

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

GENERAL MEETING MINUTES

Date: Wednesday, October 27, 2021
Time: 6:30 PM
Location: Zoom Platform
Attendance: Tasha Mijinke, Chair
Winsome Rauch, Vice-Chair
Stephen Scharff, Treasurer
Tina Girard, Community Relations
Kyla Pleasure, Maintenance
Terri Sask, Principal
Nathalie Magel, Teacher's Representative
Fr. Richard Zanotti, Archbishop's Representative
Christy Dos Santos, Vice Principal

1. Faith Formation – 15 minutes – Winsome

Vice-Chair Winsome Rauch led the group through the October reflection of the "One Family, One Hope in Christ" from the 2021/22 CISVA Faith Formation program

2. Call to Order/Adopt the Agenda

Chair Tasha Mijinke called the meeting to order at 6:45 PM

3. Appreciations

Principal Terri Sask expressed appreciation to Marcus Van Noort for donating a tree in memory of baby Liam, the son of PE Teacher Brid Ni Lorcaín. Appreciation was also expressed to Jeff Vastenhout and Luis Asayo for helping to plan the tree.

4. Correspondence

There was no correspondence to report.

5. Review and Approve September Minutes

It was MOVED by Treasurer Stephen Scharff and SECONDED by Community Relations Representative Tina Girard THAT the committee approve Minutes of the September 29, 2021 General and In-camera meetings as amended. CARRIED

6. Review and Adopt of (E-minutes)

There were no E-minutes to review

7. Policy Manual Review (Section E - Budgets)

As part of the REC's new standing EC Policy Review, Winsome Rauch presented "Section E. Budgets" from Policy 200 Financial Stewardship, Control and Oversight in CISVA.

8. Main Reports:

A. Archbishop's Rep. Report

Tasha Mijinke welcomed Archbishop's Representative Fr Richard Zanotti to his first St James REC meeting. He reported that he attended the meeting of archbishop representatives last Friday [Oct 22] as a representative of both SJB and St James. The spiritual faith formation package for remaining months will come out soon. St James school masses have been moved from 9 am to 10:45 am. Fr Richard and Fr Marcos, Associate Pastor, will celebrate most of the masses. SJB will undergo its CISVA evaluation this year. Terri Sask reported that St James had a full evaluation done in 2017-18 and it is done every 6 years; St James had a monitoring inspection done on October 18.

B. Chair Report

Tasha Mijinke reported that she is in the process of interviewing EAs.

C. Principal Report

As submitted

D. Treasurer Report

Stephen Scharff deferred his report to the budget portion of the meeting.

9. Additional Reports:

A. Teachers Report

Teacher's Representative Nathalie Magel read the submitted report.

B. Maintenance Report

Maintenance Representative Kyla Pleasure reported that all the emergency lights have been replaced in the gym.

C. Fundraising Report

On behalf of Fundraising, Terri Sask reported that an account has been set up at R&T Bottle Depot for families to drop off beverage containers, under the school's phone number, as part of the Return-It Express program. The deposit refunds go into an online account for St James.

D. Parent Participation Report

Tasha Mijinke reported that the seat for Parent Participation is still open and should be filled by a St Joseph's parishioner.

E. Community Relations Report

Tina Girard reported that the rosary group continues to meet on Thursday mornings.

10. Old Business

No old business to cover

11. New Business

A. EC Leadership Conference – review

Members shared notes from the EC Leadership Conference held online October 23, 2021. Some remarks included Archbishop Miller advising schools to have a strategic plan for the sustainability of our school, the policies highlighted for reference and review in the CISVA Policy Manual, the scholarship available for teachers to take faith formation courses, and ways that the EC could support teachers to take those courses.

B. Mental Health Initiative and Open Parachute

Terri Sask reported that, because of Covid, the government provided grants to Superintendent's office to support schools in mental health initiatives. The St James Mental Health Team is comprised of Terri Sask, Sheena Lewis - Learning Resources Coordinator, and Christy Dos Santos – Vice Principal and meets on the second Tuesday of every month. The team has been exploring the "Open Parachute" program for professional development, developed by Dr Haley Watson. The platform includes a Teacher Section with lessons, worksheets, videos, and slides for the classroom and a Parents section. The Mental Health Team believes the program aligns well with the BC Curriculum and our faith and plans to implement the program in the classrooms in January. The grant covers a one-year subscription ending in June. Questions were asked and answered about the mental health focus in each grade, delivery within the class timetables, and the parent portal.

C. Outdoor Advent/Christmas Presentation

Terri Sask reported that she has been working with Christy Dos Santos and music teacher Laura de Fleuriot to plan an outdoor Advent/Christmas Presentation given the current Public Health Restrictions for Fraser East. Challenges include the indoor mask mandate for everyone and capacity limits in the gym. The school had conducted a survey and received 87 responses out of 141 families and 76 responses (88%) were in favour of an outdoor presentation. Considerations will include rentals of tents and outdoor propane heaters and scheduling groups of 50 people. The school will obtain approval for the event from Fraser Health.

Terri Sask reported that the CISVA Principal's Association announced after meeting last Thursday [October 21] that, for consistency throughout the CISVA, no school shall have an indoor Christmas or Advent celebration. Discussion ensued about a desire for building community and alternatives such as using the church or celebrating virtually.

D. Exclusive contract with IGE for international students

Terry Sask reported that IGE is an agency that has provided us with international students in the past; this year we have two students from them. IGE is requesting to be an exclusive agent for the school.

Currently, international fees are \$13,500 per student per year and the agents charge a one-time 10% fee in the first year, resulting in \$12,000 to the school in the first year and \$13,500 thereafter. The school advises the agencies in mid-March how many spaces are available for September, and does not have to provide space guarantees.

Under the proposed arrangement, the school would not have to guarantee a certain number of spaces per grade and the annual commission would be \$4000 but we could charge \$16,500 per year, resulting in \$12,000 per year to the school for the years that the student is here.

Another agency, operated by Charles Hyun, has brought us the most students but he is no longer actively recruiting. Questions were asked and discussed about the relationship between SJB and IGE, the risks if we do not sign an exclusive contract, flexibility on the fee, what other fees there are, the duration of the exclusive contract, and what other CISVA schools are doing. Terri Sask will further investigate the proposal and report at the next REC meeting.

12. [Next Meeting](#)

Next General Meeting is scheduled for Wednesday November 24, 2021 at 6:30 PM

13. [In-Camera](#)

14. [Closing Prayer](#)

Winsome Rauch closed in prayer

15. [Adjournment](#)

The meeting was adjourned at 9:08 PM