

# ST MICHAEL'S PEC MEETING MINUETS

OCT 22, 2013

**Present:** Chairperson, Dave Vela; Principal, Mrs. Kennedy; Treasurer, Gayle McConnell; Secretary, Kerry Smith; Participation Co-ordinator, Tim Shein; Parents' Association, Susie Doiron; Maintenance Co-ordinator, Marcus Juca; Fundraising Liaison, Maria Anicic, Ad Hoc Member, Lukas Hardjowasito, Father Nixon Da Silva

**Regrets:** Monsignor Rossi

**Teacher Representative:** Absent

Meeting called to order with opening prayer by Father Nixon at 8:15 pm

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

**Adoption of Agenda:** Tim Shein, seconded by Marcus Juca

**Business Arising from Previous Minutes:**

#### 4.1 Leadership Conference

St Michael's was not represented this year

#### 4.2 Playground Surface

Discussed removing the pea gravel and replacing with wood chips or a rubber surface in order to keep the playground surface safe and tidy.

Mrs. Kennedy requested estimates from local companies specializing in this scope of work but the estimates are cost prohibitive. The most cost effective was wood chips. Discussion continued to hosting a parent run work bee to shovel the gravel and have it either sold or trucked away permanently. Mrs. Kennedy will confirm the availability of a dump truck, and set a date for the project shortly.

#### 4.3 Line Painting

Estimate from Coast Line Painting accepted. Kerry will confirm with the company and a date for the project will be set by Mrs. Kennedy and Father Rossi in accordance with school and Parish schedules. The project ideally completed in an 8 hours, on a Saturday when the lots are vacant. The ground must be dry for the paint to be applied.

**Correspondence;** nothing to report

**Principal's Report:** enclosed for review

**Treasurer's Report:** Budget reviewed and enclosed

**Pastor's Report:** absent

**Participation Coordinator's Report:**

Outstanding hours in arrears are in process of being collected

Category Managers' Meeting recently held with no issues identified

New Participation Hours Program will be tested and installed on the SM server to be accessed by Mrs. Hunt and Mrs. Anicic

Sincere thanks to Mr. Hughes for all his hard work in getting the new program operational

Tech Committee met with several new members showing great promise for designing a tech plan for our school

**Maintenance Coordinator's Report:**

Don reports operations running smoothly.

Royal City Fire due for inspection and any necessary repairs

Don has built garbage/recycling organizers for each classroom

**Parent Association:**

A request for new members placed in the newsletter

**Fundraising Liaison Report:** enclosed for review

**New Business:**

13.1 Technology Committee Meeting

13 members in attendance, all qualified and enthusiastic

Sub committees to be formed to:

Survey parents on the website as it is and any thoughts on improvement

Survey staff for their input as well

The above data will be collected and directly affect the changes to the website

A Steering Committee, headed by Mrs. Kennedy will ensure the mission is fulfilled

13.2 Board of Directors' Annual General Meeting

Will be held on November 5, 2013 and will be attended by Tim Shein.

Invitation also extended to Father Da Silva

13.3 Early Warning System- Earthquake

All CISVA schools will be required to have an Early Warning System installed. The cost will be \$27,000 plus tax.

#### 13.4 Property Tax

A newspaper article was circulated regarding Catholic School properties subjected to municipal property tax.

**In Camera:** not held

**NEXT MEETING TUESDAY NOVEMBER 26, 2013 at 8PM**