

Our Lady of Fatima Education Committee Meeting

Planning Meeting Minutes for June 1, 2016

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

Recorder: Mary Abraham

Meeting called to order at 7:30 pm

1.0 Opening Prayer

2.0 Approval of Agenda

- Motion to accept the agenda - Gordon
- Motion seconded - Byron
- Motion carried

3.0 Looking back last year's priorities

- The gym floor has been replaced
- Security cameras have been installed.
- It was decided to reassess the need of a gate to close off access to the fire lane near the kindergarten classes. It has not been an issue this year.
- The kitchen in the gym had been cleaned out for repurposing as a quiet room for special needs students. However, the Smart Boards given to the school had been temporarily stored in the kitchen. During the last work-bee they were moved into the Britco.

4.0 Projects for the coming year

4.1 *Painting of the exterior of the main school building.*

- The exterior of the main school building is in need of a paint job and the stucco needs repairing in some areas. This has been budgeted for.

4.2 *Completion of the painting of the gym walls.*

- The upper walls and trim line will be painted over the summer.

4.3 *Replacing the light fixtures in the gym*

- It is planned to replace the obsolete gym light fixtures with more energy efficient led fixtures that are designed for gym use.

4.4 *LAC office space*

- Dividers will be acquired to create the LAC offices.

4.5 *Handicapped signage.*

- The laminated handicapped signs for the parking stalls by the music portable have been ripped down. More durable metal handicapped signs will be attached to the plastic delineators.

4.6 *Installation of the Smart Boards*

- The Smart Boards will be installed in classrooms over the summer.

5.0 Projects on the wish list

5.1 *Kindergarten washrooms*

- The kindergarten washrooms are in need of refurbishment.

5.2 *Kindergarten floors*

- The paint on the kindergarten floors is scratched up.
- Possible flooring solutions include repainting the floors, or installing linoleum or carpet.

5.3 *Britco container to store emergency supplies*

- It had been suggested that another Britco container be purchased and installed on the grounds by the sandbox to be used to store emergency supplies.

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6.0 Budget

- The preliminary budget has been submitted to CISVA.

7.0 New Curriculum

- Over the next few years the school has to transition to the new curriculum. There are not many resources to support the transition yet.
- Maria has been trying to determine the financial impact of moving to the new curriculum.
- The external evaluation date has been moved to 2018 to put it in line with the internal evaluation. There will only be a monitoring visit this fall.

8.0 New PPH program

- The link to the new PPH website and login information has been sent out to the parents via email.
- The link to the PPH website still has to be imbedded onto the school website.
- Tom Gianelli will manage the website and provide technical support to teachers and parents.
- Coordinators and classroom parents have to be assigned.
- Manuals for the class events are still in the process of being developed.

9.0 Community Building events

- Possible suggestions for community events include a Christmas Fair, a Pub Night, a golf tournament for Father's Day, or a Cinco de Mayo event.
- It is felt that there is a need for a community building fundraising event for parents.
- It was suggested that a Fatima Night Coordinator position be created. The Coordinator would be responsible for planning a themed adult fundraising event.

Meeting Adjourned at 8:50 pm