

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

MEETING MINUTES

(APPROVED May 28, 2025)

Wednesday, April 09, 2025 | Start Time: 7:00pm (due to prior engagement)

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

Laura Hunger: Teacher representative, Marie Doyle: Teacher representative, Onika Bryson: Principal elect, Tasha Mijinke: Secretary and Community Relations, Greg Steinbichler: Maintenance, Gianni Bittante: Principal, Andrew deVerteuil: Treasurer, Greg Kenny: Chairperson, Kristine Quisias: Fundraising, Jake Turek: Vice Chair, Sheena Lewis: Vice Principal, Marc Vella: Parent Participation, Fr. Richard Zanolli: Archbishop Representative

1. Faith Formation – 15 minutes -Fr. Richard – shared lovely family passages from the Bible to be shared with our families at home.
2. Call Meeting to Order – Greg S. called the meeting to order at 7:11pm

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 - Marc/Kristine
4. Appreciations – Greg S. shared an appreciation for Andrew for his Treasurer role and responsibilities noting that he is doing a great job and appreciation for his time during tax season.

5. Correspondence - none submitted

6. Review and Approve January Minutes – Marc/Greg S.

7.—Policy Manual Review – *Jake* (Policy 107 – Education Committee Elections) – Greg K. read the policy for the EC committee elections. All candidates must be of people of Faith. No campaigning. Each parish must show the responsibility of running an election. The parish members may vote if they are over 19 and registered in the parish and may only vote in one parish. He covered procedures, who is eligible, eligibility to nominate, and gave a brief overview of the parts of the policy without going into detail. Jake continued with a brief outline of the updated election procedures for Parish and Regional Education Committees, emphasizing alignment with the spirit of the 2016 Pastoral Letter on Catholic Education. The policy underscores the importance of fostering Christian community and mandates that nominees be practicing Catholics committed to Catholic education. Campaigning is prohibited to maintain unity and fairness. Elections are to be conducted with integrity, requiring full slates from the Nominating Committee and allowing additional nominations. Eligibility to vote and be nominated is clearly defined, and election procedures—before, during, and after—are detailed, including oversight roles, ballot handling, and tie-breaking. The process includes timelines for meetings and communication of new committee members to the Superintendent's Office. Provisions are also made for advance polls, addressing vacancies, and regional representation in schools with families from outside parishes.

8. Main Reports:

- a. Archbishop's Rep. Report – *Fr. Richard* – Fr. Richard confirmed the Confirmation date for May 5th, unfortunately the Bishop is not available for it. First Communion at St. James will be June 22nd, and at St. Ann's May 24th at 11am.
- b. Chair Report – *Greg* – *shared that L. Hunger is moving to St. Matthew's school in September 2025. Also shared that overall, he feels as though everything is good.*

- c. Principal Report – *Gianni – as submitted*
- d. Treasurer Report – *Andrew – Lori has been able to reconcile the books up to the end of March. Total revenue to date \$2,084,649. Surplus is a little lower than we were hoping for this time of year. We are projected a \$52K loss for the 2024/2025 school year end. Fortunately the grant was more than we projected so it helped.*

9. Additional Reports:

- a. Teachers Report – *T&F season is in full swing until the end of May. Grade 4 will lead Mass next week. Grades 6 & 7 are prepping for Holy Week. Grade 5's are heading back to Tabor Court tomorrow.*
- b. Maintenance Report – *Greg S. shared with the committee the kitchen reno's updates. Appliances have been purchased (\$5K), were a little less than previously budgeted. However, cabinets are a little higher than originally thought (at \$15K) for plywood cabinets with laminate front doors. Paint may be done on a workbee by parent volunteers. Flooring is projected at \$2700. Gianni will contact Feeding the Futures to see if the money can be rolled into next year. (He will update us). Hopefully reno's can be pushed to July as there are some upcoming events and activities (walkathon, Gr. 7 farewell, etc.) that require the use of the kitchen.*
- c. Fundraising Report – *Kristine – Kristine shared appreciation to Gianni and Sheena for their help with the fundraising initiative. She is currently looking for a main sponsor for the upcoming Zumbathon. There is also a hanging basket fundraiser currently going on.*
- d. Parent Participation Report – *Marc will submit a report tomorrow*
- e. Community Relations Report – *Tasha – as submitted*

10. Old Business

- a. Kitchen Renovation – Greg S. – *shared during his report.*
- b. After Hours Security – Gianni. – *Gianni shared that with the nicer weather and longer daylight hours there is a chance for more activity on the school property. However, the property has been pretty quiet right now, but he'll keep a close eye on it. The parking lot lights are connected to the Parish lights. Gates will be updated with the help of a parent that will do the work in-kind.*
- c. REC Committee Positions – Tasha/Fr. Richard – *Tasha followed-up again on the concerns about running the committee shorthanded for another year. When we do not have a full committee, it puts strain on those members who must oversee two portfolios. It also doesn't give a proper representation of all our supporting parishes and school community. A letter to the CISVA BOD was sent a couple years ago requesting permission to have extra members from a different parish join for a two-year term, however that expired, and the letter has not been re-sent by the chairperson. Tasha suggested that a new letter of consideration be sent to the BOD as an option for the 2025/26 REC so that the committee can function to it's best ability.*
- d. National Anthem – Gianni – *All good, the students are practicing during Hymm Sing. New signage is going up and the flags have been laundered.*
- e. Review of Registration Package – Gianni – *Greg just brought up the registration package and shared appreciation for the hard work that Brigitte and Sheena put into it. ~ Thank you.*

11. New Business

- a. Handover Plans and Checklists – Jake – *Jake asked if everyone could give an update on their roles so that succession planning is easier when new REC members join. Greg S. and Jake will meet over coffee to create this document to be used as an ongoing tool for leadership pipeline planning.*

REC Elections for 2025/2026 School Year – Sub Committee – *Tasha shared that considerations for the committee members need to be considered as elections usually held at the end of May. The school and parish communities need to be notified that nominees are being requested for the open term positions. Greg will send Sheena the information to be added to the Thunder News and the parish offices will be sent information to be added to their bulletins. We have 3 vacancies for the 2025/26 year. (1 – St. Joseph's, 1 – St. Ann's, and 1 St. Joachim and Ann's)*

Jake – appointed – St. James

Marc – 1st of 2nd year elected by acclimation – St. James

Greg S. – 1st of 2nd year – St. Ann's

Tasha – end of 4th 2yr term – St. Ann's (Reached maximum)

Kristine – 1st of 2nd year in an appointed term SJ&A

VACANT POSITION – elected 2 yr term position SJ&A

Greg K. – end of 2 yr term – St. Joseph's (Doesn't want to continue)

Andrew – end of 2 yr term St. Joseph's, has agreed to remain for another 2yr term

b. Playground Committee Update – Tasha

Tasha shared her concerns about the Playground committee not moving forward with any discussions about the playground fundraising project. As we are in our second year of our three-year campaign, there is still no talk as to who three suppliers are narrowed down to or what or estimated budget should be. Tasha left catalogues and contact information of various Canadian playground suppliers whose contacts were obtained through the BCRPA for consideration, but they are no longer in the staff room. She shared that it would be a good step forward to start this conversation so that the fundraising committee has a better idea of the amount they are trying to fundraise and can give inquiring parents better answers. Greg K. shared that he appointed Rod Griffiths as the chair as he has a good grasp of the lay of the land. He will call the suppliers.

12. Our next meeting: Wednesday May 28, 2025 at 6:30pm

13. In – Camera

14. Closing Prayer

15. Meeting Adjourned – *Marc/Jake*