



IMMACULATE CONCEPTION SCHOOL

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PARENT SUPPORT GROUP (PSG) ANNUAL GENERAL MEETING MINUTES

Date	Wednesday, September 16, 2026
Time	7:00 pm – 8:10 pm
Location	IC School – In Person
Present	PSG Board Members: JG, TK, CH, KB, SR, AA; 3 IC parents

1. Opening

Prayer and Welcome: T. Kruger opened the meeting with prayer and welcome.

2. Approval of Previous Minutes and Agenda

September 2025 AGM Minutes: Adopted. Motion recorded as SR and AA.

September 2026 AGM Agenda: Adopted. Motion recorded as SR and TS.

3. Reports and Updates

Principal's Report – K. Barth: Report was read aloud by T. Kruger. The report thanked the 2025–2026 PSG Board, welcomed new staff, and expressed enthusiasm for the year ahead.

Treasurer's Report – J. Good

2025–2026 financial recap was presented.

- May 2026 Golf Tournament raised \$12,380.59.
- At the October meeting, PSG will discuss and vote on the amount to allocate toward playground equipment. A potential allocation of \$25,000 was noted, based on proceeds from the previous two golf tournaments.
- PSG will continue exploring tap/payment options for use at fundraisers.
- The 2026–2027 operational budget was approved in June 2026.

Shopping Card Report – S. Roberge

Thank you to our biggest supporters: Marmot Builders, CIF Construction, Pharmasave, IDL Projects

Most Popular Cards: Tim Horton's, Starbucks, Save-On, Earls, Winners, Sephora *New

Continued gratitude to Art Knapp, & Earls: providing cards at larger discounts

Post-Mass sales have been challenging. S. Roberge will continue seeking volunteers to assist with sales.

A paper order form will be sent home in November prior to Holiday shopping.

- Shopping cards may also be offered for sale at PSG fundraisers, including the Craft Fair and Parent & Pub Night.

Hot Lunch Report – A. Sarrazin

The request for Hot Lunch volunteers received a strong response, and volunteer teams are being filled.

Another call for volunteers will be made at the Open House.

PSG is still seeking a Hot Lunch Coordinator to begin in January 2027.

The coordinator role includes delegating, scheduling, filling in when required, and serving as a resource for each Hot Lunch team.

4. Old Business

2025–2026 fundraising was reviewed. PSG noted that the year generated strong fundraising support and hopes to continue that momentum in 2026–2027.

5. New Business

2026-2027 PSG Elections

Secretary: Andrea was nominated by S and A. Andrea accepted the nomination by email.

Treasurer: Julia was nominated by C and S. Julia accepted and made note she will remain Treasurer for her final year and will support training/transition for a new Treasurer for 2027–2028.

Chair: No new Chair was nominated. J and S nominated Chelsea to serve as Interim Chair; Chelsea accepted.

Fundraising Purpose

Playground equipment

School resources and equipment

Transportation for School Field Trips

Tentative 2026–2027 Fundraising Plan

September:

- Art Cards
- Desert Hills – C has contacted the Desert Hills representative. Availability and dates remain to be confirmed.

November:

- Craft Fair.
- Parent & Pub Night – location, date and time to be presented at the October meeting

November/December:

- Art Knapp Poinsettia Fundraiser – C to contact Art Knapp and bring details to the October PSG meeting.

February:

- Valentine's Day Dance – Feb 12th - Mrs. Kruger, Ms. O'Bryan and Mr. D. will serve as staff leads. Mrs. Kruger will contact the Parish regarding hall availability; the school gym will be used if the hall is unavailable.

May/June:

- Art Knapp & Desert Hills
- Golf Tournament- Saturday June 12th @ Prince George Golf & Curling Club
- Sports Day Concession

6. Action Items

Action Item	Lead	Timing / Follow-Up
Bring forward discussion and vote on PSG contribution toward playground equipment.	PSG	October meeting
Continue inquiry into tap/payment options for fundraisers.	PSG	Ongoing
Seek additional volunteers for Shopping Card sales.	S. Roberge	Ongoing
Send paper Shopping Card order form home.	S. Roberge	November
Continue recruitment for Hot Lunch Coordinator.	PSG / A. Sarrazin	Before January 2027
Confirm whether Desert Hills fundraiser is available and identify dates.	CH	Report back when confirmed
Confirm Parent & Pub Night location, date and time.	CH	October meeting
Contact Art Knapp regarding Poinsettia fundraiser and present details.	CH	October meeting
Contact Parish to book hall for Valentine's Day Dance; use gym if unavailable.	Mrs. Kruger	October meeting

7. Next Meeting

Date: Wednesday, October 14, 2026

Location: IC School – Staff Room

Time: 7:00–8:00 p.m.