

# SMES PEC Meeting Minutes

February 6, 2018

**Attendees:** Fr. Tran, Fr. Nixon, Deborah Welsh, Katrina Bellosillo, Jeanine Sallos, Nahla Palmer, Josephine Copon, Tim McKinnon, Tania Di Leillo

**Regrets:** Bola Fagbamiye, Cheryl Andres

## Faith Formation

### Review of previous meeting minutes ( October & November 2017)

The committee reviewed the minutes as distributed. Corrections were made and recorded.

*Tim moved the minutes be adopted as read. Josephine seconded. All in favour. Carried.*

**Policy Review:** CISVA Policy 114, 117 & 118. Distributed copies of all 3 policies for individual review. Focused on Policy 117: Education Committee Facilities & Maintenance Person - after reviewing and discussing the role, Tim agreed to take on the role.

## Reports

- Treasurer's Report (Nahla) see attached

Nahla presented the recent financial statements and noted the following:

Balance sheet: Inventory line represents the athletic wear items

Budget vs. Actual: CEF Grant has been received, 75% of special ed. grant received, December was a short operating month hence some of the expenses are less than usual.

*Tim moved the Treasurer's report be adopted as read. Josephine seconded. All in favour. Carried.*

- Events & Fundraising Report (Josephine) see attached

- Teacher's Report (Jeanine) see attached.

- Principal's Report (Deborah) see attached

- Pastor's Report (Fr. Tran)

Archbishop visit to the parish went well. Good meeting with different ministries at the parish.

### **New Business:**

Archbishop Visit - Deborah read a letter sent by the Archbishop.

AGM on Feb 22 - the committee discussed different ideas to encourage parents to attend the meeting. Deborah will contact Neat Uniforms and EduPac for gift certificates as door prizes.

The committee also agreed holding the February meeting on Feb 22 at 5pm.

### **Continuing Business:**

- Year-end Survey results- Josephine and Deborah shared the survey results and went over the details. There was a 13% response rate from the school community. See attached report.
- A/C in classrooms - The committee continued discussion on A/C. There was a discussion about the need for the equipment and who is responsible for the purchase since A/C is a capital cost. Since the parish is looking into purchasing A/C for the new building, Fr. Tran stated that the parish is able to pay for half of the A/C cost for the entire school.

*Josephine moved for the school to purchase the A/C at 50% subsidy from the parish and the purchase to be done with the parish purchase of the A/C for the new building. Tim seconded. 4 in favour, 1 opposed motion carried.*

### **In Camera**

### **Adjournment & Closing Prayer**

Nahla moved to adjourn the meeting. Josephine seconded. All in favour. Carried.

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