

ESS PARISH EDUCATION COMMITTEE

Meeting Minutes

February 21, 2018

5:00 pm

Location: Blessed Sacrament Parish Library

Attendees: Fr. Miguel, Dan Moric, Kirsten Kurnicki, Jenny Boivin and Kamila Arroyo

Absentees: Lorelei Holm, Roy Gordon

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I. Prayer

Fr. Miguel opened with a prayer.

II. Adoption of Agenda

Jenny moved to adopt the agenda. Kirsten seconded the motion. All were in favour.

III. Approval of January 24, 2018 Meeting Minutes

Kirsten moved to approve the January 24th minutes as amended. Jenny seconded the motion. All were in favour.

IV. Election of Vice Chair

Kamila moved to appoint Kirsten as Vice Chair. Jenny seconded the motion. All were in favour.

V. Reports

A. Pastor's Report

Fr. Miguel got confirmation that Archbishop Michael Miller will be present at this year's confirmation, which will take place on Pentecost, May 20th at 3pm.

B. Principal's Report

Due to the principal's absence, Mr. Moric presented the report.

- a. Jan 22 - Feb 2: Ms. Elia Domingos has been the lead teacher during Ms. Holm's leave.

- b. Feb 5 - Feb 16: Ms. Holm communicated her medical leave for 2 weeks.
- c. Feb 19 – Feb 23: Ms. Holm is still on medical leave for an indefinite period of time. Mr. Moric will be in the school until Friday, Feb. 23rd.
- d. A new report card system will be introduced starting with the upcoming report cards.
- e. Kindergarten interviews were deferred due to Ms. Holm’s absence, but have now commenced. There are currently 7 spots (there are 20 siblings in the upcoming kindergarten class). Fr. Miguel, Ms. Pimentel (kindergarten teacher) and Kirsten as the PEC representative, have been conducting the interviews. Six grade 7 students were also taking the new families on tour around the school.

The full Principal’s Report is attached at the end of these minutes.

C. Financial Report

The balance sheet as of Jan. 21 was shared.

Kamila moved to receive the budget. Jenny seconded the motion. All were in favour.

D. Spiritual Report

Confirmation class for the grade 6 and 7 students on Mondays, from 2-3pm, was in need of assistance; Kirsten stepped in to help the other 4 catechists leading the preparation.

E. Parent Participation Report

Deferred.

F. Maintenance Report

There is no formal report however some issues were addressed:

- a. A suggestion was raised to address drainage and gutters on the gym and gr.2/3 exit at the school.
- b. Reid Brothers have addressed the boiler 3 times; it was malfunctioning but has now been fixed and there have been no issues since.
- c. Donal arrives at the school at 6:30am daily and is able to check on the ice/snow and boiler issues early.
- d. The custodians informed that the floors have to be waxed during spring break. The materials needed include a machine auto scrubber (the school already owns

a swing machine). It costs about \$500 to rent equipment and \$200 to wax. Donal provided quotes for the purchase of the auto scrubber; the best one is \$2121. This issue was previously via email by principal, custodians and PEC. The common opinion then was that it is more sensible to purchase the materials rather than rent them, as the school requires waxing three times during the year.

Kirsten moved to purchase the machine at \$2121 subject to availability by March 12th. Kamila seconded the motion. All were in favour.

VI. Open Issues

A. Kindergarten Interviews

Action: Kirsten will identify the two families with incomplete registration packages.

B. Chromebook Purchase

The purchase of the chromebooks has been tabled until more information can be obtained about the state of the current MacBooks used at the school.

Action: Kamila to investigate the collapse of the MacBook lease.

VII. New Business

A. Posting of minutes

The minutes were taken down from the website late last year due to a glitch. The protocol for positing minutes requires forwarding an electronic copy of regular minutes to Moniq/Francisco at the office.

B. Re-registration

- a. Historically tuition has been confirmed after a re-registration meeting.
- b. Possible suggested date for the meeting is March 5th at 6pm in the gym.

Action: Kamila to confirm gym booking with Nancy.

Action: Dan to communicate the date and further information to the school community.

End: 5:45pm

Next PEC meeting: March 21st (tentative)

Principal Report to PEC for Tues Feb 21

Summary of last 5 weeks:

Period Jan 22-Feb 2

Period Feb 5-Feb 16

Feb 19 – Feb 23

Parent Communications:

Friday, Jan 19 from Mme Holm
Tuesday, Feb 13 from D. Moric
Monday, Feb 19 from Fr. Miguel, Chair & Superintendent

Past Events:

Jan 15 CISVA Curriculum Inservice
Jan 19 Adrienne Gear / Writing Power
Jan 25/26 CISVA “Challenging Behaviour”
Feb 8/9 Catholic Educators Conference
Feb 13 Red/White Day
Feb 14 Ash Wednesday
Feb 20-28 Kindergarten Interviews

Upcoming Events:

Feb 23 Grandparents Tea
Feb 28 Pink Shirt Day
March 2 CPI Training
March 7/8 Book Fair
March 8 Student lead Conferences
March 29 Report Cards Home