

**St. Paul School
Parish Education Committee
Minutes of the Meeting
Tuesday, May 13th, 2025**

Present:	Ms. Maureen Griffin	Mrs. Kitty Estrella
	Mrs. Louveign Secord	Mrs. Sarah Bravo
	Mr. Mark Acosta	Mr. Joseph Lo
	Mr. Robert Kirkham	Mrs. Carolyn Law
	Mrs. Mar Tinsay	

Absent: Father Thomas Smith

Meeting began at 7:00 pm with an opening prayer.

A motion was put forth for the approval of the minutes from the last meeting by Mrs. Kitty Estrella and seconded by Mr. Mark Acosta. The motion passed with the PEC all in favour.

Chairperson's Report

Mrs. Louveign Secord reported that we have received two nominations for the PEC. The new members will be joining us at the next meeting in June.

Principal's Report

Ms. Maureen Griffin reported on the following events:

- **Recent/Upcoming Events:**
 - Sacraments of Confirmation and First Communion:** Sacrament of Confirmation was on Tuesday, April 29th and Sacrament of First Communion was on Saturday, May 10th. Both sacraments went very well.
 - Student Led Conferences:** On Friday, April 25th.
 - Scholastic Book Fair:** From April 22nd through to April 25th in the library. The book fair was very successful. \$5091 worth of books/items sold with a profit of \$1893, to be put towards updating our library catalogue.
 - Track and Field:** Practices are started, with all staff involved. Our track meet with St. Joseph the Worker is on Thursday, April 15th. The CISVA track meet is on Wednesday, May 28th and Wednesday, June 4th at Swangard Stadium.
 - New Archbishop:** Our new Archbishop is Richard Smith.
 - New Pope:** Immediately following morning Mass on May 8th, the school was able to watch our new Pope Leo XIV make his speech after his election.
- **Kindergarten Renovation:** New flooring, addition of two new toilets, and enclosure of partition between portables, with single door installation, and addition of a window.

Three quotes provided:

1. Clint's Contracting - \$18,000
2. Coso Investments Corp. - \$42,645
3. GSP - \$76,884.39

Clint's Contracting has previously done work for the school. He is waiving all labour costs.

A motion was put forth to hire Clint's Contracting to complete the necessary St. Paul School renovations according to the proposed cost of \$18,000, with the condition of approval by Father Thomas Smith, by Mrs. Carolyn Law and seconded by Mrs. Sarah Bravo. The motion passed with the PEC all in favour.

- **Staffing 2025/26:** Teacher hiring is complete. We are still looking for one EA. Staffing announcements will be made in the Thursday Letter.

Member Reports**Staff**

Mr. Robert Kirkham reported that we have an EA on practicum until the end of June in grades Kindergarten, Grade One and Grade Three.

Maintenance

Mr. Mark Acosta reported that the wood chips are on the way. The Saturday Work Party team is prepared for when he is leaving the PEC at the end of June. Additionally, there is someone available to be put onto Bingo.

Treasurer

Mrs. Sarah Bravo reported that the budget is currently at a surplus of \$186,987.31.

IT

Mr. Joseph Lo reported that the new SmartBoard has been installed in Kindergarten.

Parent Participation

Mrs. Mar Tinsay and Mrs. Kitty Estrella reported:

- The Bingo schedule is near completion. There is still a missing shift in June that needs to be filled. The Bingo assembly is scheduled for June 2nd. It will be a good idea to invite the two new members to PEC to attend the assembly for exposure, as we don't yet know which will be joining Parent Participation.
- The purple participation form has been revamped; however, parents are still only marking one option, when two options are required. A suggestion is to add "forms will not be accepted unless two options are chosen."

Parish Council

No report.

New Business

The Uniform Swap Meet is scheduled for Wednesday, May 21st at 2:00 pm.

The meeting adjourned at 8:05 pm with a closing prayer.

Next meeting: Tuesday, June 10th, 2025 at 7:00 pm.