

**Immaculate Conception School
Parent Support Group
Zoom Video Conference March 16, 2021
Minutes**

Present:

Kathleen Barth, Sherry Gilbert, Deb van Adrichem, Nick Reiffarth, Julia Good, Freddy Padilla, Stephanie Primus, Jessica Hoeg

Adoption of Minutes:

Deb, Freddy

Adoption of Agenda:

- Amended to correct the date of the next meeting to April 20, 2021.

Freddy, Julia

Principal's Report: Kathleen Barth

- See handout.

Treasurer's Report: Deb van Adrichem

- See financial handouts.
 - No new activity.
 - All accounts are balanced and show a surplus at this time.

Old Business

- Shopping cards
 - No news.
- Hot lunch
 - No news that we know of.
 - Word of mouth conveyed that some hot lunch teams are smaller this year. Since we have not officially heard of it being a problem, and teams seem to make it work, recruiting is tabled until next September.

New Business

- Coffee Fundraiser
 - This fundraiser had to be postponed from the original plans to hold it before spring break/Easter. Stephanie has an order sheet ready and will contact North Roast Coffee over spring break to ensure it can run right after the break, with delivery in time for Mother's Day.
 - We will need 3-5 volunteers for the coffee sorting once it is delivered to the school. As with Purdy's, this can be done safely in the gym.
 - Julia, Deb, and Freddy have put their names down for this.
 - A school-wide call for volunteers will go out as well.

- Golf Tournament
 - The golf course has been contacted to confirm the cancellation.
- Recruiting
 - A letter has gone out to all ICS families with information about the PSG and about opportunities to become involved.
 - Jessica is interested in the Chair position.
 - Julia is interested in taking over as treasurer, freeing up the secretary position.
 - No one has come forward for shopping cards and golf tournament coordinator so far.
 - Ongoing recruitment:
 - Reminders about opportunities will keep going out in the newsletters until May.
 - Jessica knows two other parents who may be willing to take on a role.
 - By May, positions will be confirmed so that training can begin for some roles. Official shadowing will begin in September 2021, and successors will be elected and expected to take over in full by January 2022.
- Staff Appreciation
 - Traditionally, staff appreciation week would be going on around this time of year.
 - In the past it was the week before spring break. However, a year ago (in the planning stages), it was decided to move it to a full week after spring break with normal school activity, and it was scheduled for the first full week of May.
 - COVID made it impossible to do last year (a letter of appreciation was sent instead), and parents still cannot be present in the school at this time.
 - Staff present at this meeting were asked for input about possible tokens of appreciation for this year. As staff representative, Sherry expressed that, due to the PSG's tight budget in COVID times, no great expenses would be expected. Opal has a list of everyone's favourite Starbucks/Tim Horton's beverages.
 - It was decided to organize a coffee run and a Thank You note.
- Year End BBQ
 - Like last year, the year end BBQ cannot take place.
 - In anticipation of that, the BBQ was not included in the annual budget, and no replacement event is planned.

Next Meeting: April 20, 2021 via Zoom.