

PARISH EDUCATION COMMITTEE

MINUTES OF MEETING held on September 24, 2020 at 6:00pm

Present:

1. Ana-Maria Hobrough (“AH”)
2. Alaine Maxwell (“AM”)
3. Sean Greenhalgh (“SG”)
4. Karen Carteri (“KC”)
5. Fr. Miguel Segura (“MS”)
6. Reine Mykyte (“RM”)
7. Kathy Johnson (“KJ”)
8. Adam James (“AJ”)

Guests: Ami Sayal, Brian Duong, Gabriela Orteiza

A. Adoption of Agenda

1. AM motion to adopt, SG seconded

B. Minutes of May and June 2020 Meetings

1. SG Motion to approve, AM seconded

C. Updates

1. Pastor (MS)

- (a) First Communion and confirmation preparation will be in-class for ESS children
 - (i) For other children of the parish, preparation will be by Zoom and in person, attending every 2 weeks.
 - (ii) Dates and processes for sacraments and celebrations this coming year 2021 will be similar to last year
- (b) Masses are still by reservation
- (c) Planning for Christmas & Ash Wednesday

2. Principal’s Report (RM)

- (a) Front park and entrance repair and maintenance on north side of the school is done and has been blessed

- (b) We have launched the walkathon with parents, and will launch with students tomorrow after mass
 - (c) We will bring back online rosary meetings
 - (d) After school club running well
 - (e) Looking at a new communication tool, the Remind App, Wi-Fi and other tech updates in process
 - (f) Back to school plan and implementation has been very good
 - (g) KC Question re: plan for COVID absences of staff
 - (i) RM – Strong line up of internal people who could step in in the event of COVID absences
3. Chair (AH) – No update
4. Finance (SG)
- (a) We have increased our staff, which has increased fixed expenses of \$22,000
 - (b) We budgeted surplus of \$3,000
 - (c) Budgeted 200 children, have 193 (b/c of COVID-homeschooling)
 - (d) Budget will be prepared and revised accordingly for next meeting.
 - (e) KC proposed a line item for building renewal, put \$450K from unrestricted fund to that line item. Then set fundraising goals for this year
5. Building & Infrastructure (RM)
- (a) Fixed grade 1 sinks
 - (b) Roof in library started leaking
 - (i) Need to find roofer
 - (c) Still looking at options for front area to the south of entrance, to be discussed under items for discussion.
6. School Rep (KJ)
- (a) Cohorts are working well, washroom discipline is working well
 - (b) Request for PEC to consider alternating head teacher attendance and KJ attendance as school rep at PEC meetings.

D. Committees Updates

1. Seismic (AJ)
 - (a) 2 proposals received, agreed to try get the 3rd in advance of next meeting
2. Nominations (KC)
 - (a) 3 elected positions by acclamation, SG to be appointed be appointed, one nominee to fill vacancy created by former PEC member who resigned as of June 30, 2020 in the middle of 2 year term. Transition at next meeting.

E. Items for Discussion

1. RM outlined proposals and estimates and timing for ground cover renewal and landscaping south of the entrance in front of the school, AJ will review quotes and will make a recommendation as to which to pursue.
2. RM raised issue of rights to access of field in the back of the school. SG raised discussion about process to confirm rights to access to that area. SG and MS will coordinate to confirm rights to access writing.
3. RM update re school apparel online store – SG noticed strange logo'ing and RM has followed up to correct it.

Next Meeting: Tuesday October 20, 2020 at 6pm

Meeting Adjourned at 7:30 pm.