

**St. Paul School  
Parish Education Committee  
Minutes of the Meeting  
Tuesday, January 14<sup>th</sup>, 2020**

<b>Present:</b>	Fr. Dennis Luterbach	Mr. Michael Cam
	Dr. John Yun	Mr. Ricky Bravo
	Mrs. Maureen Moorehead	Mr. Trevor Henry
	Mrs. Clarissa Teodosio	Mrs. Angelica Revillosa
	Mr. Mark Acosta	
<b>Absent:</b>	Mr. Kelsey Mah	

Meeting began at 6:33pm with an opening prayer.

Minutes from December 2019 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

- **Seismic Upgrade Update**

The meeting started with a presentation by Mr. Jim Wong on the structural seismic assessment report submitted by Bush, Bohlman & Partners with the goal to help PEC members understand the report. The committee thank Mr. Wong for the assistance given in going through the report in detail.

A motion was raised by Dr. John Yun to accept the structural seismic assessment report submitted by Bush, Bohlman & Partners. The motion was seconded by MR. Trevor Henry. All members agreed.

Dr. John Yun mentioned that the report will be shared with the Parish Council and CISVA.

## Principal's Report

- **Recent events**

- Mrs. Maureen Moorhead reported the following events:
  - Christmas Concert
  - Grouse mountain ski trips
  - Sacramental preparation begins
  - Pro-D on January 20<sup>th</sup>
  - Richmond Orchestra and Chorus
  - Feast Day on January 24<sup>th</sup>

- **Increase in Tuition rate for 2020/2021**

- Prior to the meeting, Mrs. Maureen Moorehead sent via email a communication from CISVA regarding a mandatory minimum increase in tuition fee of CAD17 for the first child category A.

- Upon further discussion and considering that we have not increased the tuition fee for the last 3 years, a motion was raised by Mr. Ricky Bravo to increase the tuition fee by \$20 per month for first child category A and pro-rated for additional child. The motion was seconded by Mr. Trevor Henry. All members agreed except Fr. Dennis Luterbach who opposed the motion.
- **Education Assistant Staffing**
  - Mrs. Maureen Moorehead reported that Education Assistant Kate Germaine has resigned due to family reasons back in Ireland. We are currently looking to replace her.
- **Request for extended leave**
  - Mrs. Maureen Moorehead reported that Mrs. Anne Kordyback has requested for a leave of absence from January 20<sup>th</sup> to February 6<sup>th</sup> due to personal reasons. She is a part-time employee and will miss 6 days of work. PEC approved the request.

### **Pastor's Report**

No report

### **Member Reports**

- **Staff**

No report

- **Maintenance**

No report

- **Treasurer**

Prior to the meeting via email, Mr. Ricky Bravo circulated the December 2019 financial statements. On a year to date basis, there's a CAD12k favourable variance compared to budget.

Mr. Ricky Bravo raised a motion to allow the option of using pre-authorized debit (PAD) for tuition fee payments. The motion was seconded by Mr. Trevor Henry.

- **IT**

No report

- **Parent Participation**

Mr. Mark Acosta reported that the new Bingo schedule has been sent out.

- **Parish Council Update**

No report.

Meeting adjourned at 8:31 pm with a prayer.

**Next meeting: Tuesday, February 11<sup>th</sup> at 700pm**