

## **Our Lady of Fatima Education Committee Meeting**

Minutes for September 14, 2011

**Present:** Fernando Vicente, Dan Vasicek, Gordon Lemaire, Brian Eve, Lori Smigel, Lisa Morandin, Nicole Legal, Maria Katsionis, Maria Anzulovich, Father Chisholm

**Recorder:** Mary Abraham

**Meeting called to order at 7:09pm**

### **1.0 Opening prayer by Father Chisholm**

### **2.0 Approval of Agenda**

- Motion to accept the agenda as amended – Lisa
- Motion seconded -Gordon
- Motion carried

### **3.0 Approval of August 24, 2011 Minutes**

- Motion to accept the minutes as amended –Lisa
- Motion seconded – Dan
- Motion carried

#### **Action**

- Mary will amend the minutes and send it via email for approval by all members

### **4.0 Canopy Repair**

- Canopy over main door of the school has to be repaired. Dan got a quote from Nortec Steel to repair it. The expert's opinion is that the canopy was not safely attached to the building and needs legs for support.

#### **Action**

- Motion to have Nortec Steel repair the canopy adding the support legs – Brian
- Motion seconded - Lisa
- Motion carried

### **5.0 Carpet replacements**

- 8 area rugs of various dimensions need to be replaced. 2 of the original rugs had been 13'2"x9'10", but 12'x10' rugs would be significantly cheaper.

#### **Action**

- Motion to go ahead to purchase the 8 area rugs with altered dimensions - Dan
- Motion seconded - Gordon
- Motion Carried

### **6.0 Old Business**

#### **6.1 International Students**

- Maria K met with Lisa Williamson and 2 ladies from Mexico and Irene from Saint Patrick's, Maple Ridge
- Each student from Mexico can bring in \$9000 per year to the school

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- The agency can arrange home-stay for the children,
- The home-stay parent is responsible for child
- If there are problems then Lisa Williamson will handle them.
- St Patrick's has not had any problems with their international students.
- The agency suggests having the prospective students visit in April for 11 days

### **Action**

- Lisa M will contact the home-stay coordinator to find out how Fatima families can apply to be home-stay parents and to get more detail about implementing the program. PEC members are to email Lisa M any questions they think Lisa should ask by Sunday, September 18.
- Lisa will have a solid proposal and game plan by next meeting

### **6.2 Special Leave Policy**

- Motion to accept the policy - Brian
- Motion Seconded - Gordon
- Motion carried

### **6.3 Fundraising Fee Wording**

- Motion to accept the wording for fundraising donation – Brian
- Motion Seconded - Dan
- Motion carried

#### **Action**

- To have Susan Hagedorn make the changes to the handbook and registration packets effective immediately

### **6.4 Fundraising Idea**

- A fundraising idea was introduced based on a successful program from the Our Lady of Assumption community. Each child would be required to sell a booklet and tickets would be sold as 3 for \$5. Cash prizes would be offered: 1<sup>st</sup> prize \$10,000, 2<sup>nd</sup> prize \$3500, 3<sup>rd</sup> prize \$1000.

### **6.5 PPH Policies Subcommittee Report**

- No report

## **7.0 Reports – PEC**

### **7.1 Chair**

- Reminder about the upcoming CISVA conference
- Planning meeting needs to be set, the earlier the better.

### **7.2 Financial Statements (Brian)**

- No financial statements available this month
- Signed first checks.
- Call from John Pavich that accounts are flush with cash, instructed to transfer money to the Chancery savings account at the beginning of next month.
- The barbecue raised \$231.27

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### **7.3 Maintenance (Gordon/Dan)**

- New mirrors installed and the bathrooms are now done
- The next project is to work on Earthquake preparedness for lighting fixtures, ballasts need to be replaced as they burn out because old are ones no longer available
- Snow removal is being arranged. Determining a storage area for easy access to supplies
- Classroom windows are not done yet.

### **7.4 Parent Participation (Lori)**

- Looking forward to subcommittee
- There has been some difficulty identifying which families to reference for pph forms as names do not always match.
- Some teachers year end hours forms weren't submitted at the end of June. Currently following up to obtain them.

## **8.0 Reports – Administration**

### **8.1 Principal's Report**

- **Carnival**
  - Would like to auction big ticket items at a planned pub night instead of the carnival
  - Mr. Mandarin from White Spot agreed to donate food for the carnival
- **Lice check**
  - Lice checks have been started and will be done periodically throughout the year to help prevent outbreaks of lice
- **Walkathon**
  - The Walkathon is on October 7 and the forms have been sent home
  - We are looking for donations of water and oranges for the walkathon
- A thank you to Mr. Hamilton for running the first aid training on August 30
- Meet teacher night was successful
- There is a lack of supervisors at lunch and before and after school
- **Action**
  - Lisa will spearhead action to see what can be done to solve this problem
- The new preschool portable is being installed on the 24<sup>th</sup> of September

## **9.0 Pastor's Report – Fr. Chisholm**

- Trenching is now proceeding up to the church and hopefully everything will be back to normal by September 24th
- Playground equipment and fencing will be put back, and asphalt redone

## **10.0 Final Prayer**

**Next Meeting:** October 12, 2011

**Meeting Adjourned at 9:10pm**