

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

**Staff Representative:** Mr Da Silva

**Regrets:** Tim Shein, Marcus Juca, Father D'Silva

1. Meeting was opened at by prayer by Monsignor Rossi at 810 pm
2. Review and Adoption of previous minutes: Lukas Hardjowasito, seconded by, Maria Anicic
3. Adoption of Agenda: Kerry Smith, seconded by, Susie Doiron

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

**4.1: Education Leadership**

PEC members attending were Maria, Lukas, Marcus and Tim. Overall impression was that the event was valuable in connecting with other committees as well as inspirational remarks from the Archbishop. Our members stated that they benefitted also from the afternoon breakout sessions that were specific to the responsibilities of committee members and role of the PEC chairperson.

**4.2: Storage Bin and Site Preparation:**

Please see Maintenance Coordinator's Report.

Dave has confirmed that the bin has been purchased and the trenching machinery is available.

**4.3: Playground**

Please refer to the Participation Coordinator's report for full details.

Suggested amendments were made by the playground reps regarding the design and usefulness of the structures.

All 3 quotes are similar and based on volunteer demolition.

A certified site supervisor would be provided by the selected company to be on site during the volunteer driven installation.

**4.4: Seismic Early Warning System:**

The installation is complete at our school. A test of the system will be conducted once all neighbouring schools have their systems installed.

## **5. Correspondence:**

### 5.1 PEC Professional Development

Committee members are invited to CISVA lead committee development meetings. There are two available dates to attend:

Wednesday, November 12/14 7pm-9pm at St Francis de Sales

Wednesday January 28/15 7pm-9pm at St Matthews School

Members are invited to self-register on the CISVA website.

## **6. Principal's Report:**

Enclosed for **review**.

## **7. Pastor's Report:**

A well-rested Monsignor Rossi spoke regarding the CISVA Board's suggestion that committee members spend 15-20 minutes on self-reflection and prayer prior to each meeting. As Mass is offered prior to each meeting, our committee is meeting CISVA requirements.

## **8. Treasurer's Report:**

Budget is due October 31, 2014.

*Motion to take the surplus funds (\$25,000) from the 2013-14 year and put toward 2014-15 (\$21,849) equipment fund. Motion passed by Dave and Lukas.*

## **9. Participation Coordinator's Report:**

Enclosed for review

## **10. Maintenance Coordinator's Report:**

Enclosed for review

## **11. Parents Association:**

Craft night tickets go on sale Monday. Craft Night will be held on Monday December 1<sup>st</sup>, hosted by Garden Works, offering a choice of 2 craft options.

## **12. Fundraising Liaison Committee:**

Auction Committee is formed with Mrs Rubino as chairperson. Auction committee has an available amount of volunteers to date.

Monsignor Rossi spoke to the importance of all fundraising committee members attending each meeting to ensure that all relevant information and experiences are shared for the benefit of the committee and all fundraising endeavors.

Discussion around the Fundraising Committee secretary distributing the minutes in a timely manner to ensure roles and responsibilities of each subcommittee are understood, and effective actions are in process.

### **13. New Business**

#### **13.1 Security Cameras:**

In order to keep the school grounds safe and secure and to discourage loiterers, a quote from Ramos Pro Audio was received, for the installation of security cameras, to provide recorded surveillance of the area behind the gym and the fenced area bordering the Carver School grounds.

After lengthy discussion, it was decided that further information is needed regarding the placement of the cameras, infra-red relays and compatibilities with ORCA securities.

Susie will follow up with Ramos Pro Audio and report at next meeting.

#### **13.2 Uniform Store:**

A request was received from the Uniform store volunteers to change the day of the volunteer staffed store from the first Monday of the month, to the first Friday of the month.

The PEC has decided that the Uniform Store can be held on the first Friday of the month from 3:00pm-3:30pm, on a three month trial basis. This request will be re-reviewed after 3 months, based on feedback from staff, parents and volunteers.

### **14. In Camera: was held**

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

**NEXT MEETING WILL BE NOVEMBER 25/14 FOLLOWING THE 7:30 MASS**

