

Present: Chairperson, Dave Vela; Principal, Mrs. Kennedy; Monsignor Rossi; Treasurer, Lukas Hardjowasito; Secretary, Kerry Smith; Maintenance Coordinator, Marcus Juca; Fundraising Liaison, Maria Anicic; Parents Association, Susie Doiron

Regrets: Participation Coordinator, Tim Shein

Staff Representative: Mr. Cavaliere

The meeting was opened with prayer by Monsignor Rossi at 8:08 pm.

Review and Adoption of the Previous Minutes: Susie Doiron, seconded by Maria Anicic

Adoption of the Agenda: Marcus Juca, seconded by Susie Doiron

4. Business Arising from Previous Minutes:

4.1 Retreat:

The staff and PEC Retreat will be held on September 2, 2015 from 9:00am-3:00pm and on September 3rd, 9:00am until 2:00pm. Attendance is strongly encouraged.

4.2 Supervision:

Lengthy discussion around Mrs. Kennedy's concerns with the volunteer supervisors. It was decided that Supervision Category Manager will be contacted to review concerns. It may be necessary to increase the training time given to the volunteers and regular meetings between the manager and parents may be implemented. A mentor program may be established in order for more experienced supervisors to share their knowledge with the new volunteers. Regular spot checks may also be required to ensure the safety standards are maintained.

In an effort to maintain the safety of the students, a supervisor should be assigned to Holmes Street during morning drop off and afternoon pick up.

A minimum of three parent volunteers should be present during morning, recess and after school hours.

4.2: Participation:

Tim and Mrs. Kennedy have reviewed the roles and responsibilities of the category managers including the managers' requirement to submit their volunteers' hours monthly.

Discussion also included the possibility that the category managers would have to sign the family letters if there is a shortage of hours and that payment is needed. Any discrepancy in the hours would be directly between the volunteer and manager. Also discussed was the possibility of an on line hours submission and tracking system.

4.4. Uniform:

Kerry will represent the PEC on the newly formed Uniform Committee. The committee will meet over the summer to review the new school logo placement on clothing items and to ensure that the best standard of clothing is made available.

The new uniforms will be made available for purchase in September. A two year grandfather clause will be in effect for existing uniform items.

4.5 Technology:

Assistive computer technology has proven to be essential to support our special needs students. We have 40 students who will benefit from this technology but at present there are only 8 MAC books available and these are for the teachers to use with their projectors .

The technology committee will review the current contract with Apple and report back to Mrs. Kennedy

Discussion followed regarding the fundraising efforts required to lease 12 new MAC books and storage/mobility carts.

PEC decided that obtaining 12 new computers will be the main fundraising goal for 2015-2016.

5. Correspondence:

A Congratulations on Your Retirement card was sent to retiring CISVA Superintendent, Doug Lauson on behalf of the PEC.

6. Principal's Report: enclosed for review

Discussion also included the new school logo placement on the wall of the gym. It was decided that a graphics painting company may be contracted to paint the new logo.

7. Pastor's Report:

Monsignor stated his appreciation to Mrs. Kennedy, the staff and the PEC for their efforts this year.

Also, Monsignor Rossi expressed gratefulness to Father Nixon for his support and wished him well at his new Parish.

8. Treasurer's Report: budget was reviewed and enclosed

- Motions Passed

Motion moved by Susie, seconded by Lukas, to remove the Parish subsidy from existing budget.

Motion moved by Maria, seconded by Kerry, to dedicate the surplus from the 2014-2015 budget to the technology and special education.

9. Participation Coordinator's Report: absent

10. Maintenance Coordinator's Report: enclosed for review

11. Parent Association:

Susie presented the PA statements for review.

12. Fundraising Liaison Report:

Next meeting is anticipated to be early September. Date to be determined.

13. New Business:

13.1 Roles and Responsibilities:

The 2015-2016 PEC will be as follows:

- Chairperson: Tim Shein, moved by Susie, seconded by Lukas
- Vice Chairperson: Lukas Hardjowasito, moved by Kerry, seconded by Susie
- Treasurer: Lukas Hardjowasito, moved by Maria, seconded by Marcus
- Secretary: Kerry Smith, moved by Marcus, seconded by Susie

Assignments and Portfolios:

- Participation Coordinator: Marcus Juca (Maria to assist in transition to this role)
- Maintenance Coordinator: Dave Vela
- Parent's Association: Susie Doiron
- Fundraising Liaison and Chairperson of the Fundraising Committee: Maria Anicic

13.2. Grade 7 Farewell:

Discussion around the planning and budget of the event. Sincere thanks offered to the coordinators and volunteers for a wonderful evening.

14. In Camera: was held

