



Parish Education Committee Meeting Minutes

January 16, 2025 – 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, Ms. Kathryn Percy, Mr. Dan Pires, Mr. David Koppe

Staff Reps: Miss A. Hewitt, Ms. May Raymond

Invitees: Ms. Aileen Cheon-Hayes, Ms. Michelle Burns

Regrets: None

1. Welcome & Introductions

2. Opening Prayer

3. Approval of the Agenda

The agenda was approved by all.

4. Approval of the Minutes

The PEC resolved to approve the December 5, 2024 minutes.

5. Review of Prior Action Items:

- (a) Facilities and Maintenance update on flooring and paint**
- (b) Fundraising review**
- (c) Uniform options**
- (d) List of Parish and School events**
- (e) Succession planning**
- (f) Registration packet system**
- (g) 5-year financial pro forms**
- (h) Alumni relations**

6. Committee Reports

a) Pastor

- Christmas Concert at ICC was a great success. The event made approx. \$10-15K (final figure to be confirmed).

b) Chair – The details of the report were taken as read.

c) Vice Chair – No report at this time.

d) Secretary – No report at this time.



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- 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

i) Marketing

- Received quotes and information on SFA-branded swag (hoodies, hats and patches). Preference is for dark colours. Recommend creating a 'brand' guideline with details about SFA's colours, font etc. for printers.

j) Staff Representative

- Back in the groove. Spirit week is this week, which is lots of fun. Snowshoeing has started.

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

2025-2026 Preliminary School Budget

7. Tuition Fee Increases

- The Treasurer presented information on tuition increases across all categories for the 2025-26 school year, which are within the recommended range provided by CISVA. Information about the tuition increases will be presented by the Treasurer at the AGM in February.



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MOTION by Treasurer: Approve 2025-26 Tuition Increases

SECONDED by: Vice Chair

VOTE: Unanimous

MOTION: Passed

8. Review of After School Care and Bus Rates

- There will be no increase in charges for either Before/After School Club or Bus Service.

9. Parent Volunteer Pay In Lieu Increase

- There will be no increase in the \$800 charge for those who opt out of volunteering.

10. Fundraising Initiatives

- New Playground: there is a desire to replace the existing playground, which is structurally sound but old.
- Super Dome: Fr. Lucca is exploring the option of building a dome (modular gym structure) for sporting activities in the school/church grounds.

Upcoming Events

11. Annual General Meeting

- AGM is on February 20, 2025 at 6:45pm at the church hall. Reports will be presented by PEC members.

12. Spring Gala Planning and Logistics Update

- The Gala is going ahead at the Italian Cultural Centre. The existing contract with ICC has determined the format of the evening. Ticket prices will cover costs, and initiatives such as raffles, auction etc. will raise money for the school.

Other Business

13. Girls' Uniforms Update

- McCarthy Uniforms sent two samples of girls' pants, both are navy and tailored. Both samples were approved by the PEC.
- **ACTION:** Principal will contact McCarthy Uniforms to ask whether both pant styles can be made available for purchase.

DW



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14. Parent “Swag” Update

- Details already provided in the Marketing report.

15. Parent Night Ideas

- Principal looking at options for a presentation for parents on a topic of interest.

16. Next meeting – February 6, 2025 (In-Person)

17. Closing Prayer

18. In-Camera Session

No in-camera session at this meeting.