

**PARISH EDUCATION COMMITTEE (“PEC”)**  
MINUTES OF A MEETING held on June 26, 2019 at 6:00 pm

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Present:

Ana-Maria Hobrough (“AH”)  
Marian McDermott (“MM”)  
Kristen Kurnicki (“KK”)  
Sean Greenhalgh (“SG”)  
Kathy Johnson (“KJ”)  
Karen Carteri (“KC”)  
Fr. Miguel Segura (“MS”)  
Jarrett Morrison (“JM”)  
Alaine Maxwell (“AM”)  
Sasja Monahan (“SM”)

Phone: Adam James (“AJ”)

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1. Adoption of Agenda
  - (a) SG motion, AH seconded
2. Minutes for Approval: May 30, 2019
  - (a) Change SG to MS in reference to pastor on reports
  - (b) SG motion, AH seconded
3. Updates
  - (a) Pastor (MS)
    - Parents approaching about first communion asking why there are Saturday sessions weekly. Discussion about various other options
    - Festival of St. Jean Baptiste was excellent, \$8000 raised
  - (b) Principal (MM)
    - 204 students enrolled, 2 more coming in the fall
    - Appreciation for the PEC, one of the most engaged and supportive
    - All staff are confirmed
    - After school care is fully enrolled for fall, 11 on waitlist

- (c) Chair (AH)
  - No update
- (d) Finance (SG)
  - Draft budget accepted by CISVA
    - With new students, our surplus will be higher
- (e) Building and Maintenance (AJ)
  - Have half of seismic RFP done
  - We have sent the letter to the archdiocese saying we have a process underway
  - The asbestos contractor is coming over the summer
  - There is some issue with the water meter and AJ is looking into it
  - Gym heater and some lights will need to be fixed in the gym
  - A list of maintenance items will be made for completion over the summer

4. Committee Reports

- (a) Seismic Upgrade Planning Committee (AH and AJ)
  - AH report that SG meet with CISVA and diocese representative about fundraising options. Debt financing could be up to 50% after other 50% is raised. Talked about debenture program.
  - Spoke about preschool and daycare as a source of revenue. Parish preschools can be run by school for the benefit of the parish and the school. Could possibly use a prefab for a preschool/childcare and there is a significant initiative from government to fund childcare. There is also a possibility for an international exchange program that could raise funds. Many ideas to be explored in coming weeks.

5. 2019-2020 School Calendar (MM) – still in draft

6. Summer maintenance, reviewed in update above

**ITEMS FOR DISCUSSION**

7. Walkathon Funds

- SG summarized that in past, 50% for school improvements, 30% toward rainy day, 20% toward helping fund Quebec
- MM suggests funding of a technology plan
- AH suggests a portion toward seismic
- AJ Motion that walkathon funds be allocated 50% to classroom enhancement including technology enhancements and improvement and the other half toward safety of the school/seismic upgrade, SG seconded

8. Maintenance (AJ)

- Donal is leaving
- AJ Motion to bring in outside service provider at \$3500/mth for 12 months to clean the interior of the buildings
  - Manuel will take care of exterior maintenance tasks
- AJ motion, KC seconded

**PROPOSED NEXT MEETING: August 29, 2019 around 6:00 pm**

**MEETING ADJOURNED at 6:30 pm**