

St. Benedict Catholic School Council – Monthly meeting
Meeting Minutes
March 31st, 2026

Time: 7:00pm to 7:57pm

Location: Google Meet online meeting

Attendees:

Full name	Position	Present/Regrets
Ronda Eddy	Principal	Present
Humera Faisal	Chair	Present
Nadia Saranghi	Co-Chair / Vice-Chair	Present
Kim McGee	Treasurer	Present
Stephanie Udeh	CSPA Representative	Present
Mariane B. M. Carvalho	Parish Representative	Present
Dawn Dimowo	Communications Representative	Present
Schesmila Annie (Mila) Thiesen	Communications Representative	Regrets
Iris Cao	Secretary	Regrets
Stacey Cameron	Staff Representative	Present
Tola Otujo	Staff Representative	Regrets
Alexander MacDonell	Staff Representative	Regrets
Cathleen Wansa	Parent Member-at-Large	Present
Lucy Sangani	Parent Member-at-Large	Present

I. Call to order

Principal Ronda Eddy called the St. Benedict Catholic School Council meeting to order at 7:04pm.

II. Prayer

Principal Ronda Eddy leads prayer.

III. Principal's update

School is just back from the March break and will be celebrating Stations of the Cross from Wednesday, April 1. Due to the large student body, parents cannot be invited.

There are now more bylaw officers in front of the school. Recent safety incidents resulting in the death of a crossing guard and a child being injured at St. Juan Diego School have increased pressure to ensure students are safe. Parents will continuously be reminded about the importance of safety and parking a block away. Police will be coming in unmarked vehicles and monitoring against 3-point turns and U-turns.

IV. Adoption of minutes of the last meeting

- **MOTION #10** – Treasurer Kim M. moved for the minutes of the last meeting to be adopted. Supported by Parish Representative Mariane C.
 - Seconded. **Motion carries.**

V. Acceptance of Agenda

- **MOTION #11** – Chair moved to approve the agenda for today’s meeting. Supported by Vice-Chair Nadia S. and Mariane C.
 - Seconded. **Motion carries.**

VI. Treasurer’s Report

As at March 31, 2026, the total funds available is \$ 4,719.46. See below for summary:

Scotiabank account balance	\$ 3,155.46
School Cash Online (SCO) Council account balance	\$ 1,564.00
Total funds available	\$ 4,719.46

The Principal thanked the Council for the \$4,000 provided to purchase items on the school wish list. Items not covered by Council funds came out of the school budget, and the school was able to buy everything on the wish list, including toys for kindergarten. Teachers are incredibly grateful for this support as they often put a lot of their own money into their classrooms.

VII. Communications Report

Communications representative Dawn D. gave the report. Information is posted on social channels as needed. Information regarding the upcoming STEM Night has been posted twice and will be posted at least one more time following the extension of the registration deadline.

VIII. CSPA Report

CSPA representative Stephanie U. will be providing a report at the next Council meeting. Chair Humera F. reminded the Council of the upcoming CSPA event (Volunteers Appreciation event) and suggested carpooling for the four members of the Council that had signed up to attend.

IX. Parish Report

Grade 4 teachers will be sending out Bible ceremony information. Father Kevin now comes into school regularly and each time it is a great opportunity for the students to talk to him and ask questions; he has a sign-up sheet for students that wish to speak with him. He is in his element as a former high school chemistry teacher. Parish representative Mariane C. volunteered to help if needed.

X. Updates

a. Valentine’s Dance – Spread Kindness like Confetti

- The wings of kindness and photobooth additions were well received. Teachers working with the Council helped bring the event to life. The Chair thanked the Council sub-committee for their input and efforts to make the event a success, noting the new dance lights were a great investment.

b. Hot Lunches

- Lunches are underway for the last few weeks of the school year (12 sessions from March 31 to June 16).

c. School Wish List

- Successful collaboration between the school and the Council. All items on the wish list were purchased.

d. PRO Grant / CSPA Event

- The CSPA grant-funded event – **St. Benedict Family STEM Night: A Mad Science Experience** – is scheduled for Thursday, April 16, with 150 registrations currently.

- Council members who have registered will be assigned to lead different groups and coordinate movements to different classrooms for each activity.

e. Staff Appreciation Lunch

- The Staff Appreciation Lunch is planned for Wednesday, May 13. The sub-committee (Humera F., Kim M., and Stephanie U.) is making the arrangements.
- The Baker is sponsoring pies for staff, and an additional \$600 is planned for catering.
- **MOTION #12** – To approve \$600 for catering for the Staff Appreciation Lunch
 - At least 6 out of 11 votes in favour. **Motion carries.**

XI. Unfinished business

a. Year-End School Carnival

- The new date for the carnival is June 17. There is a need to reschedule the fire truck for the new date.
- Confirmed food trucks: Lou Fast Food and Kona Ice & Donut. Two more food trucks are needed. Falafel on Wheels and Pizza All'Antica are available; however, Falafel on Wheels requested confirmation they will sell up to 130 meals. Since this cannot be guaranteed, there is a need to find another vendor.
 - **Action Item #13: Find 2 additional food vendors for the year-end school carnival**
- *Follow-up to action item #8 from January 13th meeting (Inflatables):*
 - Confirmed the deposit is valid for 360 days with no penalty for cancellations or reschedules. The vendors are proactive and will get in touch to reschedule if adverse weather conditions are forecasted.
 - Action Item #8 - **CLOSED**
- All OCSB contractual, insurance, and safety guidelines have been met.
- Little Ray Reptile show and a magic show have been included for entertainment. Duration: 1hr
- **MOTION #13** – Ticket pricing for the carnival: \$10 base price per family, with \$5 increments for each additional child. At the door, tickets will be \$15 with \$5 increments per additional child.
 - 6 out of 11 votes in favour. **Motion carries.**
- Carnival sub-committee: Humera, Nadia, Kim, Mariane, Stephanie, Dawn, Lucy.

XII. Next Meeting

The next meeting will be on May 12, before the Staff Appreciation Lunch on May 13.

Adjournment

The meeting was adjourned at 7:57pm.

Meeting minutes taken by Dawn Dimowo. Reviewed and submitted by Iris Cao on May 11, 2026

APPENDIX I: Action Item Status

Action Item	Description	Date Opened	Status
#1	Cathleen to research as Mad Radish as a potential lunch option	September 9, 2025	CLOSED ¹
#2	Cathleen to research Freshii as a potential lunch option	September 9, 2025	CLOSED ¹
#3	Parents / council members to think of other options for hot lunches	September 9, 2025	CLOSED ¹
#4	Parents / council members to determine event date and high-level details for Halloween event by October meeting	September 9, 2025	CLOSED
#5	Parents / council members to brainstorm year-end event ideas	September 9, 2025	CLOSED
#6	Determine if Mad Radish can guarantee no common allergies (e.g. nuts) in the bowls. If so, consider circulating this option to parents to gauge interest.	September 30, 2025	CLOSED ¹
#7	There will be sign-up form that will be circulated for those interested in decorating for the event	September 30, 2025	CLOSED
#8	Humera F. to obtain written confirmation from the inflatable vendor that the deposit is transferable if the event is cancelled, and the required notice period.	January 13, 2026	CLOSED
#9	Get quotes for T-shirts. Voting to take place at the March meeting.	January 13, 2026	CLOSED ²
#10	Budget of Movie Night and Bake Sale to be determined at a future meeting.	January 13, 2026	CLOSED ³
#11	Follow up on approval for Mad Science Family STEM Night	January 13, 2026	CLOSED ⁴
#12	Principal Ronda Eddy to gather a wish list from staff for remaining budget so the council can approve it promptly	January 13, 2026	CLOSED ⁵
#13	Find 2 additional food vendors for the year-end school carnival	March 31, 2026	OPEN

¹ Closed via virtual vote conducted between November 17 and November 21, 2025, inclusive. Council voted to continue Pies (The Baker)

² Closed as a virtual vote was conducted between February 25 and February 27, 2026 to vote in favour of allocating 1,305.15 for the grade 6 graduation T-shirts. 11 out of 11 votes in favour.

³ Closed as the event was cancelled. On March 2, 2026 a decision was made to replace the movie night / bake sale with the Mad Science PRO-Grant event.

⁴ Closed as PRO-Grant event "Mad Science Family STEM Night" approval confirmed on January 28, 2026

⁵ Closed as wish list compiled for virtual vote conducted between February 25 and February 27, 2026, inclusive.