

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

## Meeting Minutes from June 11, 2019

**Present:** Mr. Niwa, Mike Simpson, Anupreet Sharma, Lisa Anderson, Wendy Jennings, Sherry Sanderson, Domenica Spina

### 1. Call to Order and Opening Prayer

Mike welcomed everyone and called the meeting to order at 6:35 pm. Domenica led the opening prayer.

**2. Adoption of Agenda** – m/s Lisa Anderson/ Rosie Caputo; Motion carried.

**3. Adoption of Minutes** – m/s Mike Simpson/ Anupreet Sharma; Motion carried.

### 4. President's Report

Mike Simpson reported that a few of the regular members had sent regrets for tonight's meeting. He also updated everyone in attendance that Heather (VP) had a successful surgery and was recovering well, after she shared at the last meeting the health challenges she was undergoing. Mike also informed everyone that after the last meeting, the SAPA secretary, Melissa O'Neill stepped down from her position. The executive also had a meeting in order to look at the upcoming year's budget, analyze how the year went, and discuss how to allocate responsibilities for class reps for the upcoming school year.

### 6. Treasurer's Report

Lisa presented and reviewed the financial statements as attached to this document. The budget is looking very healthy going into next year. More staff members are sending in requests still for activities for the upcoming school year.

### 7. Old Business

- **Electronic Payments** – excellent news received that the electronic payments system/point of sale will be launched and ready to go for September 2019. Likely, there will also be something on the website coming where payments can be completed on there. There is one exception in that tuition will not be accepted through the electronic system
- **Engaging class reps differently** – Tracy will work as the coordinator in this role. Each class rep will then choose and take on a fundraiser to oversee and that they will spearhead. Domenica also commented that it would be nice to see more families engaged in events by promoting and helping in fundraisers. One way to do this might be advertise and communicate these objectives to all families. For example, "Bake one cake for the cake walk and receive 1 parent participation hour", will make families more aware of how they can participate and how to get hours fulfilled. Might be something for Tracy to consider as coordinator. The idea

came up to also have SAPA send an email message giving details of what is upcoming and how to earn PP hours from these events.

- **SAPA presence on website** – it was also brought up by Domenica Spina to move the SAPA link on the website to where it is more prominent on the front page for parents to see right away. Patrick Niwa did mention that one of the jobs that the advancement officer will be looking at would be how to revamp the entire website, so this could also be part of that.

\*\* Patrick Niwa arrived at 6:51 pm\*\*

## **8. Administration Report**

- Patrick Niwa report that Heather brought the idea to him about “Grow A Row” at Home Hardware. Patrick moved forward with the idea, indicating that if SAPA decided not to move forward with it, that he would look for school funds to cover the initiative or that he would cover the costs personally if none could be found. The sign at our row says, “Catholic Education in Kamloops”. There was some discussion about the sign in general and the message and whether it should include the St. Ann’s name on it. Domenica Spina also added that SAA is already a partner with the food bank and that the life skills department also do once a month breakfast.
- Patrick also mentioned the idea of perhaps a parent taking over the organization of the PP hours, but more information and discussion would be forthcoming in the new school year.
- It was also reported that we are at that time of year when many year end field trips are taking place.

**9. Correspondence:** received back statements and information about fundraisers.

## **10. Funding Requests:**

- It was noted that the fiscal year ends June 30.
- Motion to fund \$1000 to reimburse the school for the ‘Grow A Row’ program for the 2019-2020 school year. Motioned by Rosie Caputo; seconded by Anupreet Sharma. Question called; motion carried
- Motion made to accept the budget for SAPA 2019-2020 school year (see attachments).
  - There was an amendment by Sherry, to increase the scholarships from 4 to 5 including one with a Fine Arts focus and funding to increase to \$5000 (\$1000 per scholarship). Motion by Anupreet Sharma; seconded by Sherry Sanderson; motion to amend carried.
  - There was also discussion of the ‘Brown Bag lunch’ fundraiser added to the budget. Patrick described that this type of initiative takes money away from school revenues as it is in direct competition to money the canteen brings in. Motion was made to remove this program from the budget due to its direct

competition with the canteen. Motion by Anupreet Sharma; seconded by Sherry Sanderson; motion to amend carried.

- Motion to pass the budget with the above amendments by Anupreet Sharma; seconded by Sherry Sanderson; question called; motion to amend carried.

## **10. New Business**

- AGM - see attached minutes

## **11. Committee Reports:**

- Scholarship Committee: Mike attended grad to hand these out as determined by the scholarship committee.

## **12. Meeting adjourned at 7:40 pm. Closing prayer by Rosie Caputo**

### **Next SAPA meeting:**

September 10, 2019 at 6:30 pm (we will stick to meetings on the second Tuesday of the month for the 2019-2020 school year)