

Our Lady of Fatima Education Committee Meeting

FINAL Minutes for May 12, 2010

Present: Fernando Vicente, Marisa Ruggier-Andrews, Maria Anzulovich, Gordon Lemaire, Nicole Legal, Father Tepoorten, Maria Katsionis.

Regrets: Janet Tng, Dan Smith, Dan Vasicek,

Recorder: Martin Mroz

Guest: John Pavich (accountant)

Meeting called to order at 7:13 pm.

1.0 Opening prayer by Father Tepoorten.

2.0 Approval of Agenda

- Finance and budget conversations moved to the top so as John can leave sooner.
- Motion to accept the agenda as amended – Gordon
- Motion seconded – Marisa
- Motion carried.

3.0 Financial Report

- Financials statements were distributed.
- Marisa walked the PEC through the reports.

4.0 Preliminary Budget discussion

- Preliminary budget reviewed line by line.
- We have a fairly conservative budget for next year (10/11), based upon the budget for this year (09/10).
- Some expenses may be smaller, such as telephones.
- Some expenses may be greater, such as teaching supplies and substitutes. OLF used more substitutes over the past year due to bad flu season and arrangement of professional days. It was planned for and in next years budget it will drop back to normal. About 15 substitute days a month were used for substitutes. OLF tracks how they were used. Maria K will provide the information on how substitutes are used as she thinks more are needed for next year. Teachers can get 3 discretionary days.
- Motion to accept the preliminary budget as amended – Martin
- Motion seconded – Gordon
- Motion carried.

Action items:

- Maria K to provide information on how substitutes were used for the last year

5.0 Principal report

- Thanks to the PEC for approving the finances for the Mother's day tea. It was very successful and very well received. Father thanks all the staff for all their hard work in making it a success.

6.0 Other items

- Motion to approve Adrian's invoice. - Gordon

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- Motion seconded. - Marisa
- Motion carried.

- This is our last meeting as the current PEC. Nominations need to go out next week. We will change the next meeting is June 10th.

- Father wants to have a staff recognition event. He will ask the staff. June 24th or June 25th.
- PEC recognizes Cheyanne Brinson for all his recent help and contributions to the school and community.

- Motion to table the rest of the agenda. – Marisa
- Seconded - Fernando
- Motion carried.

7.0 Closing Prayer by Father Tepoorten (10:20 pm)

- Meeting adjourned. Next meeting is on June 10th 2010 at 7pm in the School Staff Room.