

**St Ann's Academy Parents' Association (SAPA)**  
**Meeting Minutes from May 8, 2018**

**Present:**

Christine Matuschewski  
Mike Simpson  
Paula Nolan

Rosie Caputo  
John Hondzel  
Melissa O'Neill

Sara Thomson  
Domenica Spina (to 6:40PM)

**1. Call to Order and Opening Prayer**

Christine welcomed everyone, called the meeting to order at 6:31PM, and did the opening prayer.

**2. Adoption of agenda - m/s Sara/John. Carried.**

**3. Adoption of minutes - m/s Mike/Melissa. Carried.**

**4. Administration Report**

No administration staff were able to be present due to a concurrent School Council meeting, however paper copies of a report were provided by administration staff.

Domenica Spina requested that SAPA consider increasing the amounts of the four scholarships to \$1000 each for school year 2018/19, due to rising tuition costs.

**5. Chair Report**

No formal report, discussed the playground. The request is out to parents for 20-30 volunteers on Saturday June 16 to assemble the new playground; the old one will be dismantled the day before.

**6. Treasurer's report**

Finance summaries for revenue and expenses to date were shown on screen; see *SAPA April 2018 Rev summary.pdf* and *SAPA April 2018 Exp summary.pdf* distributed with these minutes.

After some discussion about increasing scholarship amounts for 2017/18, it was agreed to only consider an increase in 2018/19.

**7. Old business**

*a) Epicure Fundraiser*

Final numbers to come in mid-May; over \$400 anticipated to be raised.

*b) Electronic Payment Capability*

No response to letter submitted to the CISKD Board of Directors in March; Paula will follow up.

*c) Parent Survey of SAPA Priorities*

To be deferred to 2018/19 school year, given the change in SAPA co-chairs and change in 2 of 3 administration positions.

*d) Extra Prizes*

CARRIED OVER from April: Tracy will follow up with the Whitecaps about tickets for a May game; other prizes could be an incentive to complete the parent survey of SAPA priorities.

**8. Correspondence - None.**

## 9. Funding Requests

Mr. Chisolm forwarded the teacher funding requests for school year 2018/19. For 17 different clubs or activities, the administration endorsed amounts total \$19 090.

SAPA executive will consider these requests when creating the budget for 2018/19. The following should be considered when creating the 2018/19 budget:

- Capital improvements to the school is the primary responsibility of school administration
- Focus on extra-curricular activities, with a balance between sports, arts and other activities, and a balance of high school vs elementary programs (noting a large elementary focus over the past year with the playground)

## 10. New business - none

## 11. SAPA Committees

- a) *Playground* - discussed in chairperson report.
- b) *School Fence Project* - CARRIED OVER from April: Tracy will follow up with Mr. Cuzzetto about creating doves with the woodworking class, up to 400 doves or one per student. If no action by June, drop this initiative.
- c) *Scholarship* - Paula Nolan (chair), Tracy Christianson and Sara Thomson reviewed applications and made decisions and reported them to administration for graduation on May 19.

## 12. Closing prayer and adjournment of meeting - 7:15PM.

## 13. Next meeting and Annual General Meeting - Tuesday June 12, 2018 at 6:30PM.

- Election of chair, vice chair (or co-chairs), secretary
- Adoption of 2018/19 budget