

Present: Chairperson, Dave Vela; Principal Kennedy; Monsignor Rossi; Parents Association, Susie Doiron; Fundraising Committee Liaison, Maria Anicic; Secretary, Kerry Smith; Participation Co-ordinator, Tim Shein; Maintenance Co-ordinator, Marcus Juca; Treasurer, Lukas Hardjowasito; Father Nixon

Staff Representative: Miss Kools

Regrets: Tim Shein

1. Meeting was opened at by prayer by Monsignor Rossi at 8:07 pm
2. Review and Adoption of previous minutes:
3. Adoption of Agenda: Marcus Juca, seconded by Lukas Hardjowasito

4. Business Arising from Previous Minutes:

4.1: Storage Bin and Site Preparation:

Retaining wall construction and installation of the drainage pipes will begin this weekend, with Mr. Wise and Mr. Blasiak leading the project. A Bob Cat will be rented and brought in to remove the pea gravel and level the surface, later in the week. Mr. Patzer may operate the machine. The storage bin will arrive after the pea gravel is removed and the surface is leveled.

4.2: Playground:

Playground design layouts were viewed from two suppliers, Habitat and Rec Tec.

Lengthy discussion followed, including the integrity of the existing retaining wall.

PEC has decided that Habitat will be granted the contract and that any decision regarding the retaining wall will be deferred at this time. The removal of the old playground structure will be volunteer lead with a bin rented to haul away the materials.

Habitat will be informed of the contract on December 1, 2014 and the installation of the new playground will commence in April 2015.

4.3: Seismic and Early Warning System:

Our device is still off line, and service to the system is pending.

4.4: Cheques- Automatic Withdrawal:

Lukas is looking into automatic cheque withdrawal options for tuition and other school payment transactions for parents to use. Lukas will confirm all this information and present the details at our next meeting. We will try and have something prepared for the AGM.

4.5: Security Cameras:

Susie has confirmed that the proposal for security cameras will be compatible with the existing security system the school has with Orca Security.

Lengthy discussion followed and the PEC determined that a second quote for security cameras should be provided for comparison. Susie will request a quote from Orca.

Any decision on security cameras will be deferred to after the storage bin is in place.

5. Correspondence:

6. Principal's Report: enclosed for review

7. Pastor's Report:

Monsignor Rossi attended a recent meeting of the Pastors and CISVA Superintendents. Among the issues discussed were the Dysphoria Policy and Harassment Policy.

Monsignor Rossi is anticipating staff and student participation for the Feast of the Immaculate Conception on December 8, 2014. The School Mass will be at 9:00 am and an additional Parish Mass will be at 7:30 pm.

8. Treasurer's Report: enclosed for review

9. Participation Coordinator's Report: enclosed for review

Dave will speak with Tim to determine if there are any outstanding invoices for parents with insufficient participation hours from last year.

10. Maintenance Coordinator's Report: enclosed for review

11. Parent Association:

Tickets are still available for December 1st Craft Night.

The PA will host a Staff Luncheon on December 10th, 2014.

The PA is actively seeking new members. Please speak to Susie or any other existing PA member if you are interested.

12. Fundraising Committee Liaison: report enclosed

The Auction Committee asked for the PEC's support in offering incentives for parents to donate to the Auction as early as possible.

Lengthy discussion followed and the PEC decided that an enticing incentive would be to offer Reserved Parking spots, for donations of \$100.00 or more and 2 Reserved Seats at this year's Christmas concert for families who donate \$100.00 or more (Space is limited). Donations can be made immediately. Specifics about this offer will be posted in this week's school newsletter.

12. **Fundraising Liaison:** enclosed for review

13. **New Business**

13.1: General Meeting – Set a Date:

PEC meeting will move to Feb 24, 2015 and the AGM will be held on Feb 26 2015.

13.2: Registration Packages:

Packages will be returned on March 10th and 11th, 2015.

13.3: Open House – January 15, 2015

PEC members attending the Open House will be Lukas, Susie, Maria and Kerry. Their children also encouraged to attend to hand out brochures and welcome new families.

13.4: Hiring Committee:

Maria, Susie and Monsignor Rossi will be available for the hiring committee to fill Mrs. Tantonco's maternity leave.

13.5 Snow Removal:

A contractor needs to be negotiated to service the school's parking lot in the event of snow. Dave and Maria will follow up on this issue and report at next meeting.

13.6 Third Party Contracts:

CISVA Insurance policy states that all third party contracts need to be reviewed by CISVA for suitability and only Father Rossi can sign a contract with a third party.

13.7 Auction Participation Hours:

As discussed in the Fundraising report enclosed.

14. In Camera: was held

NEXT MEETING WILL BE JANUARY 27, 2015 FOLLOWING THE 730 MASS.

Meeting concluded with closing prayer by Monsignor Rossi at 10:00 pm

