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# ESS PEC MINUTES

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Location: Blessed Sacrament Church Library  
Date: January 24, 2018  
Time: 6:15-7:10pm

Attendees: Fr. Miguel  
Roy Gordon  
Jasmine Wilde  
Carolyn Sussey  
Mark Aleong  
Jenny Boivin  
Kirsten Kurnicki

Absentees: Lorelei Holm  
Kamila Arroyo

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## Agenda details:

I. Welcome: Opening Prayer and Reflections – Faith Development/Care For Everyone in Our Common Home, Session 5 “Joy and Peace”

II. APPROVAL OF AGENDA

***All PEC members in attendance approved the agenda with some points to be deferred until the next meeting due to time restrictions.***

III. ADOPTION OF MINUTES

***All PEC members in attendance moved to adopt the minutes from December 20, 2017***

IV. ON-GOING BUSINESS

- a. New Family Applicant Meetings (January 15-31) - ***Deferred***
- b. Before School Care for next year (7:30-8:30am) - ***Deferred***
- c. Quebec Trip for 2018 – ***Deferred***
- d. Chrome Book Purchases

***Action:*** Kamila to email quote for PEC members to approve as the money allocated for this purchase has already been approved and accounted for. She will then send the quote to Lorelei to complete the purchase.

## V. NEW BUSINESS

### a. Tuition Fees for 2018-19

- In order to comply with CISVA policy, the tuition structure still needs to be set to reflect the minimum requirement of monthly school fees, with consideration of raising our First Child fee from \$265 to \$275 per month for the upcoming 2018-19 school year. This information will be passed on to the parents at the re-registration meeting and also in the re-registration packages.

***Carolyn moved to approve the motion, Kirsten seconded it. All in approval***

### b. 5 Year Review and Plan for School Maintenance

- CISVA policy requires that a professional engineer do a thorough examination and evaluation of the school structure for future planning and maintenance, particularly within the next 5 years. This will also need to feed into our budget and will require some strategic planning ideas about the funding model.
- The archdiocese has plans for a new school in the future and there is architectural plans already drawn up. The anticipated amount for such a project is approximately 16 million dollars.
- Seismic upgrades are needed.

***Action:*** Roy to email the rest of the PEC with the estimate for the seismic upgrade to our school, and Mark to produce a complete 5-year maintenance plan for budgeting purposes.

### c. Elections for 2018-19 PEC

- As of January 2018, “Regional” schools will allow for representation on an Education Committee to allow those parents who are registered at a parish other than the parish at which their children attend school, to participate on. As a result, ESS school is allowed to elect two parents from outside our parish committee. Therefore, there needs to be a decision as to which appointed and elected members will step down for possible re-election in May.

***Action:*** At the next PEC meeting 1 appointed and 2 elected members will need to step down in order to keep a healthy rotation of PEC members.

### d. Parent Support Group – Election (Jasmine Wilde)

- It is the liaison between the school and the BC Gaming Commission; it is how we get our BC Gaming Grant, which is about \$5000/year. We need to elect 3 officers (parents) to be a part of this Parent Support Group. It was proposed that the election for these seats be held at the student led conference on

March 8<sup>th</sup>. This date would also be used to send out our re-registration package.

## VI. REPORTS

a. Pastor – Father Miguel

The Archbishop will be presiding over the Rite of Confirmation during Pentecost: Sunday, May 20<sup>th</sup> at 3pm.

The First Communion for the grade 2 class will take place June 3<sup>rd</sup> at 3pm.

b. Parent Participation Coordinator – Jasmine Wilde

There is still the concern that there is no male chaperone for the Quebec trip 2018 as there are 2 male students attending the trip. Lorelei has already been approached about this situation, but no resolve.

c. All other reports have been deferred until the next PEC meeting due to time restrictions.

## VII. CLOSING PRAYER

Fr. Miguel ended the meeting with a prayer.

***Carolyn passed the motion to adjourn the meeting, Jenny seconded it. All were in favour. Meeting adjourned at 7:10pm.***

Next meeting will be held at 5pm either on February 21<sup>st</sup> or 22<sup>nd</sup>, depending on Kirsten's availability. TBA