

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

Present:

Fr. Miguel Segura (“MS”)
Adam James (“AJ”)
Ana-Maria Hobrough (“AH”)
Alaine Maxwell (“AM”)
Kathy Johnson (“KJ”)
Reine Mykyte (“RM”)

Absent:

Sean Greenhalgh (“SG”)
Sasja Monahan (“SM”)

1. Adoption of Agenda (AM)

(a) Revisions to reference to prior meetings - June 13, 2019 should be amended to June 26, 2019.

(b) Carpet estimates to be discussed under Maintenance.

AC Motion to adopt agenda as amended; AJ seconded.

2. Approval of Minutes (AM)

(a) June 26, 2019 Minutes - approved.

AC moved; AJ seconded

(b) August 29, 2019 Minutes - approved.

AC moved; AM seconded

3. Reports

(a) Pastor (SG)

(i) Confirmation classes on Mondays or Saturday. First Communion classes on Saturdays.

(ii) For Walkathon, Father Miguel offered a prize of paella for winning family

(iii) Blessing of the animals - Friday, October 4, 2019

1. School and Parish Function, hosted by the Parish

(b) Principal (RM)

- (i) Principal has started review of school goals with staff for implementation of strategic plan, and began discussion of goals and areas of focus toward eventually developing an action plan
- (ii) Pro-D Day September 27, 2019
 - 1. Math Guru - coming to do a workshop for staff
- (iii) Reviewing technology needs and service providers and costs
- (iv) Drainage questions - AJ will look into finding report from 2-3 years ago about drainage issues in front of school and seek pricing for follow up
 - 1. Then we can review and determine if those issues are the cause of carpet moisture in office

(c) Chair (AM)

- (i) CISVA leadership conference attended by MS, RM and AM
 - 1. Focus on evangelization
- (ii) Parent Meeting went well on September 12, 2019

(d) Finance (AM)

- (i) SG email report
 - 1. Budget to be presented at next meeting

(e) Building and Infrastructure (AJ)

- (i) Summary of budget items for consideration to be prepared for next meeting

(f) School Report (KJ)

- (i) No report

4. Committees

- (a) Nominations (KC) - no report
- (b) Seismic (AJ/AM) - no report

ITEMS FOR DISCUSSION

5. Role of PEC (KC)

(a) PAC compared to PEC

(i) Parent Advisory Council

1. Voice of parents on issues within public system
2. There is a BC Confederation of Parent Advisory Councils
3. Created by the *School Act*
4. Purpose of PAC is to advise principal and staff on parent views, assist parents to access education systems, promote parent involvement

(ii) PEC Policy 110

1. Parishioners (not parents - although might happen to be parents)
2. Implement policies and decisions of CISVA
 - a. Arm of CISVA
 - b. Not parent representatives
 - c. Not center for dealing with parent complaints/concerns
 - i. Refer to teacher or principal
 - d. Section 2
 - i. Develop local policies for such implementation
 - ii. Long term planning - financial and strategic
 - iii. Oversee safe and orderly operation

(iii) Other

1. Admin Relationships - section 3 - support and recognize principal, we are local representative of CISVA
 - a. Section 4 - conduct and confidentiality
 - b. Section 5 – Finances, budgets, financial records

c. Chair - Policy 114

6. Role of Class Parent (KJ)

- (a) Draft description of class parent role to be discussed at next meeting

ITEMS FOR DECISION

7. Motion by AM to approve a new fee category 4 at a rate of \$1700 per month for international students, with a definition for category 4 to be drafted and finalize by AM and KC

Discussion: The recommended rate has been determined based on RM discussions with CISVA and CISVA guidance and review of fees charged by other CISVA schools for international students

AC seconded the Motion

Next Meeting: October 24, 2019 at 6:00 pm

AJ motion to close; KC seconded

MEETING ADJOURNED at 8:00 pm