

St. Ann's Academy Parent Support Group Meeting Minutes

saapsg1880@gmail.com

Date: **October 1 @** 6:30 pm at SAA AND Virtual

2025-2026 Executive	
Chairperson – Jessica Chardon	Treasurer – Anne Bruneau
Vice Chairperson - Jenna Munroe	PSG Rep for LSC – Amanda DeMarni
Secretary – Tara Nadalin	Elementary VP: Deanna Balison
Fundraising Organizer – Rosie Caputo	Volunteer Coordinator – Rosie Caputo

Attendees:

Jessica	Anne	Rosie	Liz C
Amanda D	Bryan N	Marion Putterill	Adrian
Stephanie F online on camera	Jenna		

Regrets: none

Adoption of agenda: Tara and Jenna

Adoption of last meeting minutes: Rosie, Jenna

Reports:

Administrative: Deanna please forward all correspondence to Deanna and she will filter to Kevin L as needed

Please update the St. Ann's website-PSG page with the following info:

1. We need Classroom Reps for Grades: K, 1, 5, 7, 9, 10, 12; parents to email saapsg1880@gmail.com to volunteer for this role (worth 10 PPP hours 20 if comes to all PSG meetings)

2. Under the heading "What is a PSG meeting like" there is a typo. Should be "baking" not "backing" discussed will change

3. Under the Fundraising heading please add the following information:

Spring Raffle: We are seeking donations from local businesses/parent businesses to use as prizes for our annual Spring Raffle 2026! Please contact saapsg1880@gmail.com to donate.

Annual Christmas Bazaar & Fun Day: We are seeking **three** parent volunteers to take LEAD ROLES in this year's Bazaar. Taking on one of these roles will fulfill ALL your PPP hours for the year! You will be supported to learn your new role by the existing Bazaar team. To take on one of these roles, you must commit to be available to attend bi-weekly ZOOM Bazaar planning meetings through October-November 2025 and to be present for the full day of the Bazaar (**November 29th, 2025**). **11 am vendors start then 12-3 the rest of bazaar continues**

The roles that need to be filled include:

-Volunteer Coordinator

-Vendor Coordinator **Jenna Munroe accepted**

-Games Coordinator

Please contact saapsg1880@gmail.com by October 8th to put your name forward.

Treasurer Update: Anne

General update-

Gaming account \$28, 711.49 plus gaming grant approved for 7, 520 total **\$36 231.49**

Non gaming account we have for the last 2 years not had a good starting point. Need to decide on a starting point with principal and then have our more consistent tracking moving forward. Best guess is we should have between \$5200 and 6000

Anne to propose to Kevin L the amount and once decision made go forward

LSC Update: Amanda

- Alumni homecoming afternoon function planned
- Currently we have 3 international students all doing well. Looking to continue this program
- Getting quote to have front doors locked with buzzer/intercom opening

- Received the feeding our future grant of \$19, 000 have requested it be increased to \$30,000 as it was last year
- Current enrollment at SAA 394 from 372 last year, saw an increase in high school students and still have room for more high school students

Old Business:

1. Spring Raffle (Jan-Feb 2026)

Planning:

- OLPH & St. Ann's have sent out requests to parents for donations
- Amanda, Anne, Jess: Update on prizes confirmed (spreadsheet) **All prizes to be in by Oct 20**
- Online set up, need to get this initiated **Amanda looking into in more detail regarding nonprofit organization and how that will work**
- Executives both OLPH and SAA PSG to meet **Oct 20 zoom and discuss final prizes (Jess to send out the zoom link and invite**
- Anne to have **gaming license in with final prizes by Oct 24**
- Incentives for top sellers (classrooms & individuals?) **decided will do by grades, TBD the incentives and prizes**

2. Bazaar Planning: Jess

- Nov 29th **Decided date 11 am vendors start then 12 everyone welcomed ends at 3 pm**
- 3 Coordinator Roles email to go out tonight- **Jess will send a note to Rosie for sending out to parents: also, being posted on the PSG page of the St. Ann's website. 3 roles to be assigned by Oct 8th.**
- Smaller Bazaar Working Group to meet asap; Oct 12 proposed meeting date

3. Fundraising (Purdy's and Columbo Cares): Rosie & Jess

- Purdy's
- Columbo Cares: **booked Oct 30**
- Mom's Pantry (commission structure up to 40%); orders come packed and labelled for easy distribution **tabled for further discussion**

4. Gaming Grant Update: Anne granted

New Business:

1. Grade 7 Graduation Scholarships: Amanda
 OLPH grade 7 are offered scholarship opportunities to continue their education in high school (must be catholic and good grades etc)
 Could SAAPSG do scholarships for grade 7 SAA to continue to high school? Thoughts of 3 \$500 scholarships. PSG could set requirements

2. Additions to the Agenda none

Next Meeting: November 5th @ 6:30 pm at St. Ann's Academy