

## **OLPH School Council Meeting**

**Wednesday, October 19, 2022 @ 7:30 pm – OLPH School Staff Room & Google Meet**

**In Attendance:** Charles Ward, Nicole Siegel, Danielle Gervais, Chris Lucas, Brandy Walters, Angela Marple, Sandra Sharp, Leanne Starko, Rena Stackhouse, Krystal Gaudet, Monique Gagnon, Heather Bonokoski, Amanda Gaudet, Rendi Lamontagne

**Staff:** Alyre Morin, Miss Gartner (teacher rep)

**Trustee:** N/A

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### **I. CALL TO ORDER**

- Charles Ward called the meeting to order at 7:30 pm.
- Prayer led by Amie Gartner.
- Acknowledgement read by Charles Ward.

#### **a) APPROVAL OF MINUTES FROM September 21, 2022**

- Motion to approve the minutes from September 21, 2022. Moved by Charles, seconded by Angela.

#### **b) APPROVAL OF THE AGENDA**

- Motion to approve the agenda. Moved by Angela, seconded by Sandra.

### **II. REPORT FROM EICS BOARD - TRUSTEE**

- N/A

### **III. REPORTS FROM COUNCIL**

#### **a) ADMIN REPORT (A. MORIN / A. GARTNER)**

- Bus evacuations went well
- Fire inspection passed
- Turkey trot was a fun success
- Teaching Mass- all kids from the school went to the church in the morning
- Parent teacher conferences will be Nov 1 & 3, from 5-8 and the online booking system will be used.
- Voyage Quebec is May 20-26, 2023 for grade 8, and they will be using Air Canada rather than West Jet this year as the flight times and price work better.
- A new House system has begun at the school that is meant to build community. The system will imitate Hogwarts school from the Harry Potter series by dividing the school into 4 groups that will include one class and teacher from each grade in each 'house'.
- Financial support was requested in support of "Tiger Pride" (the old Caught Being Good program)
- Grade 8 Fundraising Association will take be doing a concession for sports tournaments held at OLPH. They will look into possibly expanding to EPK events as well.

- Grade 8 farewell will be June 16 @4pm, at OLPH church with mass and celebration
- Recess equipment will be purchased for each class

#### **b) EXECUTIVE REPORT (C. WARD)**

- Motion to add Krystal Gaudet to online administrator access to ATB accounts made by Charles, seconded by Amanda
  - All in favor. Motion Passed
- Apparel store is now open until November 3
- Playground refurbishing fundraising is complete (fundraisers, grants are done, now in RFP process)
- Hot lunch is going well – Thank you to the volunteers each week!
- Break the Rules Day was discussed, and will move to spring rather than the fall.
- Class Reps are still needed in several classes – please help if you can
- **Grade 8 Quebec Trip**
  - Grade 8 Quebec trip Fundraising committee has appointed Chris Lucas as Chair and Sandra Sharp as Treasurer

#### **IV. NEW BUSINESS**

- N/A

#### **V. UPCOMING EVENTS (C. WARD)**

- Oct 31 – Halloween
- Nov 1 – Picture retake day
- Nov 1 – 3-way conferences
- Nov 3 – 3-way conferences
- Nov 7-11 Fall break
- Nov 23 School Council Meeting 7pm

#### **VI. ADJOURNMENT**

- Motion to adjourn the meeting at 8:34 pm made by Charles, seconded by Nicole

Minutes taken and prepared by Nicole Siegel.

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**Email** Hot Lunch Committee: [olphschoolhotlunch@gmail.com](mailto:olphschoolhotlunch@gmail.com)

**Email** Treasurer/Fundraising Association: [olphfa@gmail.com](mailto:olphfa@gmail.com)

## **OLPH Fundraising Association Meeting**

**Wednesday, Oct 19, 2022 @ 8:34pm – OLPH School Staff Room & Google Meet**

**In Attendance:** Charles Ward, Nicole Siegel, Danielle Gervais, Chris Lucas, Brandy Walters, Angela Marple, Sandra Sharp, Leanne Starko, Rena Stackhouse, Krystal Gaudet, Monique Gagnon, Heather Bonokoski, Amada Gaudet, Rendi Lamontagne

**Staff:** Alyre Morin, Miss Gartner (teacher rep)

**Trustee:** N/A

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### **I. CALL TO ORDER**

- Charles Ward called the meeting to order at 8:34 pm.

#### **a) APPROVAL OF MINUTES FROM OLPHFA Meeting from April 26,2022**

- Motion to approve the minutes from April 26, 2022. Moved by Krystal, seconded by Charles.

#### **b) APPROVAL OF THE AGENDA**

- Motion to approve the agenda. Moved by Leanne, seconded by Brandy.

#### **c) APPOINTMENT OF CHAIR**

- Motion to appoint Krystal Gaudet as President of the Fundraising Association. Moved by Charles, seconded by Chris
  - All in favor. Motion Passed
- Motion to add Krystal Gaudet to online administrator access to ATB accounts made by Charles, seconded by Amanda
  - All in favor. Motion Passed

### **II. FUNDRAISING REPORT**

- Ongoing fundraisers – Save On Foods, Cobs, Vending Machine, Hot Lunch
- Currently running Clothing Apparel until Nov 3
- Upcoming Break the Rules moved to spring
- Grade 8 trip fundraising – bottle drive October 29, 10-5 at school, and Nitza's Pizza coupons available for pre-purchase.
- Sandra (Grade 8 Treasurer) and Heather (OLPHFA Treasurer) to meet at the bank to re-open the Grade 8 fundraising account (was closed with the change of banks and has not been reopened yet)

### **III. TREASURER'S REPORT (H. BONOKOSKI)**

- Motion to approve the 2022-2023 proposed budget as amended (see attachment below). Moved by Charles seconded by Amanda.
  - All in favor. Motion Passed

### **I. ADJOURNMENT**

- Motion to adjourn the meeting at 9:15pm made by Charles, seconded by Nicole.

Minutes taken and prepared by Nicole Siegel.

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**Email** Hot Lunch Committee: [olphschoolhotlunch@gmail.com](mailto:olphschoolhotlunch@gmail.com)

**Email** Treasurer/Fundraising Association: [olphfa@gmail.com](mailto:olphfa@gmail.com)

Our Lady of Perpetual Help Fundraising Association

September 1, 2022 to August 31, 2023

Cash in Bank Sept. 1, 2022	\$	47,886.57	
Hot Lunch 2020 (Playground)	\$	10,000.00	Carry over from 2021-22
Playground (Grants, Fundraising, Donations) 2021/2022	\$	17,247.55	Carry over from 2021-22
<b>Available Balance as of September 1, 2022</b>	<b>\$</b>	<b>20,639.02</b>	

**Revenue** **Forecast**

<b>Programs/Events</b>	
Break The Rules Day	\$ 1,500.00
Hot Lunch	\$ 50,000.00
<b>Fundraisers</b>	
Cobs Bread - Dough Raiser Program	\$ 100.00
OLPH Apparel	\$ 300.00
Save-On Foods	\$ 2,500.00
Signature Vending Supplies Ltd.	\$ 1,200.00
<b>Other</b>	
Interest	\$ 27.00

**Total Revenue \$ 55,627.00**

**Expenses - OLPHFA** **Budget**

<b>Programs/Events</b>	
Break The Rules Day	\$ 1,000.00
Corn Roast	\$ 580.00
Christmas Gift	\$ 1,000.00
Grade 5/6 Pool Party	\$ 500.00
Grade 7 Event (Pool Party Gr. 7/8)	\$ 500.00
Grade 8 Farewell	\$ 1,000.00
Pancake Breakfast	\$ 900.00
Cyberworld Saffron Centre	\$ 70.00
Tiger Prode	\$ 250.00
Year End Barbeque	\$ 1,500.00
<b>Operating</b>	
Administration	\$ 200.00
Benevolence	\$ 200.00
Contingency	\$ 250.00
French Immersion Award	\$ 250.00
Lurana Shelter	\$ 400.00
Shelving / Storage / Materials	\$ 400.00
Service Fees	\$ 50.00
<b>Hot Lunch</b>	
Volunteer Pizza Lunch	\$ 400.00
Administration	\$ 851.07
Vendor	\$ 44,000.00
<b>Staff Appreciation</b>	
World Teacher's Day	\$ 300.00
Staff Appreciation Week	\$ 300.00
<b>Recess Equipment</b>	
Equipment	\$ 1,000.00

**Total OLPHFA Expenses \$ 55,901.07**

**Expenses - Playground**

<b>Playground</b>	
Strathoona County	\$ 27,247.55
<b>Total Playground Expenses</b>	<b>\$ 27,247.55</b>

**Summary** **Budget**

<b>REVENUE</b>	
<b>OLPHFA</b>	
Programs/Events, Fundraisers, Other and Operating	\$ 55,627.00
<b>EXPENSES</b>	
<b>OLPHFA</b>	
Programs/Events, Fundraisers, Other and Operating	\$ 55,901.07
Playground carryover	\$ 27,247.55
<b>Net Profit/Loss</b>	<b>-\$ 27,521.62</b>

**Without Playground**  
**\$ (274.07)**

<b>2022-2023 Year End Review</b>		
Cash in Bank - Sept. 1, 2022	\$	47,886.57
Total Revenue Sept. 1, 2022 - Aug. 31, 2023 (anticipated)	\$	55,627.00
<b>Total</b>	<b>\$</b>	<b>103,513.57</b>
Total Expenses Sept. 1, 2022 - Aug. 31, 2023 (Anticipated)	\$	83,148.62
<b>Total Cash In Bank Aug. 31, 2022</b>	<b>\$</b>	<b>20,364.95</b>

**Estimated Balance at year end** \$ 20,364.95

