

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

Date: Tuesday, September 19, 2023

Present: Father Pierre Ducharme, Sean O'Brien, Henry Lam, Dean Saldanha, Nicola Thompson, Monica Francisco, Melissa Lui, Bryan Walls, Ricardo Hernandez, Andrea Bernett (Principal), Jamie Withers (Vice-Principal), Lynn Whitlock (Teacher Representative), Denise Lorenz (Secretary)

The PEC General Meeting was called to order at 7:10pm in the school staffroom.

<i>AGENDA</i>	<i>DISCUSSION</i>	<i>ACTION TAKEN</i>
<i>Faith Formation: Monica Francisco</i>	<i>Monica read the Gospel for September 24, 2023 Mt. 20.1-16</i>	<i>PEC reflected and shared a word from the reading.</i>
<i>Review of Old Minutes: June 13, 2023</i>		Melissa Lui moved that the June 13, 2023 Old General Minutes be adopted as presented. Dean Saldanha seconded and the motion was carried unanimously.
<i>Review of New Minutes: June 13, 2023</i>		Melissa Lui moved that the June 13, 2023 New General Minutes be adopted as presented. Monica Francisco seconded and the motion was carried unanimously.
<i>Appreciations:</i>	<i>PEC appreciated Bryan Walls for coming in over the summer to complete many necessary jobs.</i>	

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Pastor's Report: Father Pierre	<i>The Parish has grown with many new registrations and parishioners are coming to Mass. However, parishioners are not getting involved in Parish Ministries. Ministries in need are Faith Formation, Liturgical and Communion Ushers.</i>		<i>Father Pierre will mention this at the upcoming New Parent Gathering and a 'News from the Parish' will feature in the school monthly newsletter. Your Parish Needs You!</i>
Principal's Report: Andrea Bernett	<i>Andrea reviewed her September 19, 2023 Principal's Report. The report is attached to these minutes.</i>		
Treasurer's Report: Henry Lam	<i>Henry reviewed his June, 2023, July 2023 and August 2023 Treasurer's Reports. The reports have been emailed to PEC members and are attached to these minutes.</i>		<i>Ricardo Hernandez moved that the June 2023, July 2023 and August 2023 Treasurer's Reports be adopted as presented. Monica Francisco seconded and the motion was carried unanimously.</i>
Member's Reports:			
Fundraising: Nicola Thompson & Monica Francisco	<i>The September 2023 Fundraising Report has been emailed to PEC members and was reviewed. The report is attached to these minutes.</i>		<i>Guardians Gala is booked for Saturday, February 3, 2024 at Riverside Banquet Hall.</i>
Maintenance: Bryan Walls	<i>Bryan's September 19, 2023 Maintenance Report has been emailed to PEC members and was reviewed. The report is attached to these minutes.</i>		<i>Andrea advised that the new playground is scheduled to be shipped on September 21, 2023.</i>
Parent Participation: Dean Saldanha	<i>Dean's September 19, 2023 Parent Participation Report has been emailed to PEC Members and was reviewed. The report is attached to these minutes. A parent will be assigned as Web Coordinator once the new parish and school website is launched.</i>		

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Old Business:			
Education Committee Leadership Conference: Monica Francisco	<i>Monica attended the EC Leadership Conference at Corpus Christi Parish on September 16, 2023. The guest speaker was Stephen Macdonald, a senior threat analysis. Monica was with the fundraising portfolio break-out session where the success of various fundraising initiatives was discussed.</i>		
New Business:			
Meet the Teacher September 14, 2023: Andrea Bernett	<i>Sean thanked Melissa for stepping in and speaking on his behalf. Approx. 250 parents were in attendance and the format worked.</i>		
New Parent Gathering: Sean O'Brien	<i>The New Parent Gathering will now be held on Thursday, October 12, 2023 from 7pm – 8:30pm in the school gym. PEC members are encouraged to attend. Refreshments will be served. Babysitting will not be offered. Ricardo suggested that whenever parents are coming to the school, we should sell used uniforms and gift cards.</i>		<i>Denise will update and send out the New Parent Gathering invitation to all Kindergarten families & families new to the school.</i>
Book/School Supplies/ Emergency Fees: Andrea Bernett	<i>In the past a \$55.00 book fee was charged per student, but it is not clear what the book fee was for. The school has been ordering bulk Edu-Pac student supplies and parents need to be paying for these supplies. Andrea will work with Lisa Phillips, our bookkeeper, with respect to collecting these school supply fees.</i>		<i>Melissa Lui made a motion to reinstate the school supplies fee for the current school year and future school years. The amount will be based on actual costs. Nicola Thompson seconded and the motion was carried unanimously.</i>
Parish Subsidy: Andrea Bernett	<i>The Parish Subsidy is not in the school budget. It is a \$50,000 surplus that goes into the Building Fund.</i>		

