



Parish Education Committee Meeting Minutes

Jan 15, 2026 – 6:30pm to 8:00pm at SFA

Attending: Fr. Juan Lucca, Ms. Deborah Welsh, Mr. Matt Langford, Ms. Annie Kaderly, Ms. Niamh Small, Mr. Dan Pires, Ms. Heather Maciver, Ms. Virginia Turco-Greyson

Staff Reps: Ms. A. Hewitt and Ms. M. Raymond

Regrets: Mr. Andrew MacDonnell

1. Welcome & Introductions

2. Opening Prayer

3. Approval of the Agenda

MOTION by VTG: Approve the Agenda for this meeting

SECONDED by NS

VOTE: Unanimous

MOTION PASSED

4. Approval of the Minutes

MOTION by AK: Approve the December 4, 2025 minutes

SECONDED by NS

VOTE: Unanimous

MOTION PASSED

5. Review of Action Items:

(a) Brainstorm ways to effectively attract new students

(In progress)

(b) Consider potential increase to annual payment in lieu of volunteering amount

(To be discussed at Item 8)

(c) Continue to develop marketing/alumni relations initiatives

(To be discussed at Item 6)



Parish Education Committee Meeting Minutes

Jan 15, 2026 – 6:30pm to 8:00pm at SFA

6. Committee Reports

a) Pastor

- Super Dome: Was recently in contact with the modular gym company. Still awaiting the permit from the City of Vancouver. The CoV stipulates that the school must notify the immediate neighbours about the planned structure.
- Fundraising letters have been written about the upcoming 90th Anniversary of the Church, 80th Anniversary of the School, and the 800th Anniversary of St. Francis of Assisi. These will be distributed to parishioners and businesses.
- The Parish has adjusted it's calendar to align with the academic year (September to June).

ACTION: Pastor will check in with the Principal and Special Events in May re dates for the 2026-2027 calendar.

**FJL, DW
& HM**

b) Chair – No report at this time

c) Vice Chair – No report at this time.

d) Secretary – No report at this time.

e) Treasurer

- Tuition rates to be discussed at Item 7.

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

g) Facilities and Maintenance

- There was a Work Bee on Saturday, December 15.
- Roof has been repaired and drainage work continues.

h) Alumni Relations

- Alumni registrations are happening via the link on the school website.
- The parish office will include alumni information to the church bulletin.



Parish Education Committee Meeting Minutes

Jan 15, 2026 – 6:30pm to 8:00pm at SFA

- Will add information about the Gala to the next e-newsletter.

i) Staff Representative

- Spirit Week is in full swing.
- Two weeks into term 2. Returning to routine.
- The three new EAs who joined SFA this term are a welcome addition to the school.

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

2026-2027 Preliminary School Budget

7. Tuition Fees Increase

- The Treasurer presented information on tuition increases across all categories for the 2026-27 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.

MOTION by AM: Approve Tuition Rates for the 2026-2027 School Year

SECONDED by AK

VOTE: Unanimous

MOTION PASSED

8. Review of Activity Fee and Parent Volunteer Pay in Lieu

- Both the Activity Fee and Volunteer Pay in Lieu fee have remained static for several years. A further discussion will take place at the February meeting.

9. Upcoming Annual General Meeting Planning

- Date for AGM is Thursday, February 19 at the Church Hall.

10. Super Dome Update

- Already discussed in the Pastor's Report.



Parish Education Committee Meeting Minutes

Jan 15, 2026 – 6:30pm to 8:00pm at SFA

11. Grade 2 Portable Update

- There was a leak in the portable that was fixed over the Christmas break. There is more water damage that will be repaired over the Family Day weekend.

12. Next Meeting – February 5, 2026 (In Person)

13. Closing Prayer

The Staff Representatives left the meeting.

14. In-Camera Session

The PEC held an in-camera session.