



Meeting Minutes

**Attendees**

Philip Bruni (Principal of St. Boniface)	Amanda Dallosch, Teacher Rep	Cindy Michaelides, Fundraising Rep
Stephanie Sommerville (Co-Chair of St. Boniface CSAC from 2022-Current)	Laura Adam (Co-Chair St. Boniface CSAC Current)	Eryn Koncir, Treasurer

**Parents:**

Erin	Breanne Cuddington	
Reetu	Cassandra Lillie	
Lynda Grammenos (YMCA)	Jenna Beltrame	
Katie Hyslop		
Jeff Carruthers		

**Regrets:**

Aline Marques Kaehler	Meagan Tomas	Aimee Deriu
Cindy Michaelides, Fundraising Rep		

**Topic 1: Opening Prayer**

Led by Laura Adam

**Topic 2: Approval of Minutes & Agenda**

Led by Stephanie Sommerville

Reviewed the previous meeting Minutes with Philip and then sent to Voting members

Motion by Stephanie Sommerville & Laura Adam to Approve the minutes and agenda, Motion Carried by online voting

Motion Update: Approved for \$300 for 19 bus fees as well as the Christmas Pancake Lunch.

**Topic 3: New Items**

Led by Laura Adam:

- ❖ **Parking lot for new items:** if we spend longer amounts of time on a certain topic, going forward we will place it in a parking lot and come back to it at the next meeting.

## Topic 4: Treasurer's Report

Led by Eryn Koncir

Eryn reviewed the current status of the Treasury Report to advise where we stand currently:

- ❖ **Current budget:** there are no year to date expenses. The current budget numbers are in, this was calculated by looking at prior years and considering the increased number of students at the school this year. The bus and pancake breakfast are also already included in this year's budget. There are other expenses that are in the budget based on what was done years prior and there is opportunity for that to change. The fundraiser for Halloween 2025 is currently estimated between \$14,000-\$15,000 to date.
- ❖ **Factory shoe report-** There have been 79 cards used at the store. There is a current balance of \$220 remaining. Request from parent council for feedback on communication regarding the Factory Shoe Fundraiser. Currently there is information about this ongoing fundraiser on the bottom of an email on School Messenger, do we want to add another announcement? The Parent Council felt that the card going home with the progress reports is enough information regarding this Fundraiser and that there is no need for additional communication.

St. Boniface CSAC 2025/2026 FINANCIAL SUMMARY				
At October 27, 2025				
	PY ACTUAL	BUDGET	ACTUAL YTD	BUDGET +/-
<b>INCOME</b>				
FUNDRAISING	13,392	13,950	-	13,950
<b>EXPENSES</b>				
MILESTONES	1,085	1,150	-	1,150
STUDENTS	6,543	7,600	-	7,600
SCHOOL IMPROVEMENTS	2,299	2,500	-	2,500
SPECIAL INITIATIVES	970	1,350	-	1,350
FUNDRAISING	816	1,150	-	1,150
SCHOOL CULTURE	-	100	-	100
<b>TOTAL EXPENSES</b>	<b>11,712</b>	<b>13,850</b>	<b>-</b>	<b>13,850</b>
<b>NET INCOME</b>	<b>1,680</b>	<b>100</b>	<b>-</b>	<b>100</b>
<b>CASH FLOW</b>				
OPENING BALANCE	12,242	13,921	13,921	0
NET INCOME	1,680	100	-	100
<b>CLOSING BALANCE</b>	<b>13,921</b>	<b>14,021</b>	<b>13,921</b>	<b>100</b>
<b>GRANTS &amp; OTHER</b>				
	OPENING BAL	SPEND	CLOSING BAL	
GREENING	-		-	
PIC GRANT	4,000		4,000	
PLAYGROUND MAINTENANCE	1,631		1,631	
PRO GRANT	448		448	
<b>TOTAL</b>	<b>6,079</b>		<b>6,079</b>	
<b>TOTAL FUNDS AVAILABLE</b>			<b>20,000</b>	

## Topic 5: Takeaways from last Meeting updates

Led by Philip Bruni & Stephanie Sommerville

- ❖ Nutrition for learning menu was shared and no concerns/feedback from the Parent Council.
- ❖ Chromebook usage and usage and questionnaire: Mr Bruni followed up with Sarah the Librarian who is organizing the chrome books. Mr. Bruni explained that what had occurred was that there is a formula regarding how many chromebooks are dispersed among the classrooms. The formula is **one chromebook** for every **two students**. There are **14 chromebooks per classroom from Grades 1-8**. If a classroom is doing a one to one and

they would like additional chromebooks they can borrow from a counterpart ( there are an additional 14 chromebooks in the school if needed). The early years programming is shared among the other classes.

- ❖ Stem Challenge Build A Dream Playground happened back on May 8, 2025; follow-up
- ❖ The parking lot concern has the school board working with the township, and to date, there is uncertainty of what direction the parking concern will go as they do not want to share a plan until the start date for construction is known. No additional information to share today.
- ❖ Grade One and Two home reading program: council allocated \$500 to this last year. Currently the Grade One's are using the program, which is located on the second floor. Mr. Bruni to follow up with Grade Two classrooms to see how this program is going.

## Topic 7: Principal Report

Led by Philip Bruni

- ❖ **Construction/ground update:** Mr. Bruni is looking at plans that the school board is sharing and providing his feedback to them. Originally on the plans, there was no sidewalk carrying over as it was ending at the JK/SK enclosure, which will be corrected. Mr. Bruni is currently working on the three floors having extra rooms for storage and meeting rooms , and a possible second staff room (if possible) .
- ❖ **Remembrance Day:** There was an amazing turn out for the school mass, Iris and Father Peter were ecstatic! The gym was filled with students and parishioners, and the turn out was amazing. The Grade 2 and 3 teacher Cassandra and Megan's class will organize and run the upcoming Remembrance Day Liturgy. Notably, recess falls during this time, so the recess time will be adjusted for this liturgy. It will start at 10am after period one, with an aim to start the liturgy at 1045am. Mr. Bruni will add that to the School Messenger noting that parents are welcome to attend.
- ❖ **Advent Mass** is scheduled for December 12, Mr. Bruni will wait to hear from Father Peter at the November Student Council meeting for more information regarding that.
- ❖ **Christmas Update-** teachers brought forward the December Christmas Concert. Amanda is willing to assist with **JK- Grade three** and organize that. Mr. Bruni is scheduled to meet with everyone to discuss further, as caroling will be a bit different this year. The plan is to loop around the school and on the street and make it more of a parade for **Grades four- eight**. *Wondering if the parent council would support this event by providing hot chocolate at a meeting spot nearby?* Parents could join this parade and be on the property on the sidewalk and the students will learn how to march, no instruments, but want to see what we can try to get inspired with. Feedback from the staff suggested carolling, and Aaron is suggesting a different approach with the parade. Each class will have different songs, one class will walk around at different times so that the music will not clash. Feedback from Parent Council: positive from board members. Suggestion was that the Christmas Parade and Christmas Concert should not be scheduled on the same day. The second suggestion was to complete pancake breakfast on the same day of caroling. Request to have dates provided to council to start organizing volunteers for the pancake day.

## Topic 8: Proposed Expenditures

Led by Stephanie | Philip

- ❖ **Griddles:** The pancake lunch was short last year. Wondering about a proposal to buy two more griddles to add to the one we currently have? We could use Factory Shoe money or Halloween fundraiser money. Stephanie reached out to Home Hardware to see if they would donate, and will provide an update once she hears back.
- ❖ **Communion Gift:** There are 32 wooden cross leftover, there we do not need to budget that expense this year as there is enough to cover the number of students this year (**bi-annual budget item**).
- ❖ Note: Moving forward motions will be sent out by email to be voted on by voting members of council

## Topic 8: Fundraiser Updates

Led by Stephanie Sommerville

- ❖ Dance a thon update: Currently at \$14,000 raised so far, final number not in as of now, as well as expenses have not been removed yet. Jeff has tested the equipment and has the song suggestions ready to DJ, SAC team to decorate the gym this Thursday, along with Liz and Jenna to complete the balloon arch. We will get the arch out tomorrow, we have access to the facility at 5:30pm, Lynda from YMCA to help with us gaining access to the building. Treat bags, completed by the students. Every student will get a glow stick, even if they did not buy a bag. There will be two sessions, three in the afternoon, two in the morning for the Dance A Thon. Volunteers for the day are at a total of 6. Anyone that is interested in volunteering for the day, please reach out to Stephanie. Announcing winners over the PA system– from a staff perspective, Amanda feels it is not the greatest for kids to sit that long, and from an equity point of view, regarding ticket numbers and kids feeling left out. Historically names were pulled in the morning, and then the winners names were added in a google doc. Then at lunch, the prizes were organized and someone would run them up to the classrooms. From there it was at the teachers discretion to hand them out. Currently at 68 prizes, which indicates that over 1 out of 7 kids could potentially win a gift, (only 1 name drawn as a winner allowed per one child to ensure it is fair for all). During the morning session, Mr. Bruni will do the draw and Laura and Stepahnie will record the names of the winners. Mr. Bruni will add a photo of all the 68 raffle gifts to the messenger, and will not announce the winners over the PA. If there are two new prizes that may come in tomorrow, they will take all ballots and draw if unable to place them out in time for the students to place tickets in. No drinking boxes to come to the gym, Mrs Dallosch and Mr. Bruni will let teachers know.

## Topic 9: Parish Updates

- ❖ The 10th annual card fundraiser is still running at the Parish.
- ❖ The recent children liturgy had six kids present and the next one November 16th will add to school messenger as a reminder.

## Topic 9: Community Updates

- ❖ Township of Woolwich
  - Recreation & Community Services Fair: November 12th, 5–7 p.m. at the Woolwich Memorial Centre (Elmira).
  - Grow Your Workforce Conference: November 20th.
- ❖ A Magical Christmas: November 22nd.

## Topic 10: YMCA

- YMCA of the Three Rivers licensed with the Ministry, Lynda Supervisor of the Program present today and will join the Parent Council for consecutive meetings. A little about the YMCA, the Program starts little ones from the age of 3 months all the way to JK. There is also the before and after school program which historically the school and YMCA would do together, but now just the YMCA as a third party provider takes care of all before and after programming. Some families are currently on the wait list now for before and after school. For the daycare component it is about 2-3 years wait list for child care at the YMCA. Working alongside a team of 23 coming up to potentially 25/26 staff. *Lynda mentioned that she will have some team members from the YMCA that would like to volunteer, and she will add some inclusion in advertising for the YMCA.*
- **Sponsor for the yearbook:** will start in Jan '26:

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## Topic 8: Meeting Adjournment

Currently the remaining meetings for the council this year are tentatively planned for the following Tuesday at 6:00pm

October 28	November 25	December TBD	January 27
February 24	April 28	June TBD	