



ST. ANN'S ACADEMY
ESTABLISHED 1880

SAA School Committee Meeting Minutes November 2020

Date: November 24, 2020 (Zoom meeting)
Call to Order At: 6:10 pm
Recorded By: Jacob
Committee Attendance: Jacob, April, Greg, Jeanne, Alfred, Fr. Derrick

Admin Attendance: Patrick, Katherine
Staff Representative: Tony, Deanna
Guests Present: None
Regrets: Steve, Brent

Opening Prayer: Fr. Derrick

Adoption of Agenda: Jeanne could not join the meeting early due to connection issues and Greg volunteered to Chair the meeting temporarily before Jeanne was able to join and continue afterwards. Motion to adopt the agenda was moved by April and seconded by Jacob.

Adoption of Previous Minutes: Adoption of minutes of October meeting which was circulated *via* email was moved by April and seconded by Jacob.

Correspondence (Jacob):

- Approval to use SAA hillside facing Royal Inland Hospital by Kamloops Pro-life Society was granted and extended until 2021, for any Pro-life Campaigns.
- A letter was received from the Bishop in response to the SAA Committee request indicating that he has set up a 5-member committee with the goal to provide clarity regarding the SAA internally restricted capital project funds with a current balance of \$ 525, 746.00. The CISKD committee will meet sometime in January, 2021.
- School Committee's email address to be updated to reflect the name change from council to committee. Patrick to follow up with this.

New Business

Highlights from CISKD AGM (Fr Derrick):

- Number of student in most school are down
- Most of the schools are financially stable.
- CISKD bylaws were reviewed and it reveals that there is a need for an update.
- Election of board directors was held leading to the election of 5 members on the board.

Liaison with SAPA:

- According to Greg, Steve had met with a member of SAPA and that something might be coming out of it. At this time no one from the school committee has put their name forward for the liaison with SAPA.

Introduction of new members: None

Committee and School Administration's Reports

Financial Report and Annual Budget: (Greg/Patrick)

- On November 10th, Budget was presented to the CISKD board and the board requested a letter to be sent to them regarding the use of the budget surplus to cover capital projects. The budget was approved by the CISKD board.
- Financial statement was presented by Greg indicating a strong financial position of SAA. Greg presented a summary of the revenue and expenditures and Patrick explained how the budget is being tracked throughout the year. The financial statement was approved by the School Committee.
- Activity funds were suggested by the internal auditor to be re-allocated. Patrick and Greg will look into the modalities.

Pastor's Report: (Fr. Derrick):

- Challenge of dealing with the sacrament since most things are done virtually now.
- School mass to be held virtually for now.

Reports and Presentations from SAA Administration:

Principal's Report: Patrick - report was presented

VP Elementary: Katherine - report was presented

VP High School: Brent - report was presented

Principal's Report (Patrick):

- Budget was approved as proposed.
- School is flexible in the way students are being accommodated as a result of Covid.
- There are needs for consistency regarding the use of uniforms in the school.
- New way of money transfer by email is currently available at SAA and parents can use this freely as there is no operating cost for its use.
- Still waiting for the RCMP on the way forward regarding getting the stolen items (Chromebooks and Ipads) as reported in the last meeting.
- Bishop shared his stories with the school teachers, about his background and life journey.
- Teacher-parent conference was successful.
- Anonymous donation of the sum of \$50,000.00 from a SAA family. The family has asked that the fund be spent on capital projects within the school.
- Few staff activities are being planned in December focused on building relationships with staff.

VP High School report (Brent):

- Brent's report was presented by Patrick and the content as shared via zoom was read by every member present.

VP Elementary report (Katherine):

- Mass will be held on 26th Nov., 2020.
- School will be participating in daily reading during the advent season.
- Grade 7 continues to deliver lunches to classes
- Assembly was held via zoom on the walk-a-thon and ticket numbers were called out and documented on google sheet.
- Staff have been working so hard to deliver student reports.
- Volleyball skill session is currently being held every Tuesday after school.
- Chromebook being borrowed to cover needs as the stolen ones have not been returned yet. There is currently a great need for more.

Public Relations, Planning, and Policy (Patrick & Jeanne): No report

- No reports

Building Maintenance/Project (Patrick/April):

- Issues with rooftop units and boiler systems have been resolved and the HVAC systems are now in a good working condition..
- Toilets flush valves in the Exner building have been replaced with the new Toto valves.
- Lightning on the building interior including wiring and insulation were changed due to wear.
- One bus was damaged during the last snow. A quote is being obtained for the repair.

Change room upgrade: No report was provided but Patrick will meet with the teachers again and hope for a consensus before presenting a final report to the SAA committee on the way forward.

Faith Development Team (April):

- A video was put together by Danielle and Heather (a parent of a former SAA student) for parents to get to know the faith team.
- Faith rep formation being spearheaded by Danielle. There is a meeting scheduled for next week.
- Discussion on a Chapel makeover is currently being held. Faith team will send a proposal to SAPA for support.

Other Business:

- Jacob asked the committee to provide short information about themselves and a photo to be uploaded on the committee's page on the SAA website. He has updated the page and uploaded some minutes (2018 - 2020) on the website, thanks to Patrick's coaching.

Staff Rep (Tony, Deanna):

- Deanna stated that teachers are stressing out about getting back to hybrid form of teaching as necessitated by the recent spike in covid cases but Patrick is providing some moral support to the teachers.

Next Meeting: Dec 15th, 2020 @ 6:00 pm

Meeting Adjourned: Meeting was adjourned by Greg @ 7:20 pm

Closing Prayer: Fr. Derrick