

**ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL  
CATHOLIC SCHOOL COUNCIL MEETING MINUTES  
Monday, October 20, 2025 | 5:30 pm**

**In Attendance:** Sarah Towns, Kim Fletcher, Michelle Towns, Shawna Monroe, Rita Moloney, Kerri Riel

**Regrets:** Sarah Sullivan-Berardi, Fr. Randy, Nicole Sullivan

**Minutes Recorded:** Michelle Towns

**A. Call to Order:** @ 5:35

1. **Welcome/Introductions** | Kim Fletcher
2. **Land Acknowledgment & Opening Prayer** | Kim Fletcher
3. **Declaration of Conflict of Interest**
4. **Approval of minutes from the previous meeting** – [September 22<sup>nd</sup>](#)

**MOTION # 7:** to approve Council Minutes, made by Shawna Monroe Seconded by Rita Moloney, All in Favour-Carried

**B. Presentation - No Presentations Planned**

**C. Information Items**

1. **Student Advisory Council Updates**
2. [Principal's report](#) | Kim Fletcher
  
3. **Parish Report/Update** | not at this time
  
4. **Chairperson's Report** | Sarah Towns
  
5. **Treasurer's Report** | Kerri Riel
  - SC Craft Sale \$0.00
  - SC Fresh From the Farm \$0.00
  - SC Fundraising Balance \$0
  - SC General Account Balance \$5072.32
  - SC Milk Program Account \$0.00
  - SC Pathway for Kids Balance \$500.00
  - SC Playground (New Account) \$1206.47

- **SC Pro Grant 2024 \$94.66 (This will go towards the appointment booking program for interviews. Motion approved previous meeting.)**
- **Sports Equipment: \$33.58**
- **SC St. Joseph Lottery Account: \$1712.46**

**Motion #8:** Motion to accept the treasurer's reports. Motion made by Sarah Towns, Seconded by Michelle Towns.

## **D. Discussion Items**

### **1. Christmas Craft Sale**

**Poster |** Michelle will share with church for bulletin, Carmella's email list

-Gr. 8s will help with set up

\*\*Kim will have Elizabeth print and send home letter to O/Y with a check list of ways families can volunteer to help for Craft Sale; Donation for Raffle Room, Volunteer Time, Tea Room Treats.

### **2. Once around the table**

**Recycle Sale:** Wednesday, December 17th

-week leading up to break

-look for donations of gently used items as well as gift bags, wrapping paper, etc.

\*\*Kim will ask Elizabeth about prior communication for sale

**Motion #8:** Motion made to purchase lunch items for vendors and tea/coffee/cream for Tea Room for Craft Sale, up to \$250. Out of Craft sale Account. Motion made by Kerri Riel, seconded by Shawna Munroe.

All in favour-carried.

**Motion #9:** Motion made to get a \$300 float for the Craft Sale. Out of Craft Sale Account. Motion made by Kerri Riel, seconded by Shawna Munroe.

## **E. Closing**

### **1. Shout-outs and thank you from Catholic School Council**

## **Parent Council Meetings 2025-26**

**November 24, 2025**

**February 9, 2026**

**April 20, 2026**

**May 25, 2026**

**All Meetings begin at 5:30 pm**

### **3. Closing Prayer – Kim**

**F. Adjournment: Motion #10:** to adjourn meeting @6:17 pm made by Sarah Towns, seconded by Shawna Munroe.

All in Favour-Carried