

St. Joseph's School
Parents Support Group Meeting
Record of Discussion
 Meeting Date: November 18th 2025

Facilitator: PSG	Location: Library	
Recorder: Tiffany Rumenovich	Start Time: 18:30	End Time: 20:32

Members Names	Position/Title	Attendance	Regrets
Hilary McIntyre	President	x	
Andrea Labouceur	Vice President	x	
Tiffany Rumenovich	Secretary	x	
Tiffany Campbell	Treasurer	x	
Glen Palahicky	Principal	x	
Elena Amos	Vice Principal	x	
Jenn Souter	Member at Large		x
Jen McEwan	Member at Large		x
Paula Schooley	Member at Large		x
Kate Pettem	Member at Large	x	
Cristina Campbell (Liaison)	LSC Liaison	x	
Guests, Presenters, Observers			
Johanna Osborne			

Tera Jensen			
Adrienne Grange			
Laura Van Dyk			

Item	Topic
1.0	Welcome Roll Call
2.0	Opening Prayer - Our Father lead by Hilary McIntyre
3.0	Minutes Approval 
4.0	Agenda
5.0	Standing Agenda Items
5.1	Executive reports: Thank you letter from learning support teacher expressing appreciation Request has been forwarded to LSC for approval
5.2	Treasurer: Budget report Tiffany Campbell: Current in general account: \$59,230 Gaming account: \$17,400
5.3	Secretary
6.0	Old Business
6.1	Halloween Howl: Andrea Labouceur/Tiffany Rumenovich: <ul style="list-style-type: none"> • Profit after expenses \$4,488

	<ul style="list-style-type: none"> • Ticket pre sales were success • New layout with entrance worked but created issues with kids safety • Tried a post event feedback and got little response but comments will be used for next year.
6.2	
7.0	New Business
7.1	<p>New Proposals:</p> <ul style="list-style-type: none"> • Executive members expressed concerns about making decisions on large sums ex. \$7000-\$10000 after only a brief discussion at one meeting. • Suggestion to establish a dollar threshold which the proposals will be presented at one meeting and voted in at the next meeting. • If there is an urgent deadline an email/virtual vote could be used • LSC representative noted the higher value proposals also require time on the LSC side, so would benefit both LSC and PSG • Members will vote on threshold in December meeting ex \$1000-\$5000
7.2	<p>Christmas Movie Night:</p> <ul style="list-style-type: none"> • “The Star” • December 5th in the gym • Doors open at 5:30pm and movie starts at 6pm • Popcorn and juice boxes
7.3	<p>Hot Lunch:</p> <ul style="list-style-type: none"> • Overall running smoothly • Large volunteer turnout for pizza day • Profit calculated in January
7.4	<p>Bake Sale</p> <p>1st Friday of every Month</p> <ul style="list-style-type: none"> • Grade 7: Oct profit \$277 • Grade 6: Nov profit \$283 • Grade 5: Dec 5th • Grade 4: Jan 9th • Grade 3: Feb 6th • Grade 2: Mar 6th • Grade 1: April 10th • Kindergarten: May 1st

7.5	<p>Used Uniforms:</p> <ul style="list-style-type: none"> • Profit \$1398
7.6	<p>Upcoming Fundraisers:</p> <p>Christmas mini photos:</p> <ul style="list-style-type: none"> • November 29th • 15mins mini sessions \$100 • Online booking and payment <p>Purdys:</p> <ul style="list-style-type: none"> • Campaign has closed • Orders will be distributed later in November • Profits will be reported at next meeting <p>Christmas concert front row</p> <ul style="list-style-type: none"> • Plan to action front row for afternoon and evening Christmas concert. • Carlos to set up <p>B&C foods (Winter)</p> <p>School wide 50/50 (TBD)</p> <p>Business directory</p> <ul style="list-style-type: none"> • Renewals have been sent out • Business pay \$200 to renew • Renewals expected December-January <p>Tiki Tiki funfair (Spring champion Krista)</p> <p>Passive fundraisers IE: co-op, flip give, Mable’s labels</p>
7.7	<p>Musical</p> <ul style="list-style-type: none"> • Musical this year is Lion King <p>Proposal for stage upgrades</p> <ul style="list-style-type: none"> • Front main curtains and valence • New rear white projector/special effects surface on tracks with protective storage system • Re-rigging and framing using existing black drapes as “legs” • Engineering review and certification, rigging hardware, installation labour, and equipment such as scaffolding

	<ul style="list-style-type: none"> • Stage upgrade could benefit musical, band, concerts, dance, assemblies, graduation and movie nights <p>Estimated cost</p> <ul style="list-style-type: none"> • Full package \$70,000 • Back portion with necessary rigging approx \$50,000-\$60,000 • Front curtain only approx \$16,000 • High output projector approx \$6,000 rental option \$500 • Lower cost temporary screen option approx \$4,000 <p>Concerns:</p> <ul style="list-style-type: none"> • Total cost of upgrade \$70,000 • Expenses over \$50,000 affection building/structure require bishop/diocesan approval in addition to LSC and principal • Questions around whether PSG is permitted to fund purposely <p>Outcome:</p> <ul style="list-style-type: none"> • Information only • No vote taken • Musical committee will provide past expense summaries and will work with LSC and administration to clarify approvals and possible phased options
7.8	Nutrition and Health: Anvita Will have a presentation at next meeting
7.9	
8.0	
8.1	
8.2	Adjournment: Meeting adjourned at 8:32pm
9.0	Next Meeting: December 9th @ 6:30pm

Approved Minute Distribution list	
	PSA Members

	School Secretary	
	Local School Council (LSC)	