

**St. James & St. Ann's Education Committee Minutes**  
**Wednesday, Sept 28th, 2016**  
**Location: St. Ann's Parish**

---

Rev. Hien Nguyen – Archbishop's Rep., Terri Sask – Principal, Chris van der Pauw – Vice-principal, Jane Filiatrault – Teachers Rep.,  
Daniel Anctil, Paul Charbonneau, Anne Keough, Shannon MaddalozzoTou, Kellie Ouimet, Mike Rauch, Stephen Scharff, Claire Wilkie

---

**Meeting Minutes from Sept 28<sup>th</sup> 2016 (committee reports are available from the school office)**

Present: Fr Hien, Terri Sask, Chris van der Pauw, Daniel Anctil, Paul Charbonneau, Anne Keough, Shannon Maddalozzo Tou, Kellie Ouimet, Mike Rauch, Stephen Sharff, Claire Wilkie. Absent: Jane Filiatrault

1. Prayer

2. Call to Order of the Education Committee/Adopt Agenda

**Motion** to adopt agenda – Daniel Anctil, Seconded – Anne. Carried.

4. Appreciations: EC thanked all the staff for assisting with Fun Night. We also thank Pablo Longoria for helping with all the IT systems and coaching soccer, etc. He has been a great example.

5. Correspondence: None

6. Review of Minutes:

**Motion** to adopt Minutes from EC meeting held Aug 31st, 2016: Kellie. Second: Anne. Carried.

**Motion** to adopt E-minutes: Paul. Seconded by Stephen. Carried.

7. Main Reports:

**Pastor's Report:** None.

**Chair Report:** As per submitted.

**Vice Chair Report:** As per submitted. Reviewed the updated/revised CISVA policies.

**Maintenance Report:** Items will be discussed in Old Business agenda. Paul and his sons were thanked for rebuilding the portable stairs, pruning trees etc.

**Fundraising report:** As per submitted.

**Principal's Report:** As per submitted report, with minor update: 221 students as of now, slightly up from principal's report. Parent Handbook is going out soon.

**Treasurer's report:** Fine tuning financial reports as student numbers change etc.

**Vice Principal's report:** As per submitted.

**Parent Participation report:** As per submitted.

**Teacher's report:** As per submitted.

**Community Relations report:** As per submitted.

#### **8. Old business:**

**Security:** Security cameras have been purchased (8 cameras), can be expanded. \$1458.79 cost from Costco. Discussion about installation plan.

Discussion about hiring a drive by security firm to deter unwanted youths from congregating on or around school property. Paul is looking into it and will talk to SJB and Father George.

Discussion about lighting. We will send out an email to school parents to see if there is an electrician parent who could help us create more lighting behind St James. Possibly we could utilize one of the parking lot light poles and put an additional light facing towards the soccer field.

**Seismic Update/School Roof:** Discussion was about the state of the school roof and that we are experiencing leaks. We can only repair roof as it leaks, not get the roof replaced as we are in a holding pattern due to no further updates from the Seismic Committee. Repeated repairs are eating into the school's operating budget vs. a roof replacement which would be a capital cost and both parishes responsibility to cover.

Discussion about school's building insurance. We should make sure that if we have proper insurance in the interim period in case of a roof leak for example that could damage IT equipment. Vice Principal will investigate to ensure we are covered. Paul will also talk to Father George regarding timing of ongoing seismic study and related repairs.

**9. New Business:** None.

**10. In Camera**

**11. Next Meeting** – October 26<sup>th</sup>

**12. Adjournment/Closing Prayer**