

**St. Paul School  
Parish Education Committee  
Minutes of the Meeting  
Tuesday, October 13<sup>th</sup>, 2020**

**Present:** Fr. Thomas Smith  
Dr. John Yun  
Mrs. Maureen Moorehead  
Ms. Clarissa Guevara  
Mr. Mark Acosta  
Mr. Ricky Bravo  
Mr. Kelsey Mah  
Mr. Trevor Henry  
Mrs. Angelica Revillosa  
Mrs. Carolyn Law  
Mrs. Louveign Secord  
Mr. Joseph Lo

**Absent:** Mr. Michael Cam

Meeting began at 7:14pm with an opening prayer.

Minutes from September 2020 meeting: motion to pass the previous month's minutes of the meeting was put forward by Mr. Kelsey Mah and seconded by Mr. Trevor Henry.

### **Chairperson's Report**

No report

### **Principal's Report**

- **Recent/Upcoming events**

Mrs. Maureen Moorhead reported the following events:

- Meet the Teacher evenings
- Class Masses
- Photo Day
- First Aid Recertification
- BC Shakeout Earthquake drill
- Learning Conferences
- Interim reports

- **Students in Temporary Transition Option**

Mrs. Maureen Moorehead reported that there were 38 students learning from home during the first week of September. 17 students have since returned, which leaves us with 21 students still learning from home. Next intake date is November 16<sup>th</sup>, however, CISVA may extend final return date to January.

- **Further Materials Acquired due to Covid-19**

Mrs. Maureen Moorehead reported the following additions materials acquired due to Covid-19

- Air purifying units for each classroom, library, office and Learning Resource. 3 quotes have been sourced for this purchase, decided on the quote for Germ Guardian True HEPA Ultra-quiet air purifier). 12 units were purchased for CA\$279.99; total of CA\$3,775.84.

- o Two smaller "fogging" machines for disinfecting (Music room and Kindergarten classroom)
- **Walkathon**  
Mrs. Maureen Moorehead reposted that the walkathon fundraising has been postponed until May 21, 2021.
- **Online Registration**  
Mrs. Maureen Moorehead reported that we will be transitioning to online registration for next school year. Help will be needed from the IT team to get this implemented.
- **Request from Ms. Rumpel**  
Mrs. Maureen Moorehead presented a letter from Ms. Monica Rumpel, Music teacher, requesting to teach remotely for two days in January. She will be travelling abroad to visit her boyfriend's family and will need to self-isolate for 14 days upon her return. Her current holidays are not sufficient for an adequate visit while factoring in the period of self-isolation. Discussions were made on this request and because the reason for travel is not a significant life event, the committee decided to grant the request for a leave without pay instead of the original request to teach remotely. During these two days, the students will not have a music class.

## **Pastor's Report**

Fr. Thomas Smith reported that there will be a weekly school Mass, each class will attend Mass every 8 weeks. Also, confession for each class will be scheduled once a week instead of only during Christmas and Lent. He discussed the various advantages of getting this schedule implemented; that students tend to be more confident and get used to going to confession and focusing more on what they are going to confess to the priest.

## **Member Reports**

- **Staff**

Ms. Clarissa Guevara reported that the school teaching team is now adjusted to the Covid routine, from timing of when the students leave the classroom to ensure that there is no crowding in the hallway to ensuring the kids practice social distancing.

- **Maintenance**

Mr. Kelsey Mah reported that the maintenance has extra bodies this year to help out the team.

- **Treasurer**

Mr. Ricky Bravo reported that we have received CA\$23,006.17 grant from the Federal government for covid-19 related purchases.

Mr. Ricky Bravo also mentioned that the financial statements for September are not ready yet but will be ready for the November meeting. .

- **IT**

Mr. Joseph Lo mentioned that there have been concerns from the teachers about the slow Wi-Fi at the school. Our internet provider, Shaw Communications will be contacted to check out options before a decision is made. The IT team is hoping to address this concern as soon as possible.

- **Parent Participation**

Mr. Mark Acosta discussed the option of Purdy’s chocolate fundraising for Bingo parents. CWL who normally do the Purdy’s fundraising during Christmas season will not be doing the fundraising this year due to logistics issues resulting from Covid-19 restrictions. During Christmas season, the school sponsors a charity which will conflict with the proposed fundraising activity. The committee decided to move the fundraising activity to during Lent.

- **Parish Council Update**

No report

- **2020-2021 PEC**

Chairperson and CISVA Delegate  
Vice-Chairperson and Parent Participation  
Treasurer and Parish Council Liaison  
Secretary and Socials  
Maintenance  
Information Technology  
Parent Participation

Dr. John Yun (Elected 2019)  
Mark Acosta (Elected 2019)  
Ricky Bravo (Appointed 2019)  
Carolyn Law (By Acclamation 2020)  
Kelsey Mah (Elected 2019)  
Joseph Lo (Appointed 2020)  
Louveign Secord (By Acclamation 2020)

Meeting adjourned at 8:30pm with a prayer.

**Next meeting: Tuesday, November 10<sup>th</sup> at 7:00pm**