

# St Ann's Academy Parents' Association (SAPA)

## Meeting Minutes from December 11, 2018

**Present:** Mike Simpson, Patrick Niwa, Rosie Caputo, Melissa O'Neill, Joel Loehr, Wendy Jennings, Deanna Balison, Tracy Christianson.  
Apologies from: Sherry, Nini, John, Lisa and Heather.

### 1. Call to Order and Opening Prayer

Mike welcomed everyone; called the meeting to order at 6:30PM Melissa lead the opening prayer.

**2. Adoption of agenda** – m/s Deanna Balison / Tracey Christianson Carried.

**3. Adoption of minutes** – m/s Tracey Christianson / Rosie Caputo Carried.

### 4. Administration Report

Mr. Niwa thanked Joel for a smoothly run Bazaar and everyone who pitched in, and commented on the joy and fun he observed in the school. Reported that Mrs Leggett said a warm thank you to SAPA for the funding of school activities such as Elementary baking and Art, as well as help with the \$ for the Grade 6-7 ski trip. Electronic payment: Mr Niwa and Patrick met last month to discuss same, slow process and will keep us updated. Mentioned the date and time of the Teacher appreciation lunch idea and the teachers voiced appreciation at the thought, this will happen on the 17<sup>th</sup> Dec.

### 5. Presidents Report

Mike Simpson discussed SAPA handbook work with Rosie, Tracey and Lisa. Details to follow.

### 6. Treasurer's report

Lisa sent in apologies. Report looked over. Nothing of note and we are on track.

### 7. Old Business

- **Fence project.** Woodworking underway for New Year, ready for students to paint in the spring.
- **Electronic payment capability:** Continues to be an ongoing work in process.
- **SAPA handbook:** Mike reported that with Rosie's help and with input from Tracey and Lisa as a Handbook subcommittee worked on the

handbook and presented it to SAPA prior to the meeting for members to read. Some discussion around quorum and refining “Reference letters” vs “recommendation letters” and Dropping Appendix 5 to be stored in a SAPA Google drive. Mr Niwa also asked about the names of the scholarships and the history behind them.

m/s Tracey Christianson / Melissa O’Neill Carried.

Action: Present Handbook to Counsel and seek information on History of scholarships.

- **Education sessions** – Kamloops hacks. Email sent and in the Newsletter.

**8. Correspondence:** None of note

**9. Funding Requests:** No formal requests at present.

**10. New Business**

**Fundraising ideas** and **SPRING RAFFLE** prize ideas discussed. Dates for the raffle to be looked at possibly 8<sup>th</sup> March draw. Tracey working on letters to businesses to donate items to raffle, once that happens Sherry can apply for a licencing.

**11. Committee reports:**

**Bazaar:** Joel reported on the success of the Bazaar making \$3235.83 – gambling licence. Standouts where the Grinch toss and the cake walk. Discussed the possibility for 2 cake walks next year due to the long lines. Joel thanks John for stepping up. Joel also let us know that some vendors pulled out last minute as well as face painters.

**Staff Appreciation:** Apologies from Heather but Staff Appreciation lunch all set for Monday 17<sup>th</sup> Dec.

Closing Prayer and adjournment at 7.35 pm

**Next SAPA meeting January 8 @ 6.30 pm**

**ALL WELCOME.**