**St. James & St. Ann’s Regional Education Committee**

**~ MINUTES~**

**Wednesday, December 06, 2023 | Start Time: 6:30pm**

**Location: St. James & St. Ann’s Elementary School**

Present: Tina Girard, Chair, Heather MacDonald, Vice Chair, Gregory Kenny, Secretary,Julie Lee, Principal, Andrew DeVerteuil, Treasurer, Caroline Winship, Teachers Rep., Iggy Parlindungan, Maintenance Rep., Elizabeth Ocon, Fundraising, Fr. Richard Zanotti, Archbishop’s Rep.

1. Faith Formation – 15 minutes – Fr. Richard

2. Call Meeting to Order (6:43pm)

*We acknowledge that St. James and St. Ann’s school is located on the unceded and traditional lands of the Sumas (sue-mass) and Matsqui (mats-sqwee) First Nations people, and the Stó:lō (staw-low) people." With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.*

3. Amend / Adopt the Agenda (Motion: Heather, Iggy)

4. Appreciations – Julie sends appreciation to everyone for supporting the Shopfunds Gift Card Fundraiser

5. Correspondence – None

6. Review and Approve October Minutes (Motion: Heather, Elizabeth)

7. Policy Manual Review – Heather (Discussed Admissions Policy 401– Priorities for Admittance into Elementary Schools)

8. **Main Reports:**

A. Archbishop’s Rep. Report - Fr. Richard(Confessions on Wednesday December 13, First Communion at St. Ann’s on Saturday April 27)

B. Chair Report – Tina (Safer School’s Together presentation for SJA AGM on Wednesday February 21)

C. Principal Report – Julie (As submitted)

D. Treasurer Report – Andrew (Books reconciled up to October 2023. Revenues down due to delay of grants/transfer from BC Ministry of Education, costs are up due to wages and fundraising expenses)

9. **Additional Reports:**

A. Teachers Report – Caroline (As submitted)

B. Maintenance Report – Iggy (As submitted)

C. Fundraising Report – Elizabeth (Movie Night was very successful in terms of community building and revenue $2933. Revenue was soft on Fresh to You, Gift Cards were successful, try to get local vendors for Gift Cards going forward)

D. Parent Participation Report – Heather (Almost ready to launch OnVolunteers platform – Parent Participation tracking software)

E. Community Relations Report – Tina (As submitted by Tasha with a request for a Motion to increase budget for newspaper ads, Motion did not pass)

10. Old Business**:**

1. Advertising Budget – Tina (Discussed cost of different advertising strategies, Motion to increase budget for newspaper ads did not pass)
2. Community Building Event – Julie (Thunder Community Family Christmas Skate on Friday December 22 at MSA Arena from 1:00 to 2:30pm)

11. New Business**:**

1. CISVA AGM – Heather (Heather and Fr. Richard attended on behalf of SJA on November 07, CISVA AGM was brief and concise)
2. SJA Open House – January 24 at 6:30pm – (REC Members are strongly encouraged to attend)
3. SJA AGM – Wednesday February 21 at 7:00pm – (Safer School’s Together presentation for AGM)

12. Our next meeting: Wednesday January 10, 2024.

13. In-Camera

14. Closing Prayer - Fr. Richard

15. Meeting Adjourned (8:16pm)