

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

**Date: Tuesday, January 16, 2024**

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

Regrets: Dean Saldanha

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

<b><i>AGENDA</i></b>	<b><i>DISCUSSION</i></b>	<b><i>ACTION TAKEN</i></b>
<b><i>Faith Formation: Dean Saldanha</i></b>	<i>Andrea read the Gospel for January 21, 2024 Mark 1:14-20</i>	<i>PEC reflected and shared a word from the reading.</i>
<b><i>Review of Minutes: Dec 17, 2023</i></b>		Monica Francisco moved that the Dec 17, 2023 General Minutes be adopted as presented. Bryan Walls seconded and the motion was carried unanimously.
<b><i>Correspondence:</i></b>	<i>Nil.</i>	
<b><i>Appreciations:</i></b>	<i>PEC appreciated the Parent Volunteers who helped at the Advent Concert:  Charles Johnson / Chris Estrella / Francis Wu / Vivian Yu / Gordon Foster</i>	

<b><i>AGENDA</i></b>	<b><i>DISCUSSION</i></b>	<b><i>Page 2</i></b>	<b><i>ACTION TAKEN</i></b>
<b><i><u>Pastor's Report:</u></i></b> <b><i>Father Pierre</i></b>	<i>Nothing to note.</i>		
<b><i><u>Principal's Report:</u></i></b> <b><i>Andrea Bernett</i></b>	<i>The January 2024 Principal's Report has been emailed to PEC members. Andrea reviewed her report. The report is attached to these minutes.</i>		
<b><i><u>Treasurer's Report:</u></i></b> <b><i>Henry Lam</i></b>	<i>The December Treasurer's Reports has been emailed to PEC members. The reports are attached to these minutes.</i>		Nicola Thompson moved that the December 2023 Treasurer's Reports be adopted as presented. Ricardo Hernandez seconded and the motion was carried unanimously.
<b><i><u>Member's Reports:</u></i></b>			
<b><i>Fundraising:</i></b> <b><i>Monica Francisco</i></b>	<i>Gala is 18 days away, and there will be a big push on promoting the event via various avenues --- Encourage participation, being part of school community.</i>		
<b><i>Maintenance:</i></b> <b><i>Bryan Walls</i></b>	<i>Update regarding the heat / pipe system – with the recent cold weather, the gym and some classrooms are frozen. Strongly suggest to replace current system: gym will have a separated system vs the school. Will cost approximately \$60-80k. While replacing pipes, may also consider installing new water filtration system.</i>		
<b><i><u>Old Business:</u></i></b> <b><i>Staff Gifts / Volunteers</i></b>	<i>Good feedback having this as a parent volunteer job, worked out really well for Christmas. Will likely do the same for Year-end.</i>		
<b><i>Tuition</i></b>	<i>Discussion around rate of tuition increase, factoring inflation, the budget, while providing a standard for families, children and future generations.</i>		

Motion by Bryan Walls to adjourn the meeting at 8:09 pm. Seconded by Monica Francisco. Carried unanimously.