

**St. Paul School**  
**Parish Education Committee**  
**Minutes of the Meeting**  
**Tuesday, January 8<sup>th</sup>, 2019**

**Present:** Fr. Dennis Luterbach  
Dr. John Yun  
Mrs. Maureen Moorehead  
Mrs. Nicole Kelly  
Mr. Herb Wong  
Mr. Trevor Henry  
Mr. Mark Acosta

**Absent:** Mr. Michael Cam, Mr. Kelsey Mah, Mrs. Angelica Revillosa

Meeting began at 7:02pm with an opening prayer “God has a plan – A Journey Toward Perfection”.

Minutes from December 2018 meeting: motion to pass the previous month’s minutes of the meeting was put forward by Mr. Mark Acosta and seconded by Mr. Trevor Henry.

**Chairperson’s Report**

Dr. John Yun discussed the following in relation to the plan to earthquake proof the school building. Below are the next steps to be taken:

- o Earthquake proofing will be discussed at every PEC meeting. Minutes of the meeting will contain ongoing plans for seismic upgrades to the school building.
- o We will proceed with new architectural assessment after clarification from the Archbishop is received.

**Principal’s Report**

• **Recent Events**

Mrs. Maureen Moorehead reported the following events:

- o Christmas Concert
- o Destination Imagination Bake sale
- o Basketball hoops installed
- o Confirmation retreat this Saturday
- o Grade 5 & 6 to Grouse Mountain
- o Feast Day

• **Staff Faith Development**

Mrs. Maureen Moorehead discussed the new program to lead with staff titled “Altartation”. The program is aimed at teens, Altartation focusses on the Mass, encouraging reverence and engagement. There will be videos, workbook resources and small group discussions. The program will take between 6 to 8 sessions to complete between now and June.

• **Concerning letters received**

Mrs. Maureen Moorehead shared with the members that since June 2016, she received a total of four anonymous letters regarding complaints against teachers, parents and

classroom dynamics. Repeated efforts have been made to encourage the “concerned parent” to come forward. A fifth letter received yesterday was sent to a teacher and had a moderately threatening language. The RCMP has been contacted and a case has been opened.

### **Pastor’s Report**

No report.

### **Member Reports**

- **Staff**

No report

- **Maintenance**

No report

- **Treasurer**

Mr. Herb Wong reported that for the period ended December 31, 2018, we have a surplus of CAD89k. This is primarily from the walkathon fundraiser proceeds and lower spend on teaching staff cost compared to budget.

Mr. Herb Wong went over the auditor’s comments and recommendations relating to SY2017-2018 statements. Some minor adjustments were made to comply with the auditor’s recommendations.

- **IT**

No report

- **Parent Participation**

Fr. Dennis Luterbach approved the request to not have Bingo on October 31, 2019.

Mr. Mark Acosta presented revised version of the parent participation form. After some minor modifications, the form has been approved by the PEC.

- **Update from Parish Council**

No report

Meeting adjourned at 8:20pm with a prayer.

**Next meeting: Tuesday, February 12<sup>th</sup> at 7pm**