

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

Date: Tuesday, December 12, 2023

Present: Father Pierre Ducharme, Bryan Walls, Dean Saldanha, Nicola Thompson, Monica Francisco, Melissa Lui, Ricardo Hernandez, Andrea Bennett (Principal), Jamie Withers (Vice-Principal), Diane Ison (Teacher Representative)

Regrets: Sean O’Brien, Henry Lam

The PEC General Meeting was called to order at 7:06pm in the school staffroom.

<i>AGENDA</i>	<i>DISCUSSION</i>	<i>ACTION TAKEN</i>
<i>Faith Formation: Dean Saldanha</i>	<i>Melissa read the Gospel for December 17, 2023 John 1:6-8, 19-28</i>	<i>PEC reflected and shared a word from the reading.</i>
<i>Review of Minutes: Nov 21, 2023</i>		Ricardo Hernandez moved that the Nov 21, 2023 General Minutes be adopted as presented. Monica Francisco seconded and the motion was carried unanimously.
<i>Correspondence:</i>	<i>Christmas greeting card received from MLA Kelly Greene.</i>	
<i>Appreciations:</i>	<i>PEC appreciated the Green Team & Maria Varju – “Tarts with kids” -Maria took all the pumpkins and made tarts with the kids. Funds raised from Pizza lunch were used towards the supplies to make the tarts, and extra tarts were brought to the Saturday meal.</i>	

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<p><u>Pastor's Report:</u> Father Pierre</p> <p><u>Principal's Report:</u> Andrea Bernett</p> <p><u>Treasurer's Report:</u> Henry Lam</p> <p><u>Member's Reports:</u></p> <p>Fundraising: Monica Francisco</p> <p>Maintenance: Bryan Walls</p> <p><u>Old Business:</u> School handbook updates</p>	<p style="text-align: right;">Page 2</p> <p><i>Staff thanked PEC members for the Christmas party. And to Chuck for his music, performance and entertainment.</i></p> <p><i>Nothing to note.</i></p> <p><i>The December 2023 Principal's Report has been emailed to PEC members. Andrea reviewed her report. The report is attached to these minutes.</i></p> <p><i>The November Treasurer's Reports has been emailed to PEC members. The reports are attached to these minutes.</i></p> <p><i>The Gala Committee requested if there could be a \$100 cash donation category, in addition to the \$500 or more, and \$1,000 or more. PEC members agreed, and suggested to name the category as "The Guardians"</i></p> <p><i>Provided update regarding the current heat / boiler system, which is very outdated and inefficient. Will look into replacing with an updated system which costs approximately \$60,000 - \$80,000. A special fund and proposal will need to be presented to CISVA for approval. To be discussed more within the Building Structure sub-committee.</i></p> <p><i>Andrea presented the updates regarding the school handbook guide.</i></p>	<p>Bryan Walls moved that the November 2023 Treasurer's Reports be adopted as presented. Nicola Thompson seconded and the motion was carried unanimously.</p> <p>Nicola Thompson moved that the proposed updates to be approved as presented. Monica Francisco seconded and the motion was carried unanimously.</p>

AGENDA	DISCUSSION	ACTION TAKEN
<p><u>New Business :</u> Tuition - Andrea</p>	<p style="text-align: right;">Page 3</p> <p><i>The Treasurer was requested to run some possible numbers for next year's tuition, ie. \$405, \$410, \$415 per student per month at Category 1. The new range set by CISVA for 2024-2025 is: \$383 - \$426. For 2025-2026, the range is: \$416 - \$463..</i></p> <p><i>For next year, we will anticipate to bring the K class to 30 students, and projected total number of students in the school to be approximately 230. PEC will be voting for the new tuition rate in the January meeting.</i></p>	
<p>Staff Gifts/ Volunteers - Nicola</p>	<p><i>Nicola suggested to assign a parent role to purchase and put together gifts for all the EAs. (EAs are shared by all students as they are not strictly assigned to one class) The class parent role will be responsible for the class gift for the teachers.</i></p> <p><i>This new role will be 20 hours: 10 hours for Christmas gifts, and 10 hours for year-end gifts.</i></p>	
<p>2024 Meeting Dates – Dean / Andrea</p>	<p><i>The PEC meeting dates in January, February and March conflicts with the CISVA Board of Directors meetings, which both Fr. Pierre and Nicola are on.</i></p> <p><i>The January meeting will be moved to January 16, 2024.</i></p> <p><i>The February meeting will remain as February 6, 2024.</i></p> <p><i>The March meeting date to be further discussed.</i></p> <p> </p> <p><i>Diane Ison left the meeting.</i></p>	
<p>Adjournment:</p>	<p><i>Next Meeting: Tuesday, January 16, 2024 at 7pm</i></p>	<p>Motion by Ricardo Hernandez to adjourn the meeting at 8:07 pm. Seconded by Bryan Walls. Carried unanimously.</p>