

St. James & St. Ann's Regional Education Committee

Approved ~ MINUTES ~ January 8, 2025

Wednesday, November 27, 2024 | Start Time: 6:30 pm

Location: St. James & St. Ann's Elementary School

Present: Tasha Mijinke: Secretary/Community, Marc Vella: Parent Participation, Greg Steinbichler: Maintenance, Gianni Bittante: Principal, Fr. Richard Zanotti: Archbishop Representative, Andrew deVerteuil: Treasurer, Greg Kenny: Chairperson, Kristine Quisias: Fundraising, Jake Turek: Vice Chair; Christy Dos Santos Teacher Rep, Lauren Schweagele: Teacher Rep, Sheena Lewis: Vice Principal

1. Faith Formation – 15 minutes -Fr. Richard – *Materials provided to be read on our own time and discussed at the next meeting.*
2. Call Meeting to Order - *Greg called the meeting to order at 6:42 pm*

We acknowledge that St. James and St. Ann's school is located on the unceded and traditional lands of the Sumas (sue-mass) and Matsqui (mats-sqwee) First Nations people, and the Stó:lō (staw-low) people." With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

3. Amend / Adopt the Agenda – *Marc, Greg S.*
4. Appreciations – *Tasha shared an appreciation for all the teachers and staff for the extra time and commitment to get ready for the Christmas concert.*
5. Correspondence – *Mostly shared in-camera, one later in the meeting*
6. Review and Approve October Minutes – *Jake, Marc*
- 7.—Policy Manual Review – *Jake (Discussed Policy 317 – Teachers Changing Schools) – Jake shared the policy surrounding the policy for teachers moving schools within the CISVA. Letter of Intent, pastoral letter, teacher can return to the original school if they don't get a job at another school. Letters must be received by April 15th, and keep their position open until April 30th*

8. Main Reports:

- a. Archbishop's Rep. Report – *Fr. Richard – shared later in the meeting*
- b. Chair Report – *Greg – nothing to report*
- c. Principal Report – *Gianni – as submitted*
- d. Treasurer Report – *Andrew – The Block grant is lower than expected due to the September payment being \$31,260 less than expected as a result of the 2023/24 school year. (CISVA overestimated this amount). We are just under \$49K behind on our projected budget from September mainly due to this grant. Our expenses are currently lower than expected by \$10K. If it weren't for the Block grant we would currently be in the positive.*

9. Additional Reports:

- a. Teachers Report – *Christy and Lauren – The main focus is the Christmas concert right now. The choir practices regularly. The Gr. 4 reading link challenge starts this week. Art club started this week with Mrs. Doyle. Grades 4&5 going to ACT, Charlotte's Webb. Christmas cards were made for students for the Prison Ministry. Gr. 5 continued Tabor court visits and delivered cards and handmade gifts to residents. Gr. 7 knitted tuques for migrant workers and are volunteering with Night Shift and Special Olympics and working through their Christmas treasury. The leadership team is planning Christmas activities for the school. Christmas costume emails will be going out to families this week.*
- b. Maintenance Report – *Greg S. – The grade 5 classroom window is in and will be replaced next week. The bin has been moved. The plans for the Kitchen upgrade should be done soon.*
- c. Fundraising Report – *Kristine – as submitted*

- d. Parent Participation Report – *Marc – as submitted*
- e. Community Relations Report – *Tasha – as submitted*

10. Old Business

- a. Kitchen Renovation – *Gianni/Greg S. – Greg is working on a plan but the actual work most likely won't start until the New Year.*
- b. After Hours Security – *Gianni presented us a quote for \$9859 plus GST from (604?) Including all the cameras, parts, and labour. We will see how the budget pans out before we commit to proceed.*
- c. CISVA AGM – November 5, 2024 – *Fr. Richard brought copies of the annual report and shared the main points from the meeting.*
- d. Shredding of Sensitive Materials – *Gianni confirmed that this will work and has started the process.*
- e. Rental Rates for Gym – *Gianni said that the volleyball teams came back saying that the proposed rates were too high, so he decreased them and they will start their rentals in January. One group was reduced to \$50-55/hr without the hourly supervisor rate. Sean will be onsite if there are any emergencies and will lock the doors afterwards for \$20. The other club is at a rate of \$40/hr because they are donating pole pads (approx. Value of \$1400)*
- f. Budget Review and approval/signing – *Andrew completed the last meeting and submitted it on time.*
- g. Confirm Meeting Dates for 2025 (November 27 (Set Tuition Rate), January 08 (Open House January 22), February 26 (AGM?), April 09, May 28, June 17) - *AGM confirmed for February 26th to align for when the income tax receipts are ready for distribution.*
- h. REC Committee Positions – *Tasha shared the composition of the REC since 2019 and the 4 supporting parishes with 2 representatives from each parish. Fr. Richard will contact Fr. Donaley to follow up on an interested parishioner from St. J&A*

11. New Business

- a. National Anthem – *Greg – received a phone call and letter from Tina Gerard in regards to the National Anthem missing from the daily morning routine. NB, NS, Manitoba and Ontario schools are required to sing it every morning. Christy and Lauren were asked for their opinion. Sheena suggested utilizing it as a teaching moment and gathering input from teachers before starting it as a daily routine. They can introduce it at an assembly and hymn sing in January and work up to a daily routine.*

- b. Christmas Skate – *Tasha shared information about the second annual Christmas Skate planned for December 20th at ARC. The cost is \$212 for the ice rental and parents will be asked for donations towards the skate and helmet rentals.*

- c. Promotion/Advertising for Open House – *Tasha shared prices for print media and flyers. She will look into a cheaper price for flyers and follow up on the print media. A discussion was had around social media and targeted marketing. Tasha will follow up with Pablo for access to the school's FB page. The REC agreed that a budget that resembled the 2023 budget was reasonable.*

12. Our next meeting: Wednesday, January 08, 2024

13. In-Camera

14. Closing Prayer

15. Meeting Adjourned