

**PARISH EDUCATION COMMITTEE (“PEC”)**  
MINUTES OF A MEETING held on April 25, 2019 at 6:30 pm

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Present:

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

Phone: Adam James (“AJ”)

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1. Adoption of Agenda
  - (a) KK motion, SG seconded
2. Minutes for Approval: March 14, 2019
  - (a) KK motion, AJ seconded
3. Updates
  - (a) Pastor (MS)
    - Chantal Caesar passed away – want to acknowledge her. She was very involved in the school, on PEC and in other ways
    - We had seven Easter baptisms
  - (b) Principal (MM)
    - Theme for 2019-2020 is “I can do all things through Christ”
    - Grandparents tea coming up, Earthquake readiness coming up, Teacher Appreciation lunch on May 8.
    - Track and Field well underway will parent coaches helping and excellent.
    - Windows were washed and minor repairs to playground at spring break. Various maintenance work planned for summer.

(c) Chair (AM)

- Tuition question raised after parent meeting was resolved

(d) Finance (SG)

- Projecting to spend \$182,880 less than budgeted
  - Question whether we should be spending, perhaps in instructional items
  - MM will consider at May 10 teacher planning day
- Draft 2019-2020 budget will be ready for end of May 2019

(e) Building and Maintenance (AJ)

- Fire inspection report received – need to replace fire panel because of one light not working: assembling quotes
- Checking with Donal and Manuel about summer maintenance plans. MM will get quotes for new bark mulch, which is needed for BIG Toy area. It can be paid for from existing budget. To be done potentially May long weekend.
- SG also suggests looking at something to reduce slippery wood borders
- Asbestos removal will be done first week of summer. The contractor was engaged for spring break but became unavailable.

4. Committee Reports

(a) Strategic Planning (AM)

- Survey has been issued, the committee will be delivering draft plan by Friday, May 10 for teacher planning day
- Draft plan will be available for May PEC meeting, goal to be approved for July 1

(b) Seismic Upgrade and Planning Committee (AM)

- AM and AJ will meet to move this forward

(c) Nominations (KC)

- Nomination packages going out on Friday, April 26 and at mass on Sunday, April 28. Election – Sunday, May 26

- List of eligible voters being assembled by MM

### **ITEMS FOR DISCUSSION**

5. Seismic upgrade project committee (AM) – report next meeting
6. Principal Onboarding Plan (AM)
  - (a) New principal will attend staff planning on May 10
  - (b) AM will host potluck afterward for PEC to meet new principal
7. Quebec Trip Alternatives (JM)
  - (a) Experiences Canada, YMCA Canada Exchange, Sports Friendship Exchange Program all offer exchange programs
    - Minimum groups of 10 up to 30
    - These programs fund transportation costs (air fare)
    - Programs will help match with host community – costs are minimal
    - All local events, transport and accommodation funded by students
    - To be investigated further for potential new format in 2021. Likely stay with same tour format in 2020, to be confirmed at May meeting so that KJ can organize.
  - (b) KJ – spoke to EF about reducing tour costs. The cost could be \$2,200 rather than \$2,500 this year
  - (c) KJ will send a recommendation for the group about a trip for next year, for discussion at next PEC meeting
  - (d) KC to call CPPF and Heritage Canada about the grants
8. Budget (SG)
  - (a) Need final breakdown of categories and number of students for 2019/2020 for budget, to be presented at May meeting.

**NEXT MEETING: Thursday, May 30, 2019 at 6:30 pm**

**MEETING ADJOURNED at 7:45 pm**