



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

May 14, 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: Mr. A. Colford

Regrets: Mr. Andrew MacDonell

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

### **2. Opening Prayer**

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

**MOTION by NS:** Approve the Agenda for this meeting

**SECONDED by VTG**

**VOTE: Unanimous**

**MOTION PASSED**

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

**MOTION by HM:** Approve the April 9, 2026 minutes

**SECONDED by AK**

**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 Item 8)

#### **(d) Discuss plans for the SFA bus for the 2026-2027 school year and beyond**

(To be discussed at Item 9)



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### **6. Committee Reports**

#### **a) Pastor**

- Modular gym construction to be discussed at Item 12.

**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 details of the report were taken as read.

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

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

**e) Treasurer** – No report at this time. The 2026-27 Preliminary Budget to be addressed 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 May 9. Next Work Bee is on June 13.
- There are some summer projects that need to be tackled such as painting the Grade 7 stairs. Painting the exterior fence can also be done over the summer months.
- The front retaining wall needs some repairs. DP will follow up on this.
- Would like to power wash the asphalt at the front of the school.

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



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### **i) Staff Representative**

- It's a very busy time of year!
- Sports Day is tomorrow, Friday, May 15 (weather permitting).
- Track season has been in full swing and is winding down now.
- The Catholic Outreach Group had a successful Candy Jar fundraiser for Miguel, our foster child.
- There's a student-led disability awareness presentation coming up.

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

### **Budget Matters**

#### **7. Preliminary Budget 2026-2027**

- It was noted that the 2026-2027 Preliminary Budget would be presented by the Treasurer to the PEC by email after the meeting for review and approval. The deadline for submission is May 29, 2026.

#### **8. Events Calendar for 2026-27 and Fundraising Approach**

- The Gala was a success but it would have been preferable to see more SFA parents in attendance.
- We may need to reimagine the list of events to engage more of the school community.
- There is a clear need to have a parent volunteer dedicated to leading fundraising initiatives.

#### **9. School Bus Plan**

- Now that the school has a gym, rising maintenance costs for the bus bring the feasibility of offering before and after school bus services into question.

**ACTION:** Conduct a cost/benefit analysis for the future of the bus beyond the next school year. Devise a plan to message families once a decision has been made.

**DW &  
AM**



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### **10. Tuition Policy (Refunds)**

- Principal will update messaging about early withdrawals, extended absences, and refunds in the parent handbook.

### **Strategy**

### **11. Strategic Planning**

- To be discussed at a future meeting.

### **Other Business**

### **12. Modular Gym Update**

- There has been great progress with the gym.
- Electrical work is happening right now. Estimate that the gym will be finished by the last week of May/first week of June.

### **13. Flooring and Asphalt Project Funding Update**

- The summer months would be the ideal time to replace the flooring in the landing and stairs outside the Principal's office, the front office, and the three classrooms that have yet to be done.

**MOTION by DP:** To authorize DW to replace flooring and windows in the school.

**SECONDED by HM**

**VOTE: Unanimous**

**MOTION PASSED**

### **14. PEC Elections Update**

- All current PEC members will remain in their roles for the 2026-2027 school year.

### **15. Special Permission (Treasurer)**

- Special Permission needs to be obtained from CISVA for the Treasurer to continue in his role.

**MOTION by NS:** Renew Special Permission for Treasurer to continue in his role.

**SECONDED by HM**

**VOTE: Unanimous**

**MOTION PASSED**



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### **16. Pastors/Principals Forum Highlights**

- The Pastor and Principal attended the Forum at which there were presentations by both clergy and administrators.
- This is a moment of renewal both worldwide and in our Archdiocese.
- Pope Leo XIV is a calm, strong leader conveying stability.
- The Archbishop spoke about three challenges facing children in these times: instability, safety and identity.

### **17. SFA Promotion/Involvement at Italian Day on the Drive**

- There will be an SFA table at Italian Day on the Drive on Sunday, June 14.

### **18. Pest Removal Service Provider**

- At the parish FL has terminated pest removal service. Despite this there haven't been any pests recently because volunteers are monitoring and taking preventative steps. Discussed the possibility of parent volunteers replicating this at the school, filling holes and monitoring etc.

### **19. Proposed 2026-2027 PEC Meeting Dates**

- Proposed dates for the next school year have been distributed.

### **20. CISVA Policy Review**

- The CISVA elections policy was put forward with meeting materials.

### **21. Next Meeting – June 18, 2026 (In Person Dinner)**

**ACTION:** Invite Mr. D to the PEC's end of year dinner next June.

ALL

### **22. Closing Prayer**

The Staff Representatives left the meeting.



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### **23. In-Camera Session**

The PEC held an in-camera session.

- 24.** Subsequent to the close of the meeting, on May 24, 2026 the Treasurer presented by e-mail a draft of the 2026-2027 Preliminary Budget to the PEC for approval. The Treasurer noted that it is intended that the budget be submitted to CISVA by Friday, May 29. After discussion, a motion was brought forward to approve the budget.

**MOTION by AM: Approve the 2026-27 Preliminary Budget**

**SECONDED by NS**

**VOTE: Unanimous**

**MOTION PASSED**