

OLPH Parent Support Group

**AGENDA**

Date: Tuesday, November 6, 2023, Time: 6:30pm, OLPH Library

Call to order: **6:37pm**

Opening Prayer: **Mr. Arsenault**

Minutes recorded by: Liz

Attendees: **Kaylee, Josephine, Marion, Kate, Nicole, Bianca, Amanda. D, Amanda U, Liz and Brent**

Regrets: **Lindsay, Colette and Nikki**

Adoption of agenda: **Nicole and Bianca**

Adoption of minutes: **Amanda U and Amanda D**

Correspondence: Purdy's Campaign chocolates

**2 Boxes received from purdy's**

Principal's Report: Brent

**School Photos – new provider from Mountain West; happy so far 😊**

**Cross Country Runners did well; increased number of participants this year**

**Assembly and Mass led by Grade 6's**

**Chocolates Sales went well**

**Grades 4 and 7 have finished online FSA's; marking next week**

**Earthquake, lockdown and fire drills done this month**

**Living Rosary was well done**

**4 Volleyball teams**

**Remembrance Day Ceremony, Book Fair, Parent Teacher Interviews**

**4 classes have gone skating so far; more to come!**

Local School Committee Report: October meeting postponed

**Nothing – meeting Nov.21<sup>st</sup> possibly**

Financial report: Colette

- Balances: Gaming and general
  - **Gaming (50/50 and raffle tickets) – can only be spent very specific ways; ex: Can not use gaming for concession (anything that we sell)**
  - **Colette has compiled a list of eligible and prohibited gaming fund use lists**

- **School Grant last year - \$2,780 (money sent to the school from lotto money in BC)**
- **Opening Gaming balance: \$11,463.25**
- **Non-gaming: \$7,539.87**
- A few reminders from Colette
  - **If running an event, chairs can message Colette to get clarity on gaming vs non-gaming eligibility**
  - **Colette now has signing authority**

#### Event Committee Reports:

- Quick note about events, timelines, committees, chairs etc
  - **Tips for planning/chairing an event:**
    - **One chair with vision and all details, budget, etc...**
    - **Be prepared before meeting with planning committee**
    - **Not finished with event until finances are submitted, supplies are cleaned/returned, thank you cards, etc...**
    - **When a chair is outgoing, meeting with incoming chair to set expectations**
    - **New parent: role is to support and learn for the first year; once it's your event, can make changes, etc...**
    - **If you feel overwhelmed, please reach out;**
    - **No obligation, but you are committed once you volunteer**
    - **Remember our common goal is for the kids; put personal feelings aside...**
- Halloween Dance: October 29<sup>th</sup>
  - Fun had by all!
    - **Lots of fun and lots of people!!!**
  - Updates
    - **Spreadsheet to come...**
- Gala Fundraiser: Nov 4<sup>th</sup>
  - HUGE success!!!!
    - **\$11,000+ was raised from the event**
  - Updates
    - **Awesome time was had by all!**
    - **Food was great at Colombo Lodge – new traditions developing**
    - **Vision was community building and fundraising; we did both**

- **Lots of alumni attended the event; as well as parents, a few staff, St. Ann's staff and others**
- **Silent Auction - \$6820**
- **50/50 - \$567.50**
- **Grand Prize Draw - \$2020**
- **Cash Donations - \$590**
  
- **Purdy's Chocolate campaign:**
  - **Updates**
    - **Booklet coming this week**
    - **Dec. 3<sup>rd</sup> is cut off**
    - **Delivery is Dec 8<sup>th</sup> – 14<sup>th</sup>**
    - **Can people purchase who live out of town?? Is there a code to use in store and have proceeds go towards the school? – Amanda Upson will check on this**
  - **Volunteers for sorting**
    - **Nicole and Amanda are available to do this**
  
- **Santa Breakfast updates: Dec 9<sup>th</sup>**
  - **Updates**
    - **Sat. Dec 9<sup>th</sup> - 9:00-11:30**
    - **Santa is from the Mall - 9:00-10:30 he will be here**
    - **Amanda Upson is the new chair**
    - **\$10/Person**
    - **Goal is community building**
    - **280 tickets for sale**
    - **2 parking spots for raffle this year**
    - **Santa photos – Liz will be doing this**
    - **Option to sign up for Christmas Mini Photo Sessions possible at Santa Photos?**
    - **Food – KoC says no eggs last year; but there was – Amanda will be at the next meeting to talk to Dave and confirm menu!**
  - **Help needed?**
    - **Liz and Amanda will work on ticket form this week**

- Raffle:
  - need to get prizes to be ready for licensing first thing in the new year. Feb 5- Mar 11. Hoping to not have to use PSG \$ to purchase any prizes this year. Last year, we spent over \$3000....
    - **Colette running raffle**
    - **We need donations; do not want to spend PSG money to purchase prizes**
    - **By December PSG, we need to know what our raffle prizes will be**
    - **Ideas: Vancouver tickets/hotel/restaurant, Home Depot kitchen appliance, London Drugs electronics, alcohol prize package, Art Knapps; Blazers box**
    - **Liz can contact Home Depot; Marion will talk to Demetra re: London Drugs, Nicole will talk to Canadian Tire**
    - **Amanda needs to get a donation letter for raffle prizes**
    - **Colette is looking at opportunity to sell tickets; Blazers**

#### Unfinished Business:

- Tumbleweed Toys fundraising Program info
  - **Liz will confirm this...code or shopping night possibly?**
- \$200 gift to teachers, largely unused...
  - **Carol McGill used it for Come Read with Me for parents to learn how to read with kids**
  - **Amanda will send Kristi an email to remind teachers – to use \$200 by December 31<sup>st</sup>**

#### New Business:

##### Amanda – Cross Country jerseys

- **Is this something we can look into to purchase? Can be used with gaming funds**
- Looking into vendors for classroom furniture. If we can get some purchased soon from the gala funds, then we can hopefully get it in for kids to use this school year!
  - **Carol McGill looking into classroom furniture**
  - **Will research prices and suppliers**
  - **Shipping is expensive**
  - **Can look into doing one classroom at a time**
  - **Can it be from amazon or wayfair? Does it have to be from a regulated supplier?**
  - **Brent will look into suppliers/regulations and let Amanda De Marni know where we can look**
  - **Is there a grant for classroom furniture upgrades? – Amanda Upson**

- CWL Country Christmas Bazaar Dec 2<sup>nd</sup>
  - Raffle, tickets available at parish office or in pews on Sunday
  - They are looking for donations:
    - Baking, knitting, Granny's attic, Jewellery, Tea room (baked goods), and themed baskets
    - Should PSG make up a themed basket...
      - **PSG will put together a basket for this – Tea with PSG**
      - **Amanda will email PSG members to collect items for the basket; items due by Friday November 17<sup>th</sup> to office or to Liz to collect**
      - **Amanda will email CWL to let them know what we will be donating**

Closing prayer: Brent

Meeting Adjourned: 8:07pm

Next meeting: Tuesday, December 5th, 2023, 6:30 pm