



Star of the Sea Catholic School

Care for our Common Home

PEC Meeting Minutes No. 7

Annual General Meeting

School Year 2016 - 2017

February 8, 2017 – 7:00 p.m.

Attendees:

Brenda Moretto	Nicole Regush
Lauren Dattilo	Sinead Hibbert
Cameron Prout	Shana Rivett
Heather Dagenais	Anyrt Granados
Mario Ylanan	Claire Ponsford
School parents	Anna Hewstan

Excused:

Father
Glenn Dion

Meeting called to order: 7:04 pm

1) Opening Prayer “Hail Mary”

2) PEC Introductions

3) Video Welcome from Pastor

4) PEC Chair Update

a. General report

- i. Enrollment 451 students, 295 families
- ii. Budget \$3,233,105
- iii. 19 FTE classroom teachers, 5 specialist teachers, 14 teacher assistants, principal, vice-principal, 3 office staff, part-time bookkeeper
- iv. Family involvement is key to continued success
 - (a) Parish life
 - (b) PPP
 - (c) Fundraisers

b. Financial update

- i. PEC reviews budgetary income statements monthly
- ii. Budget supports operating expenses, not capital expenses – fundraising offsets capital expenses
- iii. Government grants provide majority of income (\$1,864,098)
- iv. Instructional costs account for majority of budget (\$2,746,937)

c. Fundraising Report



- d. Important Dates
 - i. New Applicant Meeting February 22
 - ii. First Communion May 7
 - iii. Confirmation May 14
 - iv. Walkathon April 21
 - v. You've Got Talent April 21
 - vi. Grade 7 Farewell June 22
 - vii. Parish Chicken BBQ September 11
 - viii. Gala October 21

5) Gala Update

- a. Claire Ponsford
- b. Gala 2017 is October 21**
- c. Pre-planning meeting February 15
- d. Steering Committee and Acquisitions Team confirmed by mid-April
- e. Planning starts in May; Steering Committee meets monthly until September, then weekly
- f. Classroom Projects Team
- g. Gala Crew (PPP approved) active Gala week October 17-21

6) Parent Participation Program

- a. Anna Hewstan
- b. Appreciation expressed for participation
- c. Track hours on www.onvolunteer.com
 - i. Submit or verify hours before February 17
 - ii. Cheques will be cashed March 1
- d. Re-enrolment and commitment form

7) Outdoor Education

- a. Three-day camping trip for Grade 7
- b. Fundraising
 - i. Advent candles
 - ii. Freezies
 - iii. You've Got Talent, April 21
 - iv. Hot Lunch



8) Policy Information

- a. Lauren Dattilo
- b. Policies in Parent Handbook on website
- c. Snow
 - i. 6:45 on website
 - ii. Telephone callout system
 - iii. If snowday has not been confirmed, attendance at school is ultimately a judgement call from parent to ensure safety of children
 - iv. Question from parent raised regarding girls uniform in cold weather and Mrs. Regush confirmed that snowpants or sweatpants outside in cold weather is acceptable to ensure comfort of students. Other CISVA schools are discussing winter uniform option for girls.
- d. Uniform Update in Handbook
 - i. Removes ambiguity
 - ii. Dryfit shirt added as option for gym strip
- e. Tuition Categories Reviewed
 - i. Category 1 Parish Participation can be demonstrated by tithing and involvement in ministry
- f. Issue Resolution
 - i. First approach individual directly
 - ii. Principal would be next course of action if not resolved, then PEC if necessary

9) Principal's Report

- a. Field repair
 - i. \$125000
 - ii. Expected life of grass field is approximately 20 years and previous field was 18 years old
 - iii. Planning for substantial completion in the spring, including installation of permanent fencing
 - iv. Delays have been due to a late start by contractor (six weeks) and arrival of winter weather
- b. School projects:
 - i. Security enhancements
 - ii. Signage enhancements at north side
 - iii. New phone system
- c. Income tax receipts:
 - i. Due to stabilization of school size, deduction for some families has decreased
 - ii. Please approach Mrs. Regush if there are further questions



- d. Tuition increase
 - i. Tuition must be increased within a range mandated by the CISVA
 - ii. If support is needed, parish subsidies are available

- e. Registration packages available for pickup

Next Meeting: Tuesday, March 7, 7:00

Meeting Adjourned: 7:35