

## PARISH EDUCATION COMMITTEE

MINUTES OF MEETING held on April 2, 2020 at 6:00 pm

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**Present:** Ana-Maria Hobrough (“AH”)  
Karen Carteri (“KC”)  
Sean Greenhalgh (“SG”)  
Sasja Monahan (“SM”)  
Adam James (“AJ”)  
Alaine Maxwell (“AM”)  
Reine Mykyte (“RM”)  
Kathy Johnson (“KJ”)  
Fr. Miguel Segura (“MS”)

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1. Adoption of Agenda –
  - (a) See AM email of April 1 for agenda.
    - (i) Principal’s Report
    - (ii) Financial Report
    - (iii) Nomination Committee Report
    - (iv) Debrief of Registration Night
    - (v) Discussion re remote learning and impact of Covid-19 on ESS
  - (b) Discussion to add items:
    - (i) Approval of Minutes
    - (ii) Review of decision to waive After School Care fees going forward

AM motion, SM seconded
2. Approval of Minutes – AJ motion, KJ regrets to be listed on Minutes, AM seconded
3. Updates
  - (a) Pastor Report (MS) – no report
  - (b) Chair Report – no report
  - (c) Maintenance Report

- (i) AJ outlined quotes obtained for drainage, including lowest at \$18,000. AJ proposed that the drainage project will be undertaken soon while school is closed.

AJ Motion to undertake drainage project based on quote of \$18,000. KC seconded

(d) Finance Report (SG)

- (i) Revenues \$20,000 more than expected compared to budget due to expense control as of end of February 2020
- (ii) On track for budgeted surplus for the year, or better
- (iii) With \$18,000 maintenance expense, we will still be within maintenance budget of \$50,000
- (iv) RM mentioned that the drainage contractor agreed within the \$18,000 quote to prepare the front of the school for artificial turf. RM advised that funding for turf to come from a community gaming being pursued by parent group.

(e) Principal's Report (RM)

- (i) New school nurse named Shane
  - He is working on Covid
  - Grade 6 immunizations to be deferred to fall
- (ii) SG motion to suspend payments for after school care as recommended by RM, AM seconded

(f) Nominations Committee Report (KC)

- (i) Query sent to CISVA re revisions to policy 107 re voting and re notices as a result of Covid-19. Answer yet to be received.

## Items for Discussion

4. Parents Registration Night

- (a) AM complimented RM on good work at registration night
- (b) RM advised that administration is still rolling out registrations

5. Discussions re: Covid-19 impacts on education
  - (a) RM nonstop planning since March 17
    - (i) Teachers, admin, all staff meeting on Monday, March 30
    - (ii) Also, March 30 meeting with CISVA and CISVA principals
    - (iii) March 31 – primary teacher meetings, intermediate teacher meetings, specialty teacher meetings
    - (iv) Wednesday, April 1 – planning time
    - (v) Issued survey to families and received responses from over 100 families – filtering through responses
    - (vi) Rolled out plan for platform on April 2
    - (vii) Also on April 2, issued invitation to school community to attend online assembly on April 3 at 9:30am
    - (viii) Many families looking for financial assistance with tuition
    - (ix) For parents who work in essential services or where children have IEP, we are making arrangements to take all children of a family if there are IEP needs within family or if both parents are essential service workers
      - RM to determine total extent of needs and then if further staff needs to be hired, PEC will meet to assess and approve needs
  - (b) Regarding needs for electronics, there are 4 families requesting assistance with devices
  - (c) Family subsidies
    - (i) MS explained that the church reimburses the school for family subsidies
    - (ii) SG explained that YTD \$2,850 is the amount we receive from parish financial assistance
    - (iii) Subsidy and deferral requests relating to Covid to be assembled and assessed at next meeting
  - (d) School custodians – contracted cleaners
    - (i) Contract with outside cleaners was changed to exclude gym and church basement and reduction of contract price from \$3,500 to \$3,000. Manuel will take care of gym and church basement, including after third party basketball group use of gym on evenings

- (ii) Contractors also agreed not to charge for work undertaking during Covid.
- (iii) RM will decide if the external service is needed during Covid.

**MEETING ADJOURNED at 7:45 pm.**

Next Meeting: Wednesday, April 8, 2020 at 6:00pm – Special Meeting