



## ***Parish Education Committee Meeting Minutes***

Oct 10, 2024 – 6:30pm to 8:00pm at SFA

- Attending: Fr. Juan Lucca, Ms. Deborah Welsh, Mr. Matt Langford, Ms. Annie Kaderly, Ms. Niamh Small, Mr. Andrew MacDonell, Ms. Heather Maciver, Mr. Dan Pires, Mr. David Koppe
- Staff Reps: Miss A. Hewitt, Mr. P. Teodosio
- Invitees: Ms. Michelle Burns, Ms. Aileen Cheon-Hayes
- Regrets: Ms. Kathryn Percy

### **1. Welcome & Introductions**

### **2. Opening Prayer**

### **3. Approval of the Agenda**

The agenda was approved by all.

### **4. Approval of the Minutes**

The Sept 12, 2024 Minutes were approved by all.

### **5. Review of Action Items:**

#### **Ongoing**

#### **(a) Alumni Relations**

**FUTURE ACTION:** Continue to develop alumni relations initiatives.

### **6. Committee Reports**

a) **Pastor** – No report at this time.

#### **b) Chair**

- CISVA AGM is on November 5. Two representative positions need to be filled: Pastor Representative and Education Committee Representative.
- Many thanks and congratulations to everyone for their efforts in making the Welcome Back BBQ a tremendous success.
- A WhatsApp group is now active for PEC members. Please feel free to use this for PEC discussions (excluding any items that need to be discussed in-camera).



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- Received email dated October 3, 2024, regarding the possibility of revisiting the school uniform to include pants for the girls in the fall/winter months. This will be discussed further at Item 12 in the meeting agenda.
- The next meeting (November 14) is proposed to be a virtual meeting. This will be discussed further at Item 14 in the meeting agenda.

c) **Vice Chair** – No report at this time.

d) **Secretary** – No report at this time.

e) **Treasurer** – The details of the report were taken as read.

f) **Special Events** – The details of the report were taken as read.

g) **Parent Participation** – The details of the report were taken as read.

h) **Facilities and Maintenance** – The details of the report were taken as read.

**ACTION:** Replace the tiles in Grade 4, 6, 2 and Kindergarten classrooms, and address the peeling paint in the Gr 5 classroom and the wall in French Room.

DP

**Marketing** – No report at this time.

### **Staff Representative**

- We're 5 weeks in. Lots of new faces at the school for the new staff. Lots of warmth from the students.



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i) **Principal** – The details of the report were taken as read.

**FUTURE ACTION:** Brainstorm and implement an updated registration packet system for February 2025.

**ALL**

### 7. Review of Budget

- The 2024-2025 Budget was presented by the Treasurer and, after discussion, was approved.

**MOTION by Treasurer:** Approve the 2024-25 Budget

**SECONDED by:** Chair

**VOTE:** Unanimous (one voting member not present)

**MOTION:** Passed

### 8. Accounting for Event Funds

- A Special Events Finance Meeting was held on September 27.

### Other Business

### 9. SFA/OLS Joint School Project Update

- Still considering how this will work as projected costs develop.

### 10. Parish/School Events Update

- There's a parish fundraising team working on the Christmas play and lunch event on December 15 at the Italian Cultural Centre. Tickets will be sold through the school. Price for adults: \$50, price for kids: \$20 (free for children aged 4 and under). There will be a Christmas Market on November 24 in the parish hall.

### 11. PEC/Staff Christmas Party

- December 6 at the Parish hall is the suggested date. SFA Staff to be consulted.

### 12. Winter Uniforms

- PEC discussed uniform pants for girls (an option that would be available in the 2025-2026 school year). Regarding the uniform and cold weather this winter, the school will communicate in advance when the gym strip can be substituted for the uniform when there's very cold weather in the forecast.



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**MOTION by Chair:** SFA uniform to include pants option for girls  
**SECONDED by:** Vice Chair  
**VOTE:** Unanimous (one voting member not present)  
**MOTION:** Passed

**ACTION:** Research pants options from uniform providers.

DW  
AH

### **13. Student/Parent/Teacher Conference Portal Feedback**

- Received feedback that some parents had trouble booking their interview times for the Parent/Teacher/Student Conferences through the OnVolunteer portal system. There were also problems resetting the passwords. There were questions about the security of information in OnVolunteers but it has been determined that there's no sensitive personal/financial information stored in the portal.

**14. Next meeting – November 14, 2024 (Virtual)**

**15. Closing Prayer**

**16. In-camera session**