

Our Lady of Fatima Education Committee Meeting

Minutes for June 8, 2011

Present: Fernando Vicente, Dan Vasicek, Gordon Lemaire, Nicole Legal, Maria Katsionis, Maria Anzulovich, Father Tepoorten, Marisa Ruggier-Andrews, Janet Tng and Dan Smith

Guests: Father Patrick Chisholm, Mary Abraham, Brian Eve and Lori Smigel

Recorder: Lisa Morandin

Meeting called to order at 7:06pm

1.0 Opening prayer by Father Tepoorten.

2.0 Approval of Agenda

- Motion to accept the agenda– Gordon
- Motion seconded – Marisa
- Motion carried

3.0 Approval of May 11, 2011 Minutes

- Motion to accept the minutes as amended – Gordon
- Motion seconded – Dan V.
- Motion carried

Action:

- Lisa to have minutes amended and posted to website

4.0 Old Business

- **International Students**

Maria K will investigate with other Principal's who accept International Students and will provide feedback as to how the program operates. Maria K and Lisa will also try to set up a meeting with Lisa Williamson so Maria K can be given an overview of the program.

- **Parent Participation Program**

The PPH subcommittee had a meeting with some of the committee coordinators to discuss some of the issues and concerns they face. The subcommittee will review the concerns and work on recommendations of improving the PPH program. The recommendations for change will be brought forward at a future PEC meeting for ratification.

- **Exit Interview Survey**

The subcommittee agreed with the CISVA template and kept the format but added one item for the family to request to be contacted and by whom (principal, pastor or education committee) if they have any further concerns or comments. The exit

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interview survey will be presented by the Office Manager to the family at the time when they advise us they are leaving.

- Motion to accept the exit interview survey for families leaving the school as amended and to be used effective immediately – Gordon
- Motion seconded – Dan S
- Motion carried

- **Criminal Record Check Policy**

Currently the school policy is to have all parent volunteers renew their criminal record check (CRC) each year. There is sometimes a delay of up to a few months for the CRC. This sometimes results in a shortage of eligible parent volunteers for some of the school activities.

- Motion to change the CRC frequency for all volunteers from one year to two years effective September 2011 – Dan V.
- Motion seconded – Marisa
- Motion carried

- **Welcoming New Families**

Fernando will create a letter to go out in August with the Kindergarten letter to welcome the new families and introduce them to the PPH program. The letter will provide information on the various committees as well as coordinator information. New families will be welcomed to come to the first day of school to sign up for the various committees.

5.0 Financial Report

Finances are in order.

6.0 Maintenance Report

May's workbee was very successful with a big turn out and lots of year end jobs were completed. There will be some maintenance needed during the summer break including: the windows boarded up, the washrooms in Fatima Centre tiled and the lawn cut.

7.0 Parent Participation

To date there are 49 families who have not completed their 30 hours. These families will be contacted by members of the PEC and payment for the incomplete hours will be expected.

8.0 Chair Report

- The back to school barbeque is planned for either September 9th or 16th. Families will be asked to make a donation to help cover the cost of the food.
- A planning meeting will be scheduled for the fall. This meetings agenda will focus on brainstorming ways to increase the school's revenue.
- Gifts are being planned for the staff not returning next year; Serena Lachlan and Kristina Hayes,

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9.0 Principal's Report

- The school has encountered an outbreak of lice. A letter was sent home to families to be vigilant in checking their children's hair. Plastic bags have been supplied to all children to put their coats and sweaters in them while at school to prevent the spread of lice.
- Confirmation was held on June 2nd. It was a beautiful service and the children did really well.
- The spring concert for band will be on June 9th.

10.0 Vice Principal's Report

- Verbathon was this month and 2 out of the 3 Fatima teams came in first.
- A Quebec TV show that focuses on various Francophone villages across Canada will be doing a segment on Maillardville. Some of our Fatima students will be involved with the show. This is a great opportunity for the children to see how a TV program is made.
- Fun Day is this week with the theme for this year being ``A Royal Fun Day``.
- The children will be focusing on their writing skills again next week by creating a piece of work and comparing it to something similar they wrote back in September.
- The CISVA Track meet was this week. The school came in 5th overall with the boy's team coming in 2nd overall.

11.0 Pastor's Report

- The Kindergarten stairwell and the school's front stairs need painting
- The washrooms in the Fatima Centre will be tiled this summer.
- The Santa Cruzan raised \$8000 for tuition assistance

Final Prayer

Meeting Adjourned 10:06pm