



Parish Education Committee Meeting Minutes

March 12, 2026 – 6:30pm to 8:00pm (Virtual Meeting)

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

Staff Reps: Ms. A. Hewitt and Mr. J. Sudar

Regrets: Mr. Andrew MacDonell, Ms. Annie Kaderly

1. Welcome & Introductions

2. Opening Prayer

3. Approval of the Agenda

MOTION by ML: Approve the Agenda for this meeting

SECONDED by HM

VOTE: Unanimous

MOTION PASSED

4. Approval of the Minutes

MOTION by HM: Approve the February 5, 2026 minutes

SECONDED by VTG

VOTE: Unanimous

MOTION PASSED

5. Review of Action Items:

(a) Brainstorm ways to effectively attract new students

(In progress)

(b) Continue to research online platforms for re-registration in future years

(In progress)

(c) Confirm events and dates for the 2026-2027 calendar

(To be discussed at May meeting)



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6. Committee Reports

a) Pastor

- Super Dome: the building permit was granted two days ago. There is an important meeting at the school tomorrow (March 13) with the architect and project manager to finalize logistics.
- It will take 15 working days to erect the structure, which should happen in about a month's time.
- How to decorate the exterior of the dome? Considering the letters SFA and the wolf logo. Will seek estimates on this.

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

- The AGM was a success. Good discussion and a valuable presentation from Unplugged Canada.

c) Vice Chair – No report at this time.

d) Secretary – No report at this time.

e) Treasurer – No report at this time.

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

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

- Suggest asking parent volunteers to weed the school grounds. The work needs to be done and it would be a helpful way for parents to accrue volunteer hours.

h) Alumni Relations – The details of the report were taken as read.



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i) Staff Representative

- Basketball season was a success.
- The choir concert at Notre Dame High School was wonderful.
- Speech Arts: the kids did very well this year, especially with bible readings.
- Celebration of Learning Conferences went well. The children loved sharing their work with their parents.

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

Events

7. Debrief on Annual General Meeting

- The AGM was held on February 19. The presentation by Unplugged Canada was well received and the Principal received some good feedback from parents.
- Preparation of the hall could be better for next year's AGM.
- Going forward, it will be communicated that the AGM is a mandatory meeting for all parents — including Grade 7 parents — because it relates to what's happening in the current school year.

8. Christmas Concert Venue (The Cultch)

- Looking at alternate venues for the next Christmas Concert.
- The Cultch has three venues, one of which is the perfect size and seating capacity for the school's needs, but the rental cost is high. More research is required.

Other Business

9. Super Dome Update

- Already discussed in the Pastor's report

10. Maintenance Projects

- Flooring: priority is to replace the flooring in certain high-traffic areas of the school. DW will be getting estimates.
- Windows/Blinds in Principal's office: DW will seek estimates.
- Painting of exterior wire fence: would like to have it painted for curb appeal. Considering parent volunteers for labour to minimize costs.



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- Playground paving: DW will get an estimate for paving the playground area of the school.

MOTION by NS: To authorize DW and AM to spend up to \$40K on paving the playground area.

SECONDED by HM

VOTE: Unanimous

MOTION PASSED

11. Parish Subsidy Program

- The parish gave \$34K in subsidies for tuition this year.
- School would hope to reimburse the parish.

12. SFA Social Media Parent Participation Position

- A Kindergarten parent has been managing the recruitment campaigns on social media for the school this year. Principal would like to make this volunteer position an ongoing one with a description of the role and responsibilities.

13. PEC Election Process and Succession Planning

- CISVA has rules/guidelines for the election process.
- Principal will pick up an election package from the superintendent's office. After Spring Break, we will evaluate the composition of the committee next year and what, if any, additional needs there are.

14. Next Meeting – April 9, 2026 (Virtual)

15. Closing Prayer

The Staff Representatives left the meeting.

16. In-Camera Session

The PEC held an in-camera session.