

**Immaculate Conception School
Parent Support Group
Zoom Video Conference January 11, 2023
Meeting Minutes**

Present: Kathleen Barth, Sherry Gilbert, Jessikha Hoeg, Julia Good, Sarah Roberge, Jerry Joseph, Freddy P, Paul Jensen, Andrea Born

Adoption of Minutes:

- December 7, 2022 minutes – Julia, Sarah

Adoption of Agenda:

- AGM January 11, 2023 - Julia, Andrea

Principal's Report: Kathleen

- Please see the handout
- A big thank you to our executive Jess Hoeg, Chair, Julia Good, Treasurer, and Andrea Born, Secretary
- Big thank you to Tara Schwab, who runs our Hot Lunch Program including coordinating the volunteers etc.
- A big thank you to Sarah Roberge, who took over the gift card program that supports the Parrish and our school
- Thank you to all the parents for their support
- In September we had a change to our Pastor. We welcome Fr. John Garden, Fr. Chris moved to Fort St. James
- Looking forward to the Sacraments in the spring
- We painted the remainder of the school, installed new lighting in the grade 3 and grade 4 classrooms, and rewired some electrical for our smart boards
- As we look ahead to this school year, we are hoping to save for a boiler and a roof replacement
- We look to implement a new 5 year Vision Plan and the possibility of an expansion of the school
- We are updating chairs for students, new desks, and other options available for our students
- Thank you to all the staff, their hard work and commitment. We have great parents and supportive community that we work with and you trust us with your kids

- Christmas Concert backdrop was paid for by PSG and thank you for Kathleen's dad's support on this

Treasurer's Report: Julia

YTD Financials

- We are seeing some movement – Fundraisers are deposited from the Gingerbread (\$619.32) and Art Cards (\$1,369.39)
- Monthly Service Fee – Chequing (\$2), Shopping Account (\$2)
- Staff Christmas Treat – Coffee (\$120)
- Our gaming grant application was deleted during processing due to an error and miscommunication. The new application will be expedited.

Old Business

Shopping card update

- Total sales at \$37, 015 profit of 4.28%, a lot happened in December
- Available cash is \$11,191 in January, \$3,000 of wiggle room for 2023
- The most popular places for shopping card purchases were Starbucks, Tim's, Winners, Cineplex, Save On, Earls, and Art Knapps
- The order form template may be revised
- Special thank you to Mrs. Gamble for filling orders and for all her support
- We thank the Knights of Columbus for all their support
- We thank the Burkholder James Family who sells cards after 9:00am mass
- Canada post costs have increased

Hot Lunch – We are looking for volunteers!

New Business

Year End Carnival

- We do not have a Year End Carnival Coordinator and we do not have any volunteers for the Carnival

Golf Tournament

- We do not have a Golf Tournament Coordinator and we do not have any volunteers for the Golf Tournament

50/50 draw

- Julia may support the 50/50 draw. We need a date before we can apply for the licence
- The draw will be on Monday, March 6th before Spring Break. We have a goal of selling 1,000 tickets at \$10

Craft Fair

- We are looking for someone to coordinate the Craft Fair. This is a great support for the community. There is a binder that explains all the steps etc.

Valentine's Day Dance – February 17, 2023

- Jes will lead this event
- We have hired Rhythm and Sound - DJ is \$312 plus GST
- We will have a concession, baked goodies, candies like sports day
- Tickets will be \$10 to \$20 per Family
- The dance will be from 6:00pm to 8:30pm
- We will double check with the Parrish Hall and YMCA, to use the venue
- We will need parent volunteers

2023 Elections

No changes to the Executive

Position of Uniform Coordinator

- The Uniform Coordinator is available two times per year for 1.5 hours before and after school at the end of the school year. Gently used uniforms are donated
- There were no other nominations for Uniform Coordinator

Position of Fundraising Coordinator

- There were no other nominations for Fundraising Coordinator
- The responsibility goes to the Chair if there is no Coordinator in place or a subcommittee can help

Position of Secretary

- Jes nominated Andrea for Secretary
- There were no other nominations, and no one opposed
- Motion to approve Andrea as Secretary – Julia and Sarah

Position of Treasurer

- Jes nominated Julia for Treasurer
- There were no other nominations, and no one opposed
- Motion to approve Julia as Treasurer – Sarah and Freddy

Position of Chair

- Julia nominated Jes for Chair
- There were no other nominations, and no one opposed
- Motion to approve Jes as Chair – Julia and Freddy

UNBC Basketball Game

- On Friday January 20th – PSG will support with busing costs

Next Meeting: February 8, 2023 via Zoom