

St. James & St. Ann's Education Committee Minutes
Wednesday, January 25, 2017
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 January 25 2017 (committee reports are available from the school office)

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

1. Prayer

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

Motion to adopt amended agenda including maintenance as point e as amended – Daniel, Seconded by Anne . Passed

3. Appreciations: Special thanks to Christine Maure who cleaned up behind the gym. Thanks to all parents and staff who helped with the Christmas concert.

4. Correspondence: reviewed In Camera

5. Review of Minutes:

Motion to adopt Minutes from EC meeting held November 23rd 2016. Daniel. Second: Anne. Passed.
Motion to adopt E-minutes that were started on January 1st when roof update was given. Anne. Second: Daniel. Passed.

6&7. Main/Additional Reports:

Pastor's Report: We should continue to do ongoing maintenance with the school as we await a decision on the timing of a possible new building. Some discussions are taking place with a goal to further educate our schools and staff on how to ensure we are acting in the right way in accordance with our insurance policy.

Chair Report: As per submitted.

Vice Chair Report: As per submitted.

Maintenance Report: Will be discussed under new business.

Fundraising Report: As per submitted. Movie will be Pete's Dragon.

Principal's Report: As per submitted.

Treasurer's Report: As per submitted. Budget vs actual looks on track for the year to date.

Vice Principal's Report: As per submitted.

Parent Participation Report: As per submitted. Discussion about improving the website to give better feedback for parents on their participation hours. Chris V will look into this to see if he can make some improvements.

Teachers Report: As per submitted. With correction that FSA report booklets sent home, not to the Ministry.

Community Relations Report: As per submitted.

8. Old business:

Healthy lunches: We will table this topic for a little while as other projects take priority

New Parent Information meeting Wednesday Feb 8th 6:45-7:30: Discussion about which EC members attending

Security:

New cameras have been wired in. Some windows were broken and now repaired.

Front Door: Quotes provided came in around \$7K which is too expensive, so we are getting other quotes.

9. New Business:

One laptop failed, Wifi installation went somewhat over budget due to the challenges in feeding cables through our older building structures and adding more Wifi access points.

Motion to transfer \$2400 out of walkathon restricted funds to purchase Robotics equipment. Stephen. Seconded by: Anne. Passed.

Re-Registration and AGM. Discussion about having re-registration packages go home on March 3rd. Parents bring back packages on evening of March 8th with completed forms. This may improve attendance and communications. Considering offering food (Chili) or babysitting services.

Parent/volunteer confidentiality agreement; we are updating the language to make it more current.

Applications and Registration Fees: Discussed fee structures.

Maintenance: It is important that everyone knows that the safety of the students is paramount and we are making this a priority. As a result of a recent roof leak, we discovered some electrical repairs that were needed and this was completed. During the repair we tested for asbestos since some wall repair was needed. We have been told that there is no asbestos in the walls of the school. There were also some heating system issues discovered during the cold weather which are now partially resolved. It was

reported that the HVAC ducts are very dusty. We had a second opinion and received a quote to perform some minor HVAC repairs and then clean the duct system.

Motion to allow spending of up to \$6000 to repair and clean the school's HVAC duct system. Anne.
Seconded by Kellie.

10.. **In Camera**

11. **Next Meeting** – February 22, 2017

12. **Adjournment/Closing Prayer**