

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

**MINUTES**

**(Approved April 9, 2025)**

**Wednesday, January 08, 2025 | Start Time: 6:30 pm**

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

Present: Tasha Mijinke: Secretary/Community, Greg Steinbichler: Maintenance, Gianni Bittante: Principal, Andrew deVerteuil: Treasurer, Greg Kenny: Chairperson, Kristine Quisias: Fundraising, Jake Turek: Vice Chair, Sheena Lewis: Vice Principal, Zuzana Lavrikova: Teacher Rep, Rita Wakely: Teacher Rep

Regrets: Marc Vella: Parent Participation, Fr. Richard Zanotti: Archbishop Representative

1. Faith Formation – 15 minutes -Fr. Richard – N/A
2. Call Meeting to Order – Greg K. called the meeting to order at 6:37 pm

*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 – Jake/Greg S.
4. Appreciations – Greg K. shared an appreciation for Tasha for the family skate event. As well as for Andrew for his work for his treasurer responsibilities. Gianni shared an appreciation for the teachers and the EA's the work they put in for the Christmas concert. Greg S. also shared an appreciation to Kristine for the Fall movie night that went well (and the popcorn tasted great too!)

5. Correspondence - *Not for regular meetings, Will be shared in Camera*
6. Review and Approve November Minutes – *Tasha/Jake*
7. Policy Manual Review – *Jake* (Policy 110 – Education Committee Responsibilities) – *Jake shared Policy 110 regarding the policy of the EC members. EC members must adhere to CISVA policies and promote Catholic teaching. Ensure the safe operation of the school. Acknowledge the principal as the administrator of the school and offer support. Pray for fellow EC members, families, and parishes. Attend and fully participate in meetings and sub-committee meetings regularly. Do not represent the committee without authorization. When hiring, follow policy 304. Ensure accurate books are maintained and available.*

**8. Main Reports:**

- a. Archbishop's Rep. Report – *Fr. Richard – no report*
- b. Chair Report – *Greg – nothing to report*
- c. Principal Report – *Gianni – as submitted*
- d. Treasurer Report – *Andrew – We are slightly under budget as of November 30<sup>th</sup>, 2024. Cash assets are currently \$389,866.93. There was a call from the CRA due to a balance owed because of COVID-related subsidies. Andrew will update us on this at our next meeting. Grants usually come in at the beginning of the year while expenses need to catch up. The December financials are not finalized at this time but we will be updated at our February meeting.*

**9. Additional Reports:**

- a. Teachers Report – *TBA – Zuzana and Rita shared about the Christmas concert. Grade 4's have started their salmon program and eggs will be delivered shortly. Reading Link has started. Grade 5's continue their Tabor court program but January's visit has been cancelled due to flu*

*season. Grade 5's are working on their Epiphany play and present it next Tuesday. Grade 6's are going to the HR Macmillan Space Centre. Grade 7's are busy volunteering around the school. Sports has started up again. Grade 7's are going to the Little Cub basketball tournament at SJB.*

- b. Maintenance Report – Greg S. *\$15K budget for the kitchen. For flooring, ranges, and fridges it would cost around \$8K. Cabinet quote is \$10K, countertops would be \$4K. The drains were scoped and cleaned. Unfortunately, the pipes are undersized for the space. As long as only 2 sinks are drained at MAX at a time (Flooring quoted \$2800, including labour) Rita and Sheena will work to create a “wish list” for supplies to be used for student cooking classes. Greg S. will also look into the ventilation and fans.*
- c. Fundraising Report – Kristine – *Spring Movie Night will be in February. Kristine will talk with Nicola regarding the Zumbathon. Zuzana suggested that students who bring their \$125 early bird donations in get a bright new t-shirt with Circuit Zumba wording.*
- d. Parent Participation Report – Marc – *no report*
- e. Community Relations Report – Tasha – *as reported*

## 10. Old Business

- a. Kitchen Renovation – Gianni/Greg S. – *Discussed earlier in the meeting*
- b. After Hours Security – *Gianni reported that things are much better right now. 604 quote will be relooked at in Spring.*
- c. REC Committee Positions – Tasha/Fr. Richard – *Tabled until February*
- d. National Anthem – *Shenna shared it at the staff meeting today. Tara is going to start teaching it at hymn sing. Michael will start teaching the French version. The Canadian flag and the wording will be replaced in*

*the gym. And the first day of the week the anthem will be sung with the Land Acknowledgement at the morning announcements led by Grade 7's*

- e. Promotion/Advertising for Open House – *Tasha shared the Open House campaign. Sheena and Gianni shared the plans for the evening.*

## 11. New Business

- a. Review of Registration Package – Gianni will send the package to the committee for review.
- b. SJA Open House – **January 22 at 6:30 pm** – (REC Members are strongly encouraged to attend) – Greg
- c. SJA AGM – **Wednesday, February 26 at 7:00 pm** – Greg. *We discussed the format of the AGM and planned a Beans and Jeans night. Greg will message Heather to coordinate volunteers to make the chilli. Tasha will send Sheena a list of other items that will need to be purchased for the evening.*

## 12. Our next meeting: SJA AGM – Wednesday, February 26, 2025, at 7:00pm –

(SJA Open House – Wednesday, January 22 at 6:30 pm)

## 13. In-Camera

## 14. Closing Prayer

## 15. Meeting Adjourned