

Amended: October 17<sup>th</sup>, 2007

Our Lady of Fatima education committee meeting  
September 19, 2007

Minutes

Present: Maria Anzulovich, Rob Wood, Linda Masi, Patrick Nam, Dave Henry, Karen Aimar, Mme Viola (Pre-K), Kevin Park (recorder)

Absent: Father Tepoorten, Dave Leyh

Meeting called to order at 7:08pm.

1.0 Opening prayer led by Tim Provenzano.

2.0 Approval of agenda:

- Motioned by Patrick Nam and seconded by Tim Provenzano.
- All in favor, motion carried.

3.0 Approval of minutes of August 20, 2007:

- Modified 5.4 (added last name for Maria Belmonte).
- Motioned by Tim Provenzano and seconded by Patrick Nam.
- All in favor, motion carried.

4.0 Business arising from minutes:

- Bullying policy in handbook to be posted on OLF school website.

5.0 Reports:

5.1 Principal (Mr. Wood)

- 60<sup>th</sup> anniversary celebration on September 27<sup>th</sup> and 28<sup>th</sup> (Thursday and Friday).
- BBQ by the Knights on Thursday evening.
- On Friday, morning mass will be followed by open house. Kids' activities will be planned for the afternoon.
- Will look into obtaining food donations (Thrifty? Safeway?).
- Chairs and desks in the classrooms are scuffing up the floors. Will try out new casters (\$1/each) in two classes to test their effectiveness in minimizing or preventing scuff marks.
- Christmas concert: new music teacher will be working out the details regarding format, theme, etc. Will provide an update in the future when more concrete details are established.
- Laser master available.
- Office temp is working out very well.

5.2 Vice-principal (Mrs. Anzulovich)

- Extra-curricular activities:

1. 2 girls' soccer teams.
  2. 5,6, and 7 boys in intramural volleyball.
- Pro-D day: numerous conferences available for the teachers.
  - New parents are confused regarding parent participation and are unsure about whom to approach. May need to have an orientation for new parents.
  - On dry days, the amount of dust kicked up in the playground is immense. Should look into minimizing the dust as it is a likely health issue for the kids.
  - Numerous balls and frisbees on the roof. Patrick will look into retrieving them.
  - Kids are coming into school less prepared (language acquisition, learning behaviour, etc.), than in the past. A greater number of students per class now require adaptations to their learning program. Being a dual stream school, this can be further complicated by students who are having difficulty in the French stream being transferred to the English stream.
  - Number of kids moving from French to English stream is further taxing the teachers. Primary education structure for French and English streams are very different. Early years in French stream must focus on language acquisition. Early emergent reading and writing are emphasized in English stream. Transitions in midstream are taxing on the teachers and the students. In many of our English classrooms class composition is an issue, and in those classrooms we can not transfer any more students from French to English. Will address these concerns to parents of students who are enrolling in the French program so that they are aware that transferring is not always an option.

### 5.3 Maintenance (Patrick Nam)

- Playset is fully assembled.
- Will look into getting a maintenance contract for the “donut” play structure.
- Will look into obtaining more pea gravel for the playground.
- Don will look into acquiring a steam cleaner for school for future carpet cleaning.
- Music room: rug on top of existing carpet is not a feasible option. Moisture will likely be retained in the bottom layer. Will consider pulling up the old carpet and putting down linoleum floor. May consider putting down an area rug on top of the linoleum flooring.
- Request that a quote be obtained for fence to fill in the gaps in the existing fence surrounding the school yard.

### 5.4 Parent participation (Linda Masi)

- Parent participation hours have been reconciled with Rosalee.
- Coordinators all have their list with the exception of parking lot duty.
- To minimize parking lot chaos on rainy days, propose opening the door to school earlier on rainy days. Currently, parents are dropping the kids off around 8:50am causing a huge traffic backup. This is also causing treacherous conditions for parents and kids in the parking lot. If the new plan is implemented, parent volunteers (minimum of 2 per building) in addition to grade 7 students will be monitoring the kids in class. Allowing the kids to enter school early will also minimize hallway congestion. Changes are not necessary

for kindergarten as they have a covered area by the entrance. Mr. Wood welcomes the idea and will present it to the teachers at the next staff meeting.

- Propose putting a barrier in the pick-up area after the morning bell until after the dismissal bell to deter some parents from parking in the pick-up zone before the dismissal. Patrick will coordinate with morning and afternoon parking lot duty parents to implement this.
- For walkathon volunteers, will leave it up to teachers to decide how many parent supervisors are assigned to their class. Parents will not be dissuaded from walking but parent participation hours will not be given without teacher approval.
- Need to follow up on food safe certification/guideline for hotdog days.
- Uniform coordinators will receive 15 hours for uniform check. Uniform guidelines will be addressed by Mr. Wood at the next staff meeting.
- Linda will look into any outstanding clothing orders.
- Will inform parents of primary and kindergarten students where to go for issues regarding parent participation.
- Will provide parents in detail how the money from fundraising has been and will be spent (to be prepared by Mr. Wood).

#### 5.5 Financial (Dave Henry)

- Finance in-line. No major updates.
- End of the year financial statement to be submitted to CISVA around second week of October.
- John Pavich will be invited to attend our next PEC meeting scheduled for Oct 17.

#### 6.0 New business

- 6.1 60<sup>th</sup> anniversary BBQ is a fundraiser for more playground equipment and the price reflects it.
- 6.2 Vests with Fatima logo are available for purchase by parents or students. The money will go toward school services.
- 6.3 Communicate to the parents where the money from fundraisers is going.
  - The leak in the ground along the pathway between the church and school will be examined.

#### 7.0 Closing prayer by Tim Provenzano.

Meeting adjourned at 9:20pm.

(Tentative) Next meeting: October 17<sup>th</sup>, 2007 at 7pm in the staff lounge.