

Our Lady of Fatima Education Committee Meeting

Minutes for May 11, 2016

Present: Peter Wheatley, Gordon Lemaire, Adeola Adeyemi, Mary Abraham, Byron Ritchey, Patrick Singh, Fr. Chisholm, Maria Katsionis, Sonia Cook

Absent: Danielle Hearn,

Recorder: Mary Abraham

Guests: Nathalie Magel, Zobeida Slogan, Alejandra Vargas, Claudia Suarez

Meeting called to order at 7:00 pm

1.0 Opening Prayer

2.0 Approval of Agenda

- Motion to accept the agenda as amended - Patrick
- Motion seconded - Byron
- Motion carried

3.0 Approval of Minutes

3.1 Approval of the April 13, 2016 minutes

- Motion to accept the minutes as amended - Byron
- Motion seconded - Patrick
- Motion carried

3.2 Approval of the April 20, 2016 AGM minutes

- Motion to accept the minutes as amended - Adeola
- Motion seconded - Patrick
- Motion carried

4.0 Old Business:

4.1 Carnival update

- Sonia Cook has taken over the organizing of the volunteers for setting up, running the games and cleanup. The games will be set up tomorrow.
- Maria Katsionis has arranged for the Moneris terminals.
- Tickets sales will start tomorrow.
- Kim Crossman has worked hard decorating.
- Mrs. Mandarino has organized the volunteers for White Spot.

5.0 Correspondence

5.1 Correspondence from Tiziana Maselli

- Tizianna Maselli has been in charge of recycling juice boxes for the past couple of years. She is asking that this role be recognized as a coordinator position. She is proposing to organize three bottle drives per year in addition to the regular weekly recycling.
- **Motion:** That Tiziana Maselli be given the role of Recycling Coordinator for the 2016 - 2017 school year – Peter
 - Motion seconded - Gordon
 - Motion carried

5.2 Zobeida Slogan (presentation)

- Zobeida Slogan is proposing the addition of three new volunteer positions.
 - A Communications Coordinator who would act as a buffer between the PEC and parents. The Coordinator would pass on complaints and ideas to the PEC and relay the responses back to the parents.

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- A Communications administrator who would help the coordinator and would also help develop and update manuals.
- A PPH planner to support the PEC's PPH Coordinator. They would help anticipate volunteer needs proactively rather than be reactive.
- As logging of hours will no longer be a part of the PPH portfolio, the duties of this position will be broadened to include more planning for future needs.

6.0 Website Launch

- The families have been inputted into the new PPH system.
- Tom Gianelli has been enlisted to manage the new PPH website. An email will be setup for website support. Tom will enter in volunteer opportunities and field requests and questions from teachers and parents.
- The school website and the PPH website need to be linked.

7.0 PEC Reports

7.1 Maintenance

- There were a lot of items on the list of jobs for the work-bee. No electricians came to this work-bee so checking of light ballasts could not be done.
- The Carnival games have been checked and are ready for Friday.
- Byron is not available for the June work-bee. Patrick will run the work-bee.
- The school windows will be boarded the week after school ends.
- All work-bee PPH has been logged.

7.2 PPH

- PPH entry is almost up-to-date.

7.3 Treasurer's report

- Income and Expenses are tracking close to what was budgeted.

8.0 Administration Reports

8.1 Principal's report

- Mother's Day Tea was a huge success. Maria's Uncle John entertained for the event.
- The performance choir won silver and the chamber choir won gold at the Chancellor Festival.
- Grades 2f, 3f, 4f, 5f won gold at the Verbathon.

8.2 Vice-Principal's report

- On Monday the school had an evacuation and release drill. Procedures were followed, attendance was taken and the students were put into family groups. Parents lined up to pick up their children at 1:30. Overall everything went smoothly.

9.0 Closing Prayer

Meeting Adjourned at 7:50 pm