

# BLESSED SACRAMENT PARENT EDUCATION COMMITTEE

MINUTES OF MEETING held on January 12, 2026, at 5:00pm

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## Present:

1. Reine Mykyte (“RM”)
2. Daniel Murphy (“DM”)
3. Hollis Bromley (“HB”)
4. Ami Sanyal (“AS”)
5. Carla Matias (“CM”)
6. Carlos Gerardo (CG)
7. Hollis Bromley (“HB”)
8. Elia Domingos (“ED”)
9. Margaret Kotarska (MK)
10. Jay Neal (“JN”)

**Regrets:** Fr. Gilbert Nunez (“GN”)

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- A. Opening Prayer (RM)
- B. Adoption of the Agenda
  - a. AS moved, MK seconded
- C. Approval of Minutes of the November 24, 2025, meeting
  - a. AS moved, CG seconded
- D. Pastor (GN)
  - a. n/a
  - b. RM: dates now fixed for confirmation (May 31 at 2:00 pm) and holy communion (June 7 at 11:00 am)
- E. Principal’s Report (RM)
  - a. Written report provided
  - b. December – 2 concerts went well, advent mass lower attendance, 3 charities again/good support
  - c. Deep clean over the break
  - d. Filming in school over break generated some income
  - e. 1 new student added to Maternelle

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- f. Currently next Maternelle class has 32 families committed/paid deposit and 8 – 10 on waitlist
  - g. Discussion about reviewing options in future for being able to take 2 intake classes of Maternelle
  - h. Uniform – issues with McCarthy re lack of availability and quality, many other schools looking at new company, Cambridge. More availability and better quality. Wouldn't not mean have to buy new uniform if have existing items. Initial start up cost for school and may need to keep using McCarthy to buy out existing product.
  - i. Safety ASC: during time gym used for basketball practice the kids go to church basement. The washrooms are accessible from outside. Have trained staff to inspect washroom first before kids attend and escort them. Church will put signs up and gate to limit access. Church already has cameras that shows those locations. Discussion on safety options.
- F. School Rep (ED)
- a. First term report cards went out
  - b. Had advent mass, numbers are going down so wondering about having different model i.e. 9 am mass on Friday was very similar so could make that the last mass
  - c. 2 weeks of dance for gym class – presentation on Friday
  - d. Have drumming workshops coming, by Jordan Hanson, concert Tuesday morning, Jan 20
  - e. Positive behaviour system first term focused on respect, second term focus on responsibility (speaking French and environment and surroundings tidy)
  - f. Family literacy week on Jan. 26, starting with books for breakfast Jan 26, character dress up day
  - g. Fishtank up for the salmon (grade 4 hatch coho salmon eggs)
  - h. Sensory walk in intermediate wing
- G. Chair (DM)
- a. Heating: following up with Smith Bros re heat (too hot), next step would be to get CISVA involved if no response. Other option is to retain a new engineer, but school would pay cost for that. More of an issue in intermediate area.
- H. Finance (CM / MK)
- a. November YTD statements: revenue \$851K, already factors roughly \$40K of walkathon, compared to last fiscal we were sitting at around 800K but did not have any walk-a-thon recorded, so roughly the same on revenue. Expenses higher than last year. \$12K positive now compared to last year at

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about \$88K positive. Part of that is paid more interest on the seismic loan (\$35K YTD in interest), salary and staff expenses increase and extraordinary repairs and maintenance increased (because of gym roof exceptional expense), BSC/ASC expenses increased but revenues increased as well so still a net positive. Will follow up on several items with bookkeeper (ie hot lunch, Christmas festival)

- b. December YTD not available yet, but we will need that for tuition analysis
  - c. We will need to start paying principle next year. Parish just received the roughly \$9K rebate from CISVA.
  - d. *Action Item: Carla will request that parish pay rebate towards loan*
  - e. Chancery deposit account (parish holds where we transfer internet and interest comes out of). Earlier this year saw \$19K deposited by parish, but it was then withdrawn. She confirmed that finance counsel would use it pay for gym roof replacement so that they can use it for gym roof instead of seismic. That is why down to \$395 in account now.
  - f. *Action Item: Reine will request information on where parish seismic orange envelope funds are being deposited*
  - g. Timing for 26/27 tuition: tracking around same timeline as last year. Analysis around end of January, approval by finance team Jan. 28, PEC approves at Feb meeting, communicate to parents early February. Reine's plan was to put out re-registration April 7, but may be better to have it earlier (pre-spring break)
  - h. CISVA tuition range for category1 2026/27: \$445-\$495
- I. Governance / Secretary (HB)
- a. n/a
- J. Communications / Vice Chair / Committee Society Delegate (AS)
- a. Sent document for review on school family directory
  - b. Cambie BIA says can't include school in their directory
- K. Fundraising (CG)
- a. Hot lunch: first one this Friday. Added 2 extra dates and added Mexican restaurant to menu
  - b. Going to launch movie nights soon, suggested Saturday after 5:00 mass in either gym or church basement. Model would be for ESS families with option for child minding for up to grade 3, can sell items (pizza, snacks etc)
  - c. Reviewed smaller fundraisers and discussed how to highlight them for fundraisers
  - d. Discussion about purchasing or renting a stage for kids concerts

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- L. Building and Infrastructure & Seismic (JN)
  - a. Working on quotes for canopy. Difficult getting quotes. His recommendation is Century signs.

M. In-Camera Session

N. Closing Prayer (GN)

**Meeting adjourned at 7:20 pm, next meeting is February 9, 2026, online**