

- **Approval sought:** Mrs. Maureen Moorehead sought approval for “Strong Girls/Real Boys program which costs CAD2,500. This is an eight-week program to help Grade 7 girls and boys discover their strengths, learn about health and unhealthy relationships, expressing emotions, and experience their inner voice. Workshops are customized based on the school context and community. The program is intended to work alongside religious education curriculum. Approval is not given during the meeting. Shortly after the meeting, Dr. John Yun and Mrs. Maureen Moorehead had further discussion about this proposal and Dr. John Yun approved to go ahead with the program with a comment to having more detailed information from the onset. Mrs. Maureen Moorehead assured Dr. John Yun that the best way that she can get firsthand information is to shadow the existing instructor this year so she is able to deliver it herself next year.

Pastor’s Report

Fr. Luterbach reported that Archbishop Miller will be consecrating the new altar and will be dedicating the new church on January 26th.

Fr. Luterbach reminded the members that there used to be a Parish Council report at PEC meetings.

Member Reports

- **Staff**

Mrs. Nicole Kelly expressed gratitude for the new chairs for kindergarten.

- **Maintenance**

No report

- **Treasurer**

Mr. Herb Wong presented the school year 2017/2018 financial statement. Revenue exceeds expenses during the year with over CAD90k surplus. The school remains to have a very healthy financial position, surplus for the last school year mainly due to walkathon fundraising and additional Ministry of Education contributions.

Mr. Herb Wong suggested to write down the CAD50,000+ receivable from the Parish as it has been sitting in our balance sheet for over 10 years. Superintendent and auditors require PEC approval prior to write down. Further discussion is required; no motion to proceed with the write down as this time.

- **IT**

Mr. Michael Cam reported that the external services company, Classmate, who previously presented their services was deemed unnecessary. Mr. Michael Cam and Mrs. Maureen Moorehead both agreed that the current IT staffing is sufficient to operate the school IT requirement.

Mr. Michael Cam reported that there is a new printer upstairs. This new equipment will save the staff some time in getting up and down the printing room.

Mr. Michael Cam discussed the need to purchase the following equipment, software and licenses for a total of CAD8,140:

CAD 765	Smart document camera for primary; existing camera is used by intermediate
CAD1,130	Macbook for new music teacher Mr. Mark Yang
CAD1,130	Replace outdated Macbook for Ms. Clarissa Guevarra in kindergarten
CAD 975	Software to manage iPads; one time setup and configuration
CAD1,170	Software license to manage iPads; annual license for 100 iPads
CAD2,170	Software license to manage Chromebooks; perpetual license for 62 units
CAD 800	Various apps for iPads; new apps and apps needing upgrade to VPP

After the discussion, a motion was raised by Mr. Michael Cam to purchase the above. The motion was seconded by Mr. Herb Wong.

- **Parent Participation**

Mr. Mark Acosta reported that there are two new parent volunteers assigned to bingo. All bingo positions are now filled.

Meeting adjourned at 8:00pm with a prayer.

Next meeting: Tuesday, October 9th at 7pm