

Our Lady of Fatima education committee meeting
Approved - Minutes for March 12th, 2008

Present: Tim Provenzano, Dan Smith, Patrick Nam, Karen Aimar, Maria Anzulovich, Rob Wood, Nicole Legal, Kevin Park (recorder)

Absent: Fr. Tepoorten, Linda Masi, David Henry

Meeting called to order at 7:10pm.

1.0 Opening prayer led by Tim Provenzano.

2.0 Approval of agendas:

- No new agendas
- Motioned by Tim Provenzano and seconded by Patrick Nam.
- All in favour, motion carried.

3.0 Approval of the minutes from February 13th, 2008 meeting:

- No approval due to lack of quorum. Will be revisited at our next scheduled meeting (April 9th, 2008)

4.0 Business arising from minutes:

- Regarding families of children that are persistently picked up late after school: OLF handbook clearly states after school policy (hours during which the children are supervised). Karen Aimar will send letters to those parents informing them that continual breaking the OLF guidelines is a grounds for dismissal from OLF.
- Classroom mopping schedule has not been looked into yet.

5.0 Reports:

5.1 Principal (Rob Wood)

- FSA is done. The handwritten portions are marked and the results will be in the mail.
- Grade 6 boys basketball team coached by Mr. Bouchier will be playing in the finals.
- School re-registration forms are sent out, which are due next Monday (march 17th).
- Air quality issue for pre-K/KF/KE has been examined by an air quality testing company (Modern System Management). The assessment of air quality has indicated poor ventilation in the problem area. CO2 readings for the areas were as follows: library-780ppm; KF-980ppm; KE-960ppm (<750ppm is considered acceptable). Air flows for the areas were as follows: pre-K-700cfm; pre-K(2nd room)-530cfm; library-540cfm; KF-65cfm; KE-0cfm. These readings are again all very low. Following upgrades are suggested to rectify the problem – new ducting, air grills, fan system, motor-upgrade, sound proofing, and time clock.

Inspection of the old heating system also revealed various safety issues (safety controls; copper piping, safety controls). Currently CO detectors are placed around the heating system as a safety measure. The recommendations will be presented to Fr. Teпоorten for review since Fatima Centre is a parish building.

5.2 Vice-principal

Nicole Legal

- French Immersion Week: week long events to celebrate French program at OLF. Some of the highlights of the week were themed hot lunch (café du Fatima), presentations by classes and French school mass.
- Literacy week (April 14th-18th): This is geared more towards the English program. Librarians, authors, etc. are being invited. We will also have a family night this year.

Maria Anzulovich

- Kindergarten registration is complete. 25 students per class (KF and KE) have been accepted. There are currently 17 students (KE) and 8 students (KF) on wait list. The registered students are mostly younger siblings; some are from other parishes as well – it is worthy to note that our programs are highly in demand.

5.3 Maintenance (Patrick Nam)

- Pre-sign-up for WorkBee was a success. This prevented a large turn out for a limited number of jobs.
- Track season starts in April and some of the track areas, such as long jump areas, will be requiring more sand.
- More pea-gravel is needed for the playground area. We likely need approximately 20 yards for both north and south playgrounds. Since WorkBee falls during spring break, someone needs to be around to accept the gravel shipment on Friday – Rob will be around to accept the shipment.
- At a last WorkBee, parents mopped the classrooms. Teachers really appreciated it. Should maintenance continue this? How much of it are janitorial duties? Will be looking into this.
- A new Rug Doctor (professional grade) has been purchased for a cost of \$983. This includes 5-year warranty and \$100 of cleaning supplies. We will also be receiving discounts on future cleaning agents from the vendor.
- At the last WorkBee, a volunteer raised a question regarding legality associated with any injury sustained at WorkBee. Rob will check the school insurance policy.
- School needs power washing in the future. Perhaps look into renting a lift for washing high areas.
- Inadequate cooling in the computer lab is a concern. There is an AC in the room. However, with 30 computers it is insufficient. We should look into improving cooling/air circulation in this room to lengthen the life of computers in the lab.
- Patrick has obtained publication *Indoor Air Quality – Tools for School Action Kit for Canadian Schools* from Health Canada. We are hoping to have all positions filled for IAQ team. The manual provides checklist to improve air

quality. Also provides dust control programs. Dust is a big issue at school. WorkBee currently does dusting each month but maybe inadequate? To minimizing dust at school, consider replacing washable pre-filters with disposable filters for ventilation system.

- In-door water quality → due to the age of the building it is unclear what was used for water lines. We are currently considering installation of in-line water filters for drinking fountains. As a first step we will have the water quality tested.

5.4 Parent participation (presented by Karen Aimar)

- Currently working with families that have less than optimal hours.

5.5 Financial (presented by Karen Aimar)

- On-track.

5.6 Pastor (Fr. Tepoorten – not present)

- No report

6.0 New business

- Wear pink “anti-bullying day”. Patrick felt that school did not have sufficiently advanced notice. Rob has indicated that this issue was adequately addressed by teachers in class.
- Carnaval parent participation hours: Linda Masi has put out a list outlining what is acceptable for obtaining hours. No parent participation hours will be given for donations. Also there will be a parent participation hour cap for candy jars and baked goods.

6.1 Correspondence

- Correspondence received from Michelle Pielak. She was concerned that French and English classes are attending separate assemblies. She feels that the students can benefit by integration. She is especially concerned since she has one student in French and another in English. Her child in English class would like to attend special events during French Immersion Week to see his sister but was told that he could not.

-Response: Students in the English program can attend the assembly if they desire – they are not excluded. The one hour presentation is exclusively in French and many of the students in English program chose not to attend. Karen will send an appropriate response to Michelle.

7.0 Closing prayer by Tim Provenzano

Meeting adjourned at 10:30pm.

Next meeting: April 9th, 2008 at 7:00pm in the staff lounge.