

**Immaculate Conception School  
Parent Support Group AGM Meeting Minutes  
September 10, 2025**

**Present:** Kathleen Barth, Tonya Kruger, Chelsea Handford, Sarah Roberge, Anita Sarrazin, Jerry Joseph, Morgan Burri, Jeremy, Maninder Nagra, Tera Gomez, Krysta Dyble, Andrea Born

**Prayers and Welcome:** T. Kruger

**Adoption of AGM September 2024 Meeting Minutes:**

- Adopted by Sarah
- 2<sup>nd</sup> by Julia

**Adoption of AGM September 2025 Agenda:**

- Adopted by Julia
- 2<sup>nd</sup> by Anita

**Principal's Report:** K. Barth

- Please see the handout
- Thank you to the executive team, they are small but mighty, thank you to Chelsea, Julia, and Andrea
- Anita, thank you for taking on our lunch program and snack bin program to ensure snacks are available for students in the classroom
- Thank you, Sarah, for coordinating the shopping card program, there is a lot to organize. The shopping binder is available in the office during the school week and at Mass on Sunday. Proceeds are used for projects at the school and the Parish, both the school and Parish benefit
- Thank you to Mrs. Kruger for being the staff liaison and forwarding information to staff
- Thank you to all the parents being part of the PSG and being involved in different initiatives
- We said goodbye Fr. Matthew, he left at the beginning of August to go to Houston
- We hold many faith-based activities in the school and in the Parish, the grade 6's celebrate Confirmation, the grade 2's celebrate First Communion
- The school offers many activities including choir, musical theatre, volleyball, basketball, track and field, intermural events etc.
- We received wireless mics for musical theatre, thank you to the PSG, we got a new roof and fire system over the summer
- PSG played a big part in our garden project under Mr. O'Callaghan's guidance, including a sensory area and a prayer area for the greater community, the parents, and Parish
- Last year was an amazing year, we have been replacing some desks for the students, we need a boiler sometime in the future, and we need some playground additions to enhance the playground for the students
- Open house kicks off on September 18<sup>th</sup> at 6:30pm, we have a meet and greet, and families can visit their children's classroom

- I am incredibly grateful for our incredible staff, and I appreciate everything they do, providing a welcoming environment for the families, a wonderful learning environment for the students and trusting us with your children

#### **Treasurer's Report: J. Good**

- YTD Financials
- We do monthly financials, YTD spreadsheet provided every month
- Year end is August 31<sup>st</sup>, deposits and withdrawals happen in September after fiscal year end
- Revenue – craft fair, raffles - \$979
- Art Cards – \$1,129
- Valentines Dance - \$1,550
- 50/40 Draw – sold half of the tickets - \$5,000
- Soup Fundraiser – \$633
- Art Knapps – \$300
- Sports Day Concession - \$200
- Money in the gaming account pays for field trips etc, we receive a gaming grant every year
- Golf Tournament – net revenue of \$17,000
- PSG provides for \$200 classrooms and \$100 to other classes
- Staff Appreciation - \$260
- Student Swimming – \$2,850
- Musical theatre – we want to purchase equipment that they usually rent, we bought
- Soccer Tournament – PSG donated \$500
- Parrish Cleaning and Inspection to use the kitchen – \$525
- Year end BBQ – most items were donated
- Chairs for classrooms
- We have a surplus for the year

#### **2025-2026 Operating Budget**

- Shopping cards - \$2,000
- Craft Fair – \$700
- Art Card \$900
- Local Seasonal Fundraisers - \$700
- 50/50 - \$4,000
- Concession - \$0
- Gaming Grant – unsure what the amount will be, should come in under \$4,000
- Classroom funds - \$200 full time, \$100 part time
- Golf Tournament Fundraiser - \$12,000
- Student Field trips – 1 trip per class and 1 school ide bus trip - \$3,500
- Student Swimming - \$3,000
- Awards and Trophies - \$200
- Soccer Tournament - \$300 – can review the amount at a later time
- Online PAD Machine Fees – \$300
- Parrish Kitchen Cleaning – \$400
- Year End BBQ - \$650

Please let Julia know if you have any questions

**Shopping Card Report: S. Roberge**

- Sales 2025 (September 1, 2024 -August 31, 2025) – \$52,125
- Profit 4.5% – \$2,606
- Bank fees – \$33
- Shipping fees – \$133
- Total profit 2024 – \$2,440
- Total value/asset of the Shopping Program at August 31, 2025 – \$30,726
- Popular gift cards are Tim Hortons, Starbucks, Walmart, and Earls
- We have used the funds towards painting the Parish Hall, bought a ride lawn mower

**Hot Lunch Report: A. Sarrazin**

- Things have kicked off before school. Great to see eager parents signing up, 4 new people joined – 4 teams total, 2 person per team have food safe
- October 3<sup>rd</sup> is the first hot lunch cooking in the school

**Old Business****Recap 2024-2025 Fundraisers**

- Craft Fair
- Art Cards
- Valentines Dance
- 50/50 Draw
- Soup Fundraiser
- Art Knapps
- Golf Tournament

**New Business****2025 Elections****Position of Secretary**

- Chelsea nominated Andrea for Secretary
- There were no other nominations, and no one opposed
- Motion to approve Andrea as Secretary – Unanimous, motion passed

**Position of Treasurer**

- Chelsea nominated Julia for Treasurer
- There were no other nominations, and no one opposed
- Motion to approve Julia as Treasurer – Unanimous, motion passed

**Position of Chair**

- Julia nominated Chelsea for Chair
- There were no other nominations, and no one opposed
- Motion to approve Chelsea as Chair – Unanimous, motion passed

## **Fundraising**

- Fundraising Purpose: Playground Equipment, School Resources/Equipment – we are looking at ideas and will discuss at our next meeting
- Tentative Fundraising ideas for 2025-2026

### September

- Art Cards
- Mables Labels
- We are looking into the Fall Fruit fundraiser for the school

### October

- Back to School Parent Social Slaughterhouse Cidery Fundraiser – October 4, 2025 from 6:00pm to 9:30pm
- A chance for the families to get together, socialize and support a local business that is a family in the school
- If anyone has a propane heater to use for the evening, please let us know
- More information to come – tickets will be going on sale

### November

- Craft Fair
- Sisters Soup
- 50/50

### December

- 50/50 Draw Ends

### February

- Valentines Cookie Fundraiser

### May / June

- Art Knapps Fundraiser
- Golf Tournament
- Sport Day Concession

Ongoing: Mabels Labels, Open Door Café, Boston Pizza (looking into this)

## **Inclusive Learning Space and Garden**

- Looking for the PSG to contribute \$1,000 for the inclusive learning space and garden. PSG will take from the chequing account

## **Staff Appreciation – Discuss at October PSG meeting**

- We are looking into some creative ideas to recognize the IC staff next year

**Next Meeting:** October 8, 2025