

Amended: 9-19-07

Our Lady of Fatima education committee meeting

August 20, 2007

Minutes

Present: Maria Anzulovich, Rob Wood, Father Tepoorten, Linda Masi, Patrick Nam, Dave Henry, Karen Aimar, Dave Leyh, Kevin Park (recorder)

Absent: Tim Provenzano

Meeting called to order at 1919 hours.

1.0 Opening prayer led by Father Tepoorten

2.0 Approval of agenda:

- motioned by Patrick Nam and seconded by Dave Leyh.
- all in favor, motion carried.

3.0 Approval of minutes of June 15, 2007:

- Modify 6.1 (to be redrafted by Karen Aimar).
- Motioned by Karen to redraft the 6.1 and to review at next PEC meeting and seconded by Patrick Nam.
- All in favor, motion carried.

4.0 Business arising from minutes:

- none

5.0 Reports:

5.1 Principal (Rob Wood)

- Utility bills for OLF are in-line with other schools. Will have a report for Dave.

5.2 Vice-principal (Maria Anzulovich)

- in closed minutes.

5.3 Maintenance (Patrick Nam)

- Playground update. Play structure is to be installed by Habitat company and the supervisor has outlined a strict schedule.
- Pea gravel in place of previous equipment needs to be removed by Saturday (August 25th, 2007). Removal will commence on Thursday

(August 23rd, 2007). Need volunteers and will consider using a Bobcat loader for the job.

- The new play structure will arrive on Friday (August 24th, 2007)
- Play structure is to be assembled very early on Saturday (August 24th, 2007) and positioned in place. Post holes will need to be dug and in place by 2pm. Ready mix cement is scheduled to be delivered at 2pm. The cost is well below what was allocated and the cost includes 50 minutes to unload the cement. Any extra time will be charged at a rate of \$1.50/min (\$90/hr).
- Also will need substantial number of volunteers for Saturday.
- Some school windows were broken over the Summer vacation. These windows were not boarded up since they lacked bolts. Will look into installing bolts.
- AC installation almost finished; needs to be weather proofed.
- Music portable carpet replacement being considered. In addition, will look into area rug, area carpet, or area tile options.

5.4 Parent participation (Linda Masi)

- Deposits to four families not returned.
- More retainers needed as more families are non-participating.
- More details regarding participation will be outlined in new forms.
- The cut-off date for parent participation hours will be June 25th.
- Parking lot supervision needs to be addressed. An option is to make every family do one shift for parking lot supervision. This would be in addition to the 30 hours of parent participation hours required. Will look into this further.
- Need to reiterate 5 hour cap for non-school related parish service hours.
- Catering and Welcoming committee to be headed by Sharon Powersmith and Maria Belmonte.
- Requests kitchen clean-up as a part of work bee duty.
- Catering committee will monitor food brought to school sponsored functions (carnival, literacy week event etc).
- Look into obtaining food safety certification for those individuals handling food at school functions.

5.5 Financial (Dave Henry)

- End of the year costs in-line with the budget

5.6 Pastor (Fr. Tepoorten)

- Currently in the process of filling 2 teaching positions available at Archbishop Carney Secondary

- Archbishop Miller arrives Tues. Welcome mass will be held the same day.

6.0 New business

6.1 Playground

- on track, as is mentioned in 5.3

6.2 Bullying policy

- Dave Leyh has proposed revisiting OLF anti-bullying policy
- The policy as laid out in the handbook is sufficient.
- Will consider having either a workshop or an assembly to address ways and means of empowering the kids that are targeted by bullies.
- Karen has indicated that she will address this issue in more detail.

7.0 Correspondence

7.1 Letter to Karen and Rob from a concerned parent regarding communication and other issues

- Karen will respond appropriately to the letter and will update PEC at our next meeting

8.0 Closing prayer by Fr. Tepoorten.