

**St. James & St. Ann's Education Committee Minutes**  
**Wednesday, Nov 23rd, 2016**  
**Location: St. Ann's Parish**

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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

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**Meeting Minutes from Nov 23<sup>rd</sup> 2016 (committee reports are available from the school office)**

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

**1. Prayer**

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

**Motion** to adopt agenda – Anne, Seconded by Paul. Passed

**3. Appreciations:** We thank Terri and Martin Sask, and their son Brandon for their work installing the security cameras at the school. We thank Fr. Hien for his contribution to help those affected by the events at Abby Senior.

**4. Correspondence: None**

**5. Review of Minutes:**

**Motion** to adopt amended Minutes from EC meeting held October 26th, 2016: Daniel. Second: Kellie. Passed.

**6 & 7. Main Reports & Additional Reports:**

**Pastor's Report:** A meeting was held with the building fund of the RCAV at St Nicholas. Fr. Hien attended. School infrastructure projects in the Arch Diocese were ranked in terms of the School's needs by priority. We have been asked to maintain the school, but not take on capital intensive projects. There is a possibility that a new school could be built on the current soccer field site and the current school location would become the new field. This possible decision and its possible timing will depend on how the needs of our school rank in priority with other schools under consideration for upgrades. Since these meetings include long-term planning concepts, a possible phase two project could be to utilize St Ann's school as a second elementary school stream.

**Chair Report:** As per submitted.

**Vice Chair Report:** As per submitted.

**Maintenance Report:** Nothing significant to report (updates on roof, security)

**Fundraising report:** As per submitted, but with slightly more proceeds from gift cards.

**Principal's Report:** As per submitted.

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

**Vice Principal's report:** As per submitted. With the following addition. Over the past week we have decided that the children are generally not mature enough to utilize the google classroom/email system with the proper disciplines. Therefore, we will no longer use this feature at the school at this time. A communication will be sent home to parents to explain.

**Parent Participation report:** As per submitted. Of note, we think some volunteers are not recording their hours, so the actual contribution is greater than what we see on record.

**Teacher's report:** As per submitted.

**Community Relations report:** As per submitted.

## **8. Old business:**

**Security:** Cameras have been installed (9 cameras). One is not working, but a repair or replacement is forthcoming.

Discussion about having the front door locked with a buzzer to provide better security. Paul and Mike will look into installing a buzzer system at the front door for added security such that the school secretary can buzz people in.

Fr Hien approved that we should move forward with a light on the pole between the parking lot and the playground if we think it will be helpful. Paul will look into it. Of consideration is that it could actually increase the afterhours use of the basketball hoop.

Paul looking into lights around school. Solar lights could be a possibility. We are afraid that extra lights on pole may invite more afterhours basketball players

**Healthy Lunches:** Discussion about healthy foods at the school. A subcommittee has been formed. Claire, Kellie, Anne Shannon, Terri, will meet in new year to begin discussions.

## **9. New Business:**

**Traffic Management:** Discussion regarding traffic management in the parking lot. We will bring in a sandwich board and mark it "no entry" such that we can position it at the exit (West side).

**Parent Meeting Attendance:** Discussion regarding how to get more involvement from parents for Parent Meetings. We discussed child minding, a note to parents, and enticing topics would improve attendance.

**Prospective Parents Meeting:** Prospective Parents Evening. February 8<sup>th</sup>. 6:45 – 7:30pm. Discussion on what evening would entail this year.

10. **In Camera**

11. **Next Meeting** – January 25<sup>th</sup> 2017

12. **Adjournment/Closing Prayer**