |
| • Laura Moran | Teacher Rep |

Financials

- Cindy Presented the financials (see appendix for details)
 - End of Year Balance/Opening 2023-2024 Balance: \$8,436.73
 - 2023/2024 Financial Commitments: \$10,650
 - Proposed Fundraising Goal for the year: \$5,000
- Indoor painting - Est \$4K ear-marked
- Communion/Confirmation Gift: \$400 - Beading Buds rosaries
 - We need to know how many kids will be confirmed this year, Virginia to get list from Cathy
- Confirmation Retreat: \$1,200
 - Mrs. Costa noted that students liked retreat place last year, price was reasonable,
 - Teen ranch sounded cost prohibitive, we have not previously paid for transportation

- Virtues
 - Virginia will design certificate and there are pencils for students
 - Can do a rotation year over year on what is handed out
- Parent engagement grant - mental health fair was previously discussed as option to use funds - need to report to board how spent

Council Fund Raising Goals for the year

- Need to finalize fundraising goals for transparency/ school communication
- Council will reach out to parents on what greater community would like funds spent on – survey will be sent
- Discussions to be had with Virginia on what might be appropriate to consider
- *Hot Lunch as a council initiative*
 - Cindy reached out to Virginia to ask if we can reduce the hot lunch days provided by school to allow for a Council lunch option. Virginia was receptive.
 - Need clarity on if this is to be an ongoing offering i.e. 1 month of sandwiches or just when council offer hot dog days
- *Peter to lead Halloween sub committee*
 - Chelsea noted she has lots of connections to supply chain might help with donations for Spook-a-thon
 - We need a renewed Push on costume drive - Ask to Virginia to have teachers have students write in the agenda

Other Items

- Virginia asks council to avoid paying with credit card when possible as this create complexity when repaying
- Virginia to provide details on all items available for purchase at snack shop
- Virginia to send out post meeting:
 - Presentation
 - Contacts for all member
 - Details on training availability for roles
 - Details on chair meeting (Thus Oct 19)

Next Meeting

- November 23, 2023

Meeting Adjourned

23/24 Financials

Proposed
Fundraising
Goal:

\$5000.00*

* To cover commitments and carry over planning funds for next school year. This does NOT include fundraising initiatives that we will establish for the year.

End of Year Balance = \$8436.73

| Financial Commitments | |
|-----------------------------|--------------------------------------|
| Open House | \$400.00 |
| Indoor Painting Initiative | \$4000.00 |
| Spookathon Supplies | \$1000.00 (to be covered by revenue) |
| Christmas | \$500.00 |
| Communion/Confirmation Gift | \$400.00 |
| Confirmation Retreat | \$1200.00 |
| Graduation | \$800.00 |
| Virtues | \$300.00 |
| Spring Event | \$500.00 |
| Family Movie Night | \$300.00 (to be covered by revenue) |
| Parent Engagement | \$500.00 |
| Volunteer Appreciation | \$250.00 |
| Carry Over | \$500.00 |
| Total: | \$10,650.00 |

20

22/23 Financials

of Events that Raised Funds = 6
Total \$ Raised: \$6978.64

of Events that did not Raise Funds = 6
Total \$ Spent = \$3,022.57

Money Carried Over from
Previous Year = \$4078.37

End of Year Balance =
\$8436.73

| Financial Commitments | |
|------------------------------|------------------|
| Open House | \$ 355.00 |
| Christmas | \$191.04 |
| Communion/Confirmation Gifts | \$372.90 |
| Confirmation Retreat | \$1155.00 |
| Volunteer Dinner | \$178.00 |
| Graduation | \$770.63 |
| Carry Over | \$500.00 |
| Bank Charges | 117.63 |
| Total | \$3639.57 |

| Expenses | Revenue |
|---------------------|-------------|
| \$17,438.13 | \$21,796.49 |
| Revenue - Expenses= | \$4358.36 |

19