

**St. Matthew's Elementary School PEC Meeting**  
**February 9, 2016**  
**School Library 5pm**

Attendees: Fr. Tien Tran  
Katrina Bellosillo  
Ann Amsing  
Nahla Palmer  
Josephine Copon  
Deborah Welsh  
Jesse Kuester

Regrets: Fr. Nixon  
Bola Fagbamiye  
Cheryl Andres  
Tim McKinnon

- 1) Faith Formation #5 using the Lectio Divina (Deborah)
  - Readers: Deborah & Jesse
  
- 2) Review of the January PEC minutes
  - *Nahla made a motion to accept the minutes from the January meeting with the correction to include how Ann made a motion to adjourn the meeting, Nahla seconded it and no one opposed so the motion was passed. Ann seconded the motion. All members voted in favour of the motion and no one opposed it. The motion was passed.*

Reports

- 3) Chairperson's Report (Katrina)
  - There have been 5 nominations for the PSG committee.
  - The election will be held at the AGM this Thursday.
  - Families get one vote each and they will be asked to select 3 out of the 5 nominees.
  - Ann and Nahla will assist Patrizia with handing out and collecting the ballots at the AGM.
  - Election results will be announced the day after the AGM.
  
- 4) Events & Fundraising Report (Josephine)
  - See attached report
  - The PEC recommends that the Parent Health & Fitness Program remain kept for the parents in our school community but attendees may invite friends and family members to come along as guests who may pay the \$10 drop in fee.

5) Treasurer's Report (Nahla)

- a) Financial statements for January were distributed and discussed.
- ***Katrina made a motion to accept the financial statements for January 2016. Josephine seconded the motion. All members voted in favour and the motion was passed.***
- b) Accounts Receivable Report The outstanding balance from among 5 families was discussed. A letter to resolve these debts will be attached to their registration packages, which they will receive at the AGM this week.

6) Teacher's Report (Jesse)

- See report attached.

7) Principal's Report (Deborah)

- See attached report
- Positive feedback was received about student participation in the choir and being lectors at the January 31<sup>st</sup> 10:30am mass.
- Promotion for the parent workshop "Holding onto Kids in a Digital World" in May will be extended to the entire parish community.

8) Pastor's Report (Fr. Tran)

- Father enjoyed the Eucharistic conference he attended in the Philippines.
- We are reminded that Lent starts tomorrow with Ash Wednesday. He encourages teachers to take their classes to the parish on Fridays so students may spend a few minutes in adoration of the Blessed Sacrament. Students are also encouraged to pray the Way of the Cross with their families in the church.
- **[Action Item #1]** Deborah will look for the Mite Boxes that are used to collect donations for seminarians.
- Special guest, Fr. Tony will be at our parish this Saturday.
- Father appointed both Katrina and Bola to stay on the committee. Father will need to let Katrina know who he is selecting as the nominating committee members and the election officers by May 1<sup>st</sup>, 2016. This year 2 members (Katrina and Bola) are appointed and 3 will be elected. This year, Nahla, Josephine and Tim's seats are up for re-election.

New Business

9) Grass Field Project (Katrina)

- This project will require 2 subcommittees: one to focus on the physical management of building the field and another to handle the fundraising and cost.
- We have received an estimate of \$70,000 to level the field, install a sprinkler system, and build a basketball area and playground in this project.
- This year's Walk-a-thon funds will go towards this project. So far we have been given \$14,000 from the same K of C chapter who kindly gave us money to purchase crucifixes for every classroom in our elementary school.
- Lorne and Bill will be asked to be members of both of these project subcommittees.

10) New Applicant Interviews (Katrina)

- A sign up was circulated to assist with the interviews on March 1-3, 2016.

11) Uniforms

- Tabled

12) Use of classrooms during non-school hours (Deborah)

- The Chinese and Vietnamese communities are aware that items are often reported as missing by the classroom teachers. The community leaders have been asked to remind their user groups to be respectful of being in the classrooms.

13) AGM (Katrina)

- The AGM will be in the gym this Thursday from 6-7pm. All PEC members are encouraged to attend.

In Camera

14) Adjournment & Closing Prayer

- ***Ann made a motion to adjourn the meeting. Nahla seconded it. All members voted in favour and the motion was passed.***

The next PEC meeting will be Tuesday, March 22, 2016 at 5pm.