

BLESSED SACRAMENT PARENT EDUCATION COMMITTEE

MINUTES OF MEETING held on February 9, 2026, at 5:00pm

Present:

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

11. **Regrets:** Ami Sanyal (“AS”)

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- A. Opening Prayer (RM)

 - B. Adoption of the Agenda
 - a. HB moved, CG seconded

 - C. Approval of Minutes of the January 12, 2026, meeting
 - a. CM moved, HB seconded

 - D. Pastor (GN)
 - a. Father has returned after being away for month
 - b. Lent is coming - Feb. 18 Ash Wednesday, mass for children
 - c. Feb. 21, first confession for those doing first communion

 - E. Principal’s Report (RM)
 - a. Written report provided
 - b. Monthly Sunday mass with school choir this Sunday followed by pancake breakfast
 - c. New furnace purchased for gym
 - d. Rollout for Maternelle class next year finalised – secured 32 seats which is 215 kids for next school year

BLESSED SACRAMENT PARENT EDUCATION COMMITTEE

- e. Basketball almost over, starting badminton soon
 - f. Uniforms: transition to new company in discussion as 2 years left in contract, lots in stock, but there is a lot of product that they can't provide
 - g. Tightened security at church basement, still working with church on plan for doors, increased checking washrooms and have an extra supervisor in hallway at all times
 - h. Silent auction going to start to be publicised
 - i. Parents night coming up March 3, format: social at 6:00-6:30, 6:30-7:00 PEC presentation, 7-8:30 speaker presentation, church basement, 2 hours parent participation
 - j. Year books arrived – will be handed out to kids on Feb 23
- F. School Rep (ED)
- a. Latin dance workshops – presentation at end for parents
 - b. Jan. 20 had Jordan Hanson do drumming workshops
 - c. Literacy week – shoebox project, classroom doors decorated, character dress up, book bus, parents came in to read
 - d. Jess Dance – afro style dance workshops, presentation at the end
 - e. Feb. 17 – Carnival and Lunar New Year – can dress in plaid or red to celebrate
 - f. Grade 4 received salmon eggs
 - g. Can wear pink, red and white for Feb. 11 for Valentine's Day – asking kids to bring in coin donation to support Holy Childhood education
 - h. PEARLS – progress in international reading in literacy study – done every 5 years for Grad 4s (in addition to FSAs) for Ministry, measures reading and comprehension for statistical purposes, no bearing on school grades – one day in April and one in May
- G. Chair (DM)
- a. Have potential solution on heating issue. Trying to get contractor to come back to make identified changes.
- H. Finance (CM / MK)
- a. December financials TD: tracking, nothing stands out to be concerned about, not at a deficit. Have not incurred cost for canopy yet. Fundraising – budgeted \$40K, sitting at \$84K, BSC/ASC – budget fairly accurate. Reviewing balance sheet - \$700K in terms of reserves, goal is to build it back up so at least 1 year's worth equivalent to MOE grant revenue, so aiming to build up to \$1.2m.
 - b. Tuition analysis: discussion on rationale. Looked at reasonableness of increases. Next year: loan payments going up because now paying principle,

BLESSED SACRAMENT PARENT EDUCATION COMMITTEE

loan interest adjusted as interest rates decreased, plan for floor repairs next year. Before other revenue sources \$1.8m required. 4% inflation to mirror the teacher salary expense increases.

- c. First revenue stream – tuition. Review of current family numbers across all categories, look at neighbouring school fees to balance tuition fee increases with enrollment rate. 3-5% teacher/admin salary expense increases. Arrived at 4% tuition for category 2, 5% for category 2, 6% for category 3 = \$1.069m tuition fee revenue.
 - d. Second revenue stream: fundraising – increase \$850 to \$1000/family – 18% increase, estimate 74% participation rate = \$103,600
 - e. Third revenue stream is BSC/ASC: apply a 4% increase across all and us the 2025 \$170K revenue = \$176,800, but need to check enrollment numbers
 - f. Fourth: small activity fee increase to \$350 = \$3K
 - g. Project also \$32,500 in tuition subsidies
 - h. New family fee increased to \$300
 - i. Motion to set tuition fee increases at 4% Category 1/ 5% Category 2 / 6% Category 3, 4% increase to BSC/ASC, increase activity fees to \$350, increase new family fee to \$300 (applied for next year): *HB motion, CG second, all in favour*
 - j. Update on loan: sending a letter for transfer of \$9K rebate to principle of loan
 - k. Father confirmed that all moneys in orange envelope go to seismic, although must write on envelope if ESS parent
 - l. Action Item: MK will follow up with Shelley on what happens on orange envelope donations for non-parents, and how it and other donation mechanisms make their way back to school
- I. Governance / Secretary (HB)
- a. n/a
- J. Communications / Vice Chair / Committee Society Delegate (AS)
- a. n/a
- K. Fundraising (CG)
- a. Movie nights: spoke with Father Gilbert for approval and advised Sunday afternoon or Fridays work best with facility use schedule, need to get a public performance license
 - b. Mariam Markets – online fundraising – sell giftcards to purchase products from online site and we get 30% profits
 - c. Newfeld Farms – similar but includes in person delivery of products to school

BLESSED SACRAMENT PARENT EDUCATION COMMITTEE

- d. Considering another apple sale
 - e. Potential school stage – spoke with a number of companies and more expensive than thought – about \$9K and so won't move forward with it
- L. Building and Infrastructure & Seismic (JN)
- a. Canopy quotes for front and back – 2/3 came back with updated quotes, found a new third company for another quote (Studio 9). Awnings West: \$28,813 plus tax, Awnings West quote missing permits: \$3K-\$4k more, Century Sign came in at \$38,796.
 - b. Ideal timing is for March spring break.
- M. In-Camera Session
- N. Closing Prayer (GN)

Meeting adjourned at 7: pm, next meeting is March , 2026, online