

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

**Staff Representative:** not present

**Regrets:** Tim Shein

1. Meeting was opened at by prayer by Monsignor Rossi at 8:04 pm.
2. Review and Adoption of previous minutes: Susie Doiron, seconded by Maria Anicic
3. Adoption of Agenda: Marcus Juca, seconded by Kerry Smith

**4. Business Arising from Previous Minutes:**

**4.1 Playground:**

Installation date set for April 18, 2015. There are 20 volunteers available and Chris Wise will coordinate the volunteers into specific crews and duties.

More bark mulch is needed to fill space from new retaining wall and aesthetics. Mrs. Kennedy can follow up with Habitat contact person for amount needed and the delivery schedule.

A non-stick coating will be put on the wood structures to maintain safety for the students.

Extra caution needed for awareness of the underground cable lines that may exist.

Chris Wise has evaluated the retaining wall and determined that some of the existing footing may be saved. He estimated that the improvement to the retaining wall will cost approximately \$3000.00 for materials, supplies and concrete mixer. The retaining wall maintenance will be completed prior to the playground installation.

It was also determined that the existing metal playground should be power washed and painted. Certa Pro Painters will supply the paint, and the washing and painting will be completed by parent volunteers.

**4.2 Storage Bin:**

Any preparation needed for the bin is suspended until the playground project is completed.

**4.3 School Logo**

The new school logo has been approved by Father Rossi and now sent to a graphic designer.

The new logo will be applied to stationary, the gym wall, the gym strip, but not the polo shirt. It may be applied to the sweater and vest at a later date. Students can continue to wear the existing logo until the new design is available.

#### **4.4 Re Registration**

It was noted that some parent information was missing and parents will have to be notified to supply needed information.

Discussion followed regarding possible changes to the dates and times of re registration. A final decision is tabled until the January 2016 meeting.

**5. Correspondence: none received**

**6. Principal's Report** (enclosed for review)

**7. Pastor's Report:**

Monsignor Rossi is in the process of reviewing the current Auction report and also noted that a new Walk a Thon coordinator is needed.

**8. Treasurer's Report: (enclosed for review)**

Feb report pending and will be available at next meeting.

The Enhancement Fund received 71 donations totalling \$12, 400.

Lukas to follow up with banking options on submitting remittance reports and will advise at next meeting.

**9. Participation Coordinator's Report (enclosed for review)**

Absent no report received

**10. Maintenance Coordinator's Report (enclosed for review)**

Lengthy discussion regarding the roof drainage near the corner of the gym. Access to this spot is preventing evaluation of the problem. Dave will get castors and supports for Don to access and investigate the drainage issue.

Mrs. Kennedy will follow up on the Early warning system activation and will report to the PEC on the system's status.

**11. Parent's Association Report:**

Archangel Cup will be held at Moody Park Arena on April 10<sup>th</sup> with 5 schools participating this year.

Fun Day preparations are under way.

**12. Fundraising Liaison Report: (enclosed for review)**

**Mrs. Kennedy will send out a simple survey to parents requesting their input on if they wish to remain with World's Finest chocolate or if they wish to go with Purdy's.**

**New Category managers are needed in some areas and advertising for these positions will begin immediately. The category managers will be required to attend monthly meetings with the Participation Coordinator.**

**Technology improvements will be the target of the chocolate sales this year.**

**May 3<sup>rd</sup> is set for the Playground Grand Opening and Chris Lee will coordinate a Talent Show for this date as well.**

**Lengthy discussion around the option of a family plaque or similar, to be purchased at the Auction and displayed for the year on the playground structure. The donation value and space availability were main concerns with this option. Maria will discuss further with the Auction Committee.**

### **13. New Business**

#### **13.1 PEC Elections**

**Kerry and Lukas will seek re-election in May.**

**Lengthy discussion followed regarding changes to current members' portfolios, encouraging new candidates and necessity of the mentorship process.**

#### **13.2 Instructional Hours:**

**Long discussion around required instructional hours and its effects on dismissal times.**

#### **13.3 SEA Contracts**

**The staff was informed and all existing SEAS are aware of permanent contracts based on funding. There is new paper work requirements for SEAS to complete for their benefit packages.**

### **14. In Camera:**

**Was held**

**Next meeting: April 28<sup>th</sup>, 2015 following the 730 Mass.**

