

St. Paul School
Parish Education Committee
Minutes of the Meeting
Tuesday, September 13th, 2022

Present:	Father Thomas Smith	Mrs. Carolyn Law
	Dr. John Yun	Mrs. Louveign Secord
	Ms. Maureen Moorehead	Mr. Joseph Lo
	Mrs. Mar Tinsay	Mr. Mark Acosta
	Mr. Ricky Bravo	Mrs. Kitty Estrella
	Ms. Clarissa Guevara	

Meeting began at 7:03 pm with an opening prayer led by Fr. Thomas Smith.

Chairperson's Report

No report.

The PEC sincerely thanks Dr. John Yun for all of the years he has contributed to the committee. He has served the maximum years allowable on the PEC. Dr. John Yun would like to organize something for the parents of the parish community regarding how they can be involved in their children's religious education.

Principal's Report

Ms. Maureen Moorehead reported on the following events:

- **Recent/Upcoming Events:**
 - Staff Retreat:** August 31st, 2022. Staff went to the Heritage House in Ladner. Guest speaker Mr. Fraser on the First People's Principles of Learning.
 - Faith Development Day:** in September in Surrey. Guest speaker was Father Raffaele Salvino.
 - SmartBoard Training:** special thank you to Mr. Joseph Lo for organizing the in-person trainer from Calgary for all staff.
 - Grade 7 Leadership Assembly:** Wednesday, September 7th. Grade 7 students were presented with their hoodies.
 - First School Mass:** Thursday, September 8th.
 - Photo Day:** Monday, September 12th.
 - Meet the Teacher:** Tuesday, September 20th. Meet in the gym for AGM, followed by meeting the teachers in their respective classrooms. Each teacher will have two sessions.
 - Grade 7 Outdoor Ed.:** Tuesday, September 13th to Friday, September 16th.
 - Kindergarten Gradual Entry:** Kinders will have their first full school day on Wednesday, September 21st.
 - Orange Shirt Day:** Wednesday, September 28th.

- **2022-2023 Archdiocesan Theme - *Seeking Truth, Healing, and Reconciliation***: The First People's Principles of Learning; all learning will be incorporating this theme
- **COVID-19 Update**: back to normal with a continued focus on hand hygiene and respiratory etiquette. We will manage like any other communicable disease. All information is available on the school website. Ms. Maureen Moorehead will ask that the school continue with cleaning of high-touch areas.
- **AGM**: Tuesday, September 20th at 6:30 pm in the gym. This will be the first AGM in the last three years. Followed by the Meet-the-Teacher in their classrooms.
- **Walkathon**: Thursday, September 29th. Last year, we raised \$71, 391.00. We would like to change the class prizes for most funds raised to something more substantial than a pizza prize.
- **Hair Colour Addition to Uniform Policy**: Currently, there is no written policy in our school's uniform policy regarding students' hair colour.

The motion was put forth by Mr. Ricky Bravo that "All students' hair colour must be a natural colour" be added to our school's uniform policy.

The motion was seconded by Mr. Mark Acosta. The PEC is all in favour.

- **How long to keep K-5 records**: It is required by law that the school retain the Grades 6 & 7 Permanent Records for a total of 55 years. There is no legal obligation for the retention of K-5 records. We currently have 30-40 years of K-5 information in storage. Ms. Maureen Moorehead suggested that the school will begin to keep K-5 Permanent Records for a maximum of 10 years. **The PEC has approved the retention of K-5 Permanent Records for a maximum of 10 years.**
- **Heggerty Literacy Program**: A Phonemic Awareness program that will supplement our existing literacy program for K-3. This is to supplement the ReadWell program, and the phonemic awareness skills lacking in that program. The Complete Bundle costs \$1600 CDN with a yearly renewal cost of \$89 USD. This program can be expanded to the intermediate grades if it is needed.

The motion was put forth by Mr. Joseph Lo to approve the purchase of the Heggerty Literacy Program and implement the program into our existing literacy program for St. Paul School.

The motion was seconded by Mrs. Louveign Secord. The PEC is all in favour.

Pastor's Report

Fr. Thomas Smith reported that confessions for the students will begin next week. The first School Mass went well. Father Smith would like to continue to speak to the Grade 7 students regarding the Credible Catholic on Near Death Experiences. The students have a lot of questions about this. The CISVA Leadership Committee is on Saturday, September 24th; Mr. Ricky Bravo and Mrs. Kitty Estrella are both registered for this.

Member Reports

Staff

Ms. Clarissa Guevara reported that the Kindergarten gradual entry is going well. She is so appreciative to have this in place and thanks all of the staff for their support.

Maintenance

Mr. Mark Acosta reported that the wood chips/mulch will need to be added to the play area. He will work with Fr. Thomas Smith to determine the appropriate type and amount to use.

Treasurer

Mr. Ricky Bravo reported that the budget for the school year of 2021-2022 presented: total revenue of \$2, 265, 163.43. Total expenses of 2, 085, 852.02. Thus, there was a surplus of \$179, 311.41.

IT

Mr. Joseph Lo reported that the staff SmartBoard training went well in the summer, prior to the start of school. The library has their new software and training also went well. Mrs. Christine Ong had her computer replaced. The new Chromebooks for the Grade 4 class were purchased on sale during the summer at \$180 + tax each. They will require new licenses. Future purchases include staff MacBooks and iPads.

Parent Participation

Mrs. Louveign Secord and Mrs. Mar Tinsay reported that Bingo is proceeding well for now. However, some families have left and those extra positions are now open. They will need new families to take those positions.

Parish Council Update

Fr. Thomas Smith hopes that the parish council will begin to meet regularly starting in October/November.

Mr. Ricky Bravo suggested that we look at volunteer hours for parents to assist in Monsignor Luterbach's 50th year of priesthood. This will take place in his honour on October 22nd at 6:00 pm. However, this will be difficult as there are barely enough parents available to fill Bingo positions as it is. Fr. Thomas Smith suggested that the Parish Council should put it in the bulletin to open up to volunteers in the community.

The meeting was closed at 8:14 pm.

The meeting opened at 8:15 pm.

New Business:

New PEC positions and appointments:

Treasurer: Fr. Thomas Smith appoints Mr. Ricky Bravo. Mr. Ricky Bravo accepts the position.

Chairperson: Nomination of Mrs. Louveign Secord by Mr. Mark Acosta, seconded by Mrs. Carolyn Law. No other nominations. Mrs. Louveign Secord accepts the position.

Vice-Chairperson: Nomination of Mr. Mark Acosta by Mrs. Carolyn Law, seconded by Mrs. Louveign Secord. No other nominations. Mr. Mark Acosta accepts the position.

Secretary: Nomination of Mrs. Carolyn Law by Mrs. Louveign Secord, seconded by Mr. Joseph Lo. No other nominations. Mrs. Carolyn Law accepts the position.

IT: Nomination of Mr. Joseph Lo by Mrs. Carolyn Law, seconded by Mr. Ricky Bravo. No other nominations. Mr. Joseph Lo accepts the position.

Parent Participation: Nomination of Mrs. Mar Tinsay and Mrs. Kitty Estrella by Mrs. Louveign Secord, seconded by Mr. Mark Acosta. No other nominations. Mrs. Mar Tinsay and Mrs. Kitty Estrella both accept the position.

Maintenance: Nomination of Mr. Mark Acosta by Mrs. Louveign Secord, seconded by Mr. Ricky Bravo. No other nominations. Mr. Mark Acosta accepts the position.

The meeting was adjourned at 8:29 pm with a closing prayer led by Fr. Thomas Smith.

Next meeting: Tuesday, October 11th, 2022 at 7:00 pm.