

**Immaculate Conception School
Parent Support Group
Zoom Video Conference May 11, 2022
Meeting Minutes**

Present: Jessikha Hoeg, Sherry Gilbert, Sarah Roberge, Tara Schwab, Julia Good, Andrea Born

Adoption of Minutes:

- April 13, 2022 minutes – Sarah, Julia

Adoption of Agenda:

- Julia, Sarah

Principal's Report: Sherry

- Please see the handout
- Jeans Day is on May 13th
- Kindergarten position is vacant

Treasurer's Report: Julia

Field trip money

- Sent Financials for April 30th
- Minimum of \$25 must be in the bank
- Gaming Grant – allocate \$20 per student
- Raise awareness on fundraisers and create a schedule – Art Cards, 50/50, Craft Fair, Purdy's
- Previous fundraisers – Cookie Dough, volunteer with PG Cougars
- Advertise in advance for people to fundraise
- Julia will draft a budget
- Signing authority – we have the signatures

Old Business

- Shopping Card Program Update
 - o Sales are \$2,083
 - o Profit for 2022 is \$134.60
- New Craft Fair Coordinator
 - o Looking for volunteers
 - o Freddy and Anne will help next year

Golf Tournament

- We are looking for a Golf Tournament Coordinator

Coffee Fundraiser

- Steph Primus may help and she would take on the coffee fundraiser

New Business

Fieldtrip Bussing Approval

- What part of the PSG money should we set aside?
- Pay for what invoices that are submitted and set a fixed budget of \$5,000 for next year – Jes put a motion forward and it was approved by Julia and Sarah
- Could use the gaming account for that we use for fieldtrips, skating, swimming, Terry Wilson Memorial Tournament – between \$4,000 and \$6,000, 50/50 – \$7,000

Curtain for Aladdin Play

- We paid \$315 to rent the final curtain for the Aladdin play. The funds will be coming out of the gaming account
- Jes put a motion forward and it was approved by Julia and Tara

Year End Celebration BBQ

- Hold a year end celebration next year
- We will call for volunteers in April - 1 person to spearhead, 1 BBQ Coordinator and lots of volunteers to help prep and clean up
- We will need to bring a BBQ down to the school and set up outside at the back of the hall to access playground. For the food, half of the volunteers bring a dessert, and half the volunteers bring salad etc., Kirsty Ames did a video, arrange for a bouncy castle

Teacher Appreciation Day

- We would like to show our support for the teachers
- Hold on a Monday or Tuesday – May 24th before lunch (for 30 people) recess is at 10:15 – drop off by 10:00am
- We need a volunteer to call into Starbucks, get drinks ready and bring to the school as a “thank you”
- Before COVID – Teacher Appreciation was the week before spring break and there was a catered lunch. It was decided to move this event after spring break
- Ideas - Do a hanging basket and coffee?

Family Oriented Fundraiser

- Organize a family oriented fundraiser that includes children, or a family fun night (keep it at an open call)
- Ideas - movie night at the school, family fun Olympics, camp at school field, face painting, concession stand, do a gala, live auction

Coffee Fundraiser

- May 26th is the last day to order, June 6th to pick up
- We need money for hot lunch expenses and to order of aprons for hot lunch volunteers – we previously had burgundy aprons with the school logo embroidered on it
- Would the funds come from PSG, gamming or hot lunch?
- Jes put a motion put forward to accept aprons at \$50 for hot lunches and approved by Sara and Julia

Soccer Fun Day

- Scheduled for May 27th, hosted by IC
- We will serve hot dogs from hot lunch and have a concession stand
- We will need 4 volunteers (2 people to run concession, 2 people to set up and take down)
- Grades 6 and 7 will participate and the school will watch
- Tracy Sousa has offered to help

Volunteer Appreciation

- We would like to do a Volunteer Appreciation Tea on May 27th with tea, coffee, cookies
- Have a lunch for Fr. Chris farewell, all volunteers leaving, volunteers who support the hot lunch program etc.
- The event will be an opportunity to mingle
- Ideas – provide flowers, hanging basket etc. for volunteers
- Canvass people who are interested in volunteering next year

Next Meeting: June 8, 2022 via Zoom