

PARISH EDUCATION COMMITTEE (“PEC”)
MINUTES OF A MEETING held on August 29, 2019 at 6:00 pm

Present:

Fr. Miguel Segura (“MS”)
Sean Greenhalgh (“SG”)
Adam James (“AJ”)
Ana-Maria Hobrough (“AH”)
Sasja Monahan (“SM”)
Alaine Mazwell (“AM”)
Kathy Johnson (“KJ”)
Reine Mykyte (“RM”)

1. Adoption of Agenda– add three additional items, motion by SG, seconded by AJ
 - (a) Strategic plan
 - (b) Feedback on internet
 - (c) Welcome BBQ
2. Minutes for Approval: June 26, 2019 – defer to next meeting
3. Updates
 - (a) Pastor (MS)
 - (i) Dates for classes
 - September 16th – Confirmation, 2:15 to 3:30
 - September 21st – First Communion and Confirmation
 - (ii) Dates for events
 - First communion – June 7th at 3pm
 - Confirmation – May 31st at 3pm
 - (b) Principal (RM)
 - (i) Feedback on internet
 - Next step is to develop full technology plan

- RM to work with volunteer group to come up with plan
 - AH to connect with potential volunteer parents and send names to RM
 - RM to connect with other principals to get feedback on current solutions and providers
 - Tosar to provide short term software support; Jenny can help with website updates
- (ii) Welcome BBQ, Sept 12th
- Flow of events: BBQ, meet in Church, meet the teachers in the class
 - Jenny can provide details on logistics last year
 - Include in parent volunteer option
 - AH to circulate agenda
- (c) Chair (AH) – no updates
- (d) Finance (SG)
- (i) Balance sheet and 2018/2019 school year finances
- (ii) Overall \$330K in savings, very successful
- (e) Building & Infrastructure (AJ and AH)
- (i) RM met with new janitorial group, they will be working out of school hours between 4pm – 6am (RM)
- (ii) Seismic RFP written, 3-week RFP process, include volunteer parents in RFP selection (AJ)
- (f) School Representative (KJ)
- (i) QC trip, 17/26 signed up, 1 cited cost as reason not to go
4. Committee Reports
- (a) Nomination committee (KC) – no update
- (b) Seismic upgrade (AJ) – see above
5. School Calendar (“RM”)
- (a) School calendar is on the website

- (b) PEC meeting calendar
 - (i) 4th Thursday of every month in Church library
 - (ii) March and December dates TBD
 - (iii) Next meeting on Sept 26th
- 6. Parent meetings (AH)
 - (a) Sept (welcome back BBQ), Nov, March, End of year
- 7. Strategic Plan (AH)
 - (a) Start action plan in Jan 2020
 - (b) AH and RM to start discussions and come back to PEC in the fall
- 8. St Francis of Assisi event, “Blessing of the Animals” on Oct 4th
- 9. Motion to close by AH, seconded by AJ

PROPOSED NEXT MEETING: September 26, 2019 around 6:00 pm

MEETING ADJOURNED at 8:00 pm