

St. Joseph the Worker School
General Meeting of the Parish Education Committee
MINUTES

Date: **January 15, 2013**

Present: Father David Poirier, Tara Ennevor, Paul Wigboldus, Sharon Sequeira, Frank Kis-Toth, Andrea Weeks, Pauline Sturton, Marina Crego, Vincent Uy, Jose Flores, Patricia Taylor (Teacher Representative), Paul Fraser (Principal), Denise Lorenz (Secretary)
 Guests: Jeff Dy, Gus Labao

Tara Ennevor is en route, Paul Wigboldus called the meeting to order at 7:00 p.m.
 Introductions were made to our guests, Jeff Dy & Gus Labao. They will be reporting on the Family Fun Night.
 Prayer: Marina Crego read from YOUCAT. Group discussion ensued.

<i>AGENDA</i>	<i>DISCUSSION</i>	<i>ACTION TAKEN</i>
<i>Appreciations</i>	<i>The PEC acknowledged Pat Tillotson and Josy Wigboldus for organizing Roney Lee's funeral reception. The PEC appreciated: Andrea Phillips, Jamie Withers and Darlene Williams for the Christmas Paraliturgy. Kent Sturton for designing the athletic jersey logo. Marina Crego for the gingerbread house and cookies. Emelyn Tolentino for assisting with hot lunch.</i>	<i>Marina will send appreciation cards.</i>
<i>Review of PEC Minutes: December 11, 2012</i>		<i>Father David moved that the PEC General Minutes dated December 11, 2012 be adopted as presented. Frank Kis-Toth seconded and the motion was carried unanimously.</i>
<i>Principal's Report</i>	<i>Paul circulated and reviewed his January 15, 2013 report.</i>	<i>The Report is attached to these minutes.</i>

AGENDA	DISCUSSION	ACTION TAKEN
<i>Tara arrived at 7:30 p.m.</i>		
Executive Report	<i>The executive met yesterday and items discussed are covered in the agenda.</i>	
Treasurer's Report: Sharon Sequeira	<i>Sharon circulated and reviewed her Treasurer's report dated January 15, 2013. Overall revenues and expenses for December 2012 were favorable.</i>	<i>The report is attached to these minutes.</i>
Member's Reports:		Marina Crego moved that the Treasurer's report dated January 13, 2013 be adopted as presented. Frank Kis-Toth seconded and the motion was carried unanimously.
Teacher Representative: Patricia Taylor	<i>Lots of students have signed up for speech arts. Canwest is not sponsoring the spelling bee and we are not going to participate in the CISVA's first annual spelling bee. We will hold our own 'bee' in the Spring.</i>	
Maintenance: Frank Kis-Toth	<i>The gym floor was finished and it looks nice.</i>	
Pastor's Report : Father David	<i>Father was grateful for the school's involvement in Roney Lee's funeral.</i>	
Community Relations: Jose Flores	<i>Jose is planning a movie night in the Spring and has invited the UBC hockey team and coaches to give students a presentation.</i>	
Uniforms: Vincent Uy	<i>Two faulty sweat pants have been replaced. Two jersey designs were submitted. Kent Sturton's was selected and the jerseys have been ordered. We are getting quotes for 25th anniversary tracksuits.</i>	<i>1 extra pair of adult large sweat pants will be sold at the Gala.</i>

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<p>Policy: Marina Crego</p>	<p><i>The revised CISVA Criminal Record Review 303 was circulated. Please insert in your CISVA policy manual.</i></p>	<p><i>Policy sub-committee will meet to review special needs and anti bullying policies.</i></p>
<p>Old Business:</p> <p>Classroom Cupboard Doors: Frank Kis-Toth</p>	<p><i>Discussion ensued regarding the budget being allocated to replace the classroom cupboard doors. It is difficult for Frank to proceed without knowing this. Paul F. asked if we could add library shelving to this project. Pauline will investigate cost of replacing the entire cupboard versus just the door. Backsplashes can't be tiled until decision is made regarding the classroom cupboards.</i></p>	<p><i>Frank and Pauline will meet to discuss this matter further and report at the next meeting.</i></p>
<p>Big Toy Renovation:</p>	<p><i>Quotes are being received.</i></p>	<p><i>Frank will start a 'Project List' of what needs to be done in and around the school. Teacher's input will be sought.</i></p>
<p>Parking Lot - Candy Cane Blitz</p>	<p><i>It was lots of fun and positive feedback from parents and parishioners was received</i></p>	
<p>Auction Tracker Software</p>	<p><i>In December we made a motion to purchase the auction tracker software subject to Paul Fraser receiving positive feedback from schools using the system. Positive feedback was received from Vancouver College, St. Thomas and Star of the Sea.</i></p>	<p><i>Paul W. has a demo disk which is user friendly. The auction tracker software will be purchased.</i></p>
<p>Guardian's Gala: Paul Wigboldus</p>	<p><i>Paul read out his Gala Update report: "Kate Harris, Pauline Sturton and myself met yesterday. We will hold our first major Gala meeting Thursday. We hope to get invitations out to school families Friday, will try to get an invite out to alumni as well as to Religious Ed families. In an effort to reduce the overall length of the evening, we will plan to reduce the live auction, and possibly eliminate it.</i></p>	<p><i>The prices for the tickets will remain the same as last year, \$55 for early bird tickets and \$60 for the remaining tickets, as well as the \$30 option to come to the auction only, and we will work our budget within this price range."</i></p>

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Guardian's Gala	<i>Discussion ensued regarding offering new families a lower ticket price to get them involved.</i>	Paul Wigboldus made a motion to maintain ticket prices the same as the 2012 Gala: \$55 early bird, \$60 regular with a discounted ticket price for new families to the school of \$45 early bird. Gala non-dinner tickets will remain at \$30. Sharon Sequeira seconded and the motion was carried unanimously.
Hot Lunch	<i>At our December 2012 meeting PEC consensus was to set up a sub-committee to review the hot lunch program. We will not proceed with changes to the hot lunch program at this time. It will be offered from April-June, 2013.</i>	<i>Tara will contact Grace Adrias, Hot Lunch Coordinator.</i>
Speaker for PEC AGM: February 19, 2013	<i>Doug Lauson, CISVA Superintendent will attend our PEC AGM and speak on a variety of topics.</i>	
Library Cataloguing: Andrea Weeks	<i>Darlene Williams and Jennifer Altman are working together to catalogue the library books and have eliminated many incorrect entries.</i>	
On Line Bullying reporting for Public Schools: Andrea Weeks	<p><i>A Ministry website has been created to address issues of bullying in BC schools. It is not linked with the Police. If a student is being bullied they can email the website anonymously. The information goes into a Ministry database. At this point in time, independent schools are not included in the database.</i></p> <p><i>We are part of the RCMP's Safe Schools Program. Presently the school entrance is unlocked between 8am and 4pm. Discussion ensued.</i></p>	<i>Paul Fraser will talk to Doug Lauson about this at the next principal's meeting.</i>

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<p>New Business:</p> <p>Family Fun Night Report Jeff Dy & Gus Labao</p> <p>New Parish Council & Invite to Feb. PEC Meeting</p> <p>25th Year Anniversary – PEC Role</p> <p>Adjournment</p>	<p><i>The DISCO Family Fun Night detailed report dated November 17, 2012 was circulated and reviewed. PEC was not aware that the FFN committee wished to purchase a candy floss machine. FFN profit was donated to Covenant House. FFN committee members each received 20 parent participation hours.</i></p> <p><i>Frank Kis-Toth is now on the Parish Council as well as the PEC.</i></p> <p><i>Jose, Pauline and Tara are the PEC representatives on the School's 25th Anniversary Committee. Jose is in charge of set up and take down. Pauline is in charge of decorations which will also be used for the Gala. Tara is in charge of food which will have a West Coast theme. There is a food budget. Marina and Cari Clarotto will assist Tara. Cari has food safe. The Archbishop will be invited to say 1pm Mass. Kathy, Teresa and Derek will provide music. Alumni and neighbours will be invited to attend.</i></p> <p><i>Patricia Taylor, Paul Fraser, Jeff Dy and Gus Labao left the meeting.</i></p> <p><i>The next PEC Meeting will be on Tuesday, February 12, 2013. It will be a joint meeting with the Parish Council.</i></p> <p><i>Prayer: Jose Snacks: Sharon / Frank</i> <i>Clean Up: Andrea / Marina / Vincent</i></p>	<p><i>Frank will invite the Parish Council to attend our February 12, 2013 PEC meeting commencing at 7pm.</i></p> <p><i>Tara requested that PEC members assist in one of these areas and we will 'tap' other parents to help where needed.</i></p> <p><i>Motion by Father David to adjourn the meeting at 9:15pm. Frank Kis-Toth seconded and the motion was carried unanimously.</i></p>

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