



Parish Education Committee Meeting Minutes

June 18, 2026 – 6:30pm to 8:15pm at SFA Parish

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

Staff Reps: Ms. A. Hewitt, Mrs. C. Busto, Mrs. A. Visintin

Guest: Ms. Kathryn Percy

Regrets: Mr. Matt Langford, Ms. Annie Kaderly

1. Welcome & Introductions

2. Opening Prayer

3. Approval of the Agenda

MOTION by AM: Approve the Agenda for this meeting

SECONDED by HM

VOTE: Unanimous

MOTION PASSED

4. Approval of the Minutes

MOTION by HM: Approve the May 14, 2026 minutes

SECONDED by AM

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) Finalize events for the 2026-2027 calendar

(In progress)



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

Conduct a cost/benefit analysis for the future of the bus beyond 2026-2027 and devise a communications plan for families once decision has been made. (To be discussed at Item 8)

(e) Invite Mr. D to PEC end of year dinner in June 2027

6. Committee Reports

a) Pastor

- The scaffolding comes down at the church next week.
- The installation of the alarm panel at the school gym has slowed the process down.
- Grade 7 Graduation Mass and Leaving Ceremony is tomorrow.
- Last school mass of the year is next Thursday.

b) Chair – No report at this time.

c) Vice Chair – No report at this time.

d) Secretary – No report at this time.

e) Treasurer

- There will be a deficit this year. End of June is year-end; will know more by July.

f) Special Events

- Very busy time recently with events such as the Carnival and the Grandparents' Tea. Both were a big success — Carnival brought in \$7K and the Grandparents' Tea was very well attended.
- The Staff Appreciation Luncheon was on Tuesday, June 16 and it was enjoyed by all who attended.
- Parent volunteers have been assigned their roles for the 2026-27 school year.



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g) Facilities and Maintenance

- There was a Work Bee on June 13. 14 parents attended.
- Now that we have a new gym, it is possible that maintenance of the gym will be included on the list of jobs for volunteers next year.

h) Alumni Relations

- This is a quiet time.
- Next Alumni newsletter will be in early September.
- Encouraging parents to get their children to sign up on the SFA website if they have their own email addresses.

i) Staff Representative

- Busy time as we wrap up the year.
- Staff Appreciation Lunch on Tuesday was wonderful.
- End of year mass is next week.
- Donuts for Dads is tomorrow morning and is always a popular event.
- Report cards are being prepared for distribution.

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

Budget Matters

7. Staffing Updates

- We are taking on four new EAs next year.
- No changes vis-à-vis classroom teachers.

8. Approach to School Bus

- High maintenance costs for the school bus have become a drain on the school's finances. With the new gym space there is a reduced need for it going forward.

MOTION by AM: To terminate school bus service in the 2027-2028 year and sell the bus. Message to be communicated to the school community in January 2027.

SECONDED by HM

VOTE: Unanimous

MOTION PASSED



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9. Approach to Activity and Class Event Fees

- Parents currently pay \$160 for activities and events. With rising costs on all fronts, this figure is no longer realistic.
- DW and the bookkeeper to examine all the expenses.
- The fee will increase in the 2027-28 school year.

10. Air Conditioning Units for Classrooms

- Some of the classrooms can get very warm at certain times of year. Would like to investigate the cost of purchasing 5 new air-conditioning units for the upstairs classrooms.

ACTION: Investigate the cost of purchasing 5 new air-conditioning units for the upstairs classrooms for the 2026-27 school year.

DW

Other Business

11. Modular Gym Update

- Inspection will be done in July.
- There will be a new garage door installed at the back of the gym.

12. Fundraising

- The Gala did very well this year financially but there weren't a lot of parents in attendance.
- Next year we need to raise \$50K above and beyond the amount raised at the walkathon. Breaking this expense down, it's \$300 per family. This goal could be reached through selling raffle tickets or making a tax-deductible donation.

13. PEC Prayer Formation for 2026-2027

- CISVA has suggested that prayers at PEC meetings should involve PEC members.

14. Google Drive for PEC Meeting Materials

- Would like to start using Google Drive for PEC materials. Principal will investigate the security aspect of doing so.



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15. CISVA Policy Review (Policy 302)

- CISVA Policy 302 was put forward with meeting materials.

16. Special Acknowledgements (Mrs. Visintin and Ms. Kathryn Percy)

- Our thanks to Mrs. Anna Visintin for her 30 years of service.
- Our thanks to Ms. Kathryn Percy who was a valued member of the PEC for 3 years.

17. Next Meeting – September 23, 2026 (In Person)

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

ALL

18. Closing Prayer