

# ST. JOSEPH SCHOOL PARENT SUPPORT GROUP MEETING MINUTES

September 19, 2017

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**PSG Present:** Jeff White, Laura Forbes, Pam Paulhus, Ingrid Uhrich, Dawn Thalheimer, Pamela Lovering, Chantal Staerkle, Ashley Pereira, Tara Volpatti

**PSG Absent:**

**Support Present:** Ms. M. Pedrette, Mrs. L. Fleck

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1. The meeting was called to order at 6:32pm.

2. Opening prayer by Ms. Pedrette.

3. ***Pam made a motion to accept the June 13, 2017 minutes. Dawn seconds the motion. All in favour. Motion carried.***

4. **Business arising from the Minutes**

-no business

5. ***Acceptance of Submitted Reports***

No Reports

6.1. ***President's Report: Jeff White***

Jeff made note of the open PSG positions – Social Committee, Council and Hospitality.

6.2. ***Vice President's Report: Pam Paulhus***

Cards for Kids off to a good start for the year! Goal is \$25,000 for the year.

Looking for volunteers at St. Pius and Corpus Christi. Sales not happening at ICC yet.

6.3. ***Treasurer's Report: Dawn Thalheimer***

➤ General Account @ \$16,278.79

➤ Colts Cafe @ \$5,016.56

➤ Gaming Account @ \$2,155.02

Thank you from Kelowna Women's Shelter for Shrove Tuesday donation.

Thank you cards from bursary recipients: Ashlyn Day and Monica Wattie.

**6.4. Secretary's Report: Laura Forbes**

No Report.

**6.5. Council Liaison:**

Position Still Open.

**6.6. Fundraising Coordinator's Report: Ashley Pereira**

Art Cards By Kids – cards went to teachers the 2<sup>nd</sup> day of school. Hoping to get them in for early bird discount - 50% off administration for early bird. Cards will be collected on Friday, Sept 29. Orders will be processed online.

Purdy's and Poinsettias will be happening again this year.  
Christmas Market will be held on Saturday Nov 18<sup>th</sup> at the school.

**6.7. Social Committee:**

Position still open.

Discussion around keeping the St. Patrick's Day Dance as a Grade 7 fundraiser.

**6.8. Public Relation's Liaison Report: Tara Volpatti**

No Report.

**6.9. Hospitality Coordinator Report: Ingrid Uhrich**

Welcome Tea was a success!

Would like a smaller coffee maker – 20 cups to be in the foyer for events, etc. Likely around \$100.

Coffee cups – we don't want to use Styrofoam cups. Biodegradable cups 1000 for approx. \$50. Laura to source from her corporate supplier.

Also trying to source ceramic mugs similar to the ones in the staff room.

***Dawn makes a motion to fund up to \$200 for a new PSG coffee maker. Ashley seconds the motion. All in favour. Motion passed.***

Discussion around creating a Banner for St. Joseph PSG. Event. Dawn will look into.  
Staff Breakfast date required. Usually held at the beginning of next week. Sept 28<sup>th</sup>

**6.10. Colt's Café Report: Chantal Staerkle**

Fridge has been ordered.

Colt's Café made a \$4,763.56 profit last year.

Ordering went smoothly this year, 155 orders. \$11,199 worth of orders.

Overrun with volunteers so far this year! Colts might look at increasing the amount of days offered.  
Maybe adding a Clubhouse lunch one day per week in the new year.

Grade 7 will continue to offer pizza one day a week as their fundraiser.

**6.11. Volunteer Coordinator Report: Pamela Lovering**

Hot lunch is full as far as volunteers.

Pamela has heard from 3 people interested in joining the PSG and a volunteer for St. Pius Cards for Kids.

#### **6.12. Principal Report: Mrs. L. Fleck**

School start up went well.

A lot of new families over the summer, at least 8 families enrolled in the last week.

The staff have all worked so very hard to get this school year off to such a great start!

Enrollment is currently at 283, there is still room in some classes.

Full Capacity is approximately 345 students.

#### **7. Business Arising from the Reports**

No Business.

#### **8. New Business**

Mrs. Mlikotic attended the meeting to request funding for the annual Student Retreat, costs shared with Immaculata High School and Our Lady of Lourdes. She requested approximately \$1500.00

***Ashley makes a motion to fund up to \$1500 for the Student Retreat. Chantal seconds the motion. All in favour. Motion passed.***

Mrs. Farr asked Ashley to speak to the PSG about the school newsletter. Anything that is to be included in the newsletter is to be sent in Word Format so the office can copy and paste as required.

Attachments must be approved by the office before they are sent out.

The newsletter will only be sent out every 2 weeks this year. Wed at 11am is the deadline for newsletter content, PSG should have all information to Tara by Monday of newsletter weeks.

Special Reminder emails – Mrs. Fleck will be developing a system.

Ashley asked Mrs. Fleck and Mrs. Pedrette about a system for getting forms returned by teachers. Consensus is a friendly reminder to hand in forms be sent.

PSG can ask the office to print out required forms, posters, etc.. The office must be given enough notice, at least 2 days.

Mrs. Fleck made a request on behalf of the Grades 6 & 7 volleyball teams, to enter various tournaments. Approximately \$400.00.

***Laura makes a motion to fund up to \$400 to enter various tournaments. Pamela seconds the motion. All in favour. Motion passed.***

Jeff received a phone call from Father Pat who is in Rutland now regarding a donation from the Knights of Columbus. Jeff will meet with them.

Chantal was in Chapters and was told about an opportunity/grant where Chapters awards 'stock ups' for school libraries. Discussion around recruiting a volunteer to look into it.

PSG meetings will now be held on the second Thursday of every month.

9. Next regular meeting date to be Thursday, Oct 12<sup>th</sup> at 6:30pm

10. Volunteer for opening prayer for the next meeting – Ingrid Urich

11. Ashley makes a motion to adjourn the meeting. Pamela seconds the motion.

**All are in favor. Motion carried.**

**Meeting adjourned at 8:01 pm.**