

**St. Paul School
Parish Education Committee
Minutes of the Meeting
Tuesday, May 9th, 2023**

Present: Father Thomas Smith Ms. Clarissa Guevara
Ms. Maureen Moorehead Mrs. Carolyn Law
Mrs. Louveign Secord Mrs. Mar Tinsay
Mr. Mark Acosta Mr. Joseph Lo
Mr. Ricky Bravo

Absent: Mrs. Kitty Estrella

Meeting began at 7:03 pm with an opening prayer led by Fr. Thomas Smith.

A motion was put forth for the approval of the minutes from the last meeting by Mr. Ricky Bravo and seconded by Mr. Mark Acosta. The PEC is all in favour. The motion was passed.

Chairperson's Report

Mrs. Louveign Secord reported that the Community Builder Car Wash event on June 17th from 1:00 pm to 3:00 pm has already been announced in the parish. The flyer has been made and is posted in the parish office and covered area bulletin board. There are 17 grade seven students and 5 grade 5 families signed up to volunteer. So far, there has only been one car booked. Mrs. Louveign Secord would like to ask the homeroom parents to announce the car wash to their respective classes. Going forward, we should consider setting up a committee solely for community events.

Principal's Report

Ms. Maureen Moorehead reported on the following events:

- **Recent/Upcoming Events:**

- **Sacraments:** The Sacrament of Confirmation took place on Tuesday, May 2nd and the Sacrament of First Holy Communion took place on Saturday, May 6th.

- **Screenagers evening:** on May 16th from 7-9 pm for Grades 4 to 7 parents discussing Sexuality and Your Child. Parents will watch a 68 min film in the classrooms which will cover the use of technology, social media, and how to establish healthy boundaries. This will be followed with some post-film discussions.

- **Theme Development Day:** Mrs. Nicole Kelly, Mrs. Gail Imoo, and Ms. Maureen Moorehead attended this event on May 25th at St. John Paul II in Vancouver. The themes over the next 3 years are "Living, Celebrating, and Proclaiming Our

Faith” with each year focusing on a different word. Next year’s focus will be “Living our Faith.”

Jeans Day: Dress Down day on May 26th, with funds donated to the BC Children’s Hospital.

Planning Day: on June 2nd, the staff will plan for the following school year

- **Hiring Update:** Mr. Mills is our newest Education Assistant. We are still looking to hire for Grade 6, as well as for one or two more Education Assistants.
- **Approval needed for the new Christian Education resource *Alive in Christ*:** Mrs. Nicole Kelly came across this resource and would like to pilot its use in Grades 1 to 5. This has already been approved by RCAV for use in the CISVA classrooms. The total cost for a class set for each class is \$1642. 71. This resource is reusable. Fr. Thomas Smith would like to look over the resource before it is put into use.

Mrs. Louveign Secord motions to approve the purchase of the new Christian Education Resource *Alive in Christ* to be piloted in Grades 1 and 5 for \$1642.71. The motion is seconded by Mr. Joseph Lo. The motion passes with the PEC all in favour.

Pastor’s Report

Fr. Thomas Smith reported that both Sacraments for Confirmation and First Holy Communion went extremely well. He especially enjoyed seeing how excited the children were, as this is our first “normalized” celebration of the sacraments since Covid-19. The procession into the parish was very lovely. The diocese was present for both sacraments to take pictures.

Member Reports

Staff

No report

Maintenance

Mr. Mark Acosta reported that the maintenance crew has now gone down to 10 from 12. He will see if just having 10 will work. Mr. Mark Acosta would like to put together a manual of operations and possibly train someone in advance as this will be his last cycle on the PEC. Fr. Thomas Smith recommended that the groundskeeper, Cat, be the contact person for scheduling for orders, vendors, etc. since he will need to be present.

Treasurer

According to St. Paul School budget date of July 2022 to April 2023:

	April:	Year To Date
Revenue =	\$269, 778.80	\$1, 852, 598.29
Expenses =	\$206, 721.20	\$1, 721, 996.06
Surplus =	\$63, 057.60	\$130, 602.23

IT

Mr. Joseph Lo reported that the photo copiers were recently replaced. Now the staff laptops are printing without issues. He was purchasing the iPads two at a time. Apple has just approved us for a corporate account, so now we can buy more than two at one time at the discounted price. The kindergarten class will need 6 more iPads. The replaced iPads from the higher grades can be shifted to the kindergarten class. All the iPad cases need to be replaced. Can our restricted funds for IT be used up or does the balance go back into the school budget? Mr. Ricky Bravo will check with Ernst & Young if there is a policy regarding what happens to the balance of the restricted funds.

Parent Participation

Mrs. Mar Tinsay reported that the new bingo schedule is almost complete. June 6th is the Bingo Assembly.

Parish Council

Fr. Thomas Smith reported that the council is working on the annual summer Parish Picnic.

New Business

Mr. Mark Acosta asked for clarification regarding the budget for the Grade 7 Farewell hosted by the Grade 6 class. Ms. Maureen Moorehead confirmed that the budget allowed is \$1500. All classes will get the same budget.

The meeting was adjourned at 8:20 pm with a closing prayer led by Fr. Thomas Smith.

Next meeting: Tuesday, June 13th, 2023 at 7:00 pm.