



# MINUTES

St. Francis de Sales Elementary School  
 Parish Education Committee  
 PEC Meeting 2025-6

<b>Date:</b>	1/21/2026	<b>Chair:</b>	Ms. Joselyn Navarro
<b>Time:</b>	6:30pm	<b>Recorder:</b>	Ms. Jacqueline Lamasan
<b>Location:</b>	SFdS Rectory	<b>Guests:</b>	
<b>Attendees:</b>	Father Mark McGuckin Mrs. Irene Wihak Mrs. Naomi Panganiban Ms. Joselyn Navarro Mr. Anthony Tillman / Mr. Jonathan Geronimo Ms. Rossa Sung Ms. Jacqueline Lamasan Ms. Leah Canete Ms. Paula Ramor	<b>Regrets:</b>	

Meeting opened at 6:31 pm by Ms. Joselyn Navarro.

<b>1</b>	<p><b>Opening Prayer &amp; Reflections</b>          Faith Development: Living, Celebrating and Proclaiming our Faith!</p> <p>An excerpt from his MEETING WITH THE YOUNG PEOPLE OF THE DIOCESE OF ROME (Jan. 10, 2026) - ADDRESS OF THE HOLY FATHER, Pope LEO XIV</p> <p>Dear young people, welcome!</p> <p>I want to share with you that shortly before coming this evening I received a message from a niece of mine—who is also young—who said to me: “Uncle, how do you manage with so many problems in the world, with so many worries?” And she asked the same question: “Don’t you feel alone? How do you manage to go on?” And the answer, in large part, is you! Because we are not alone! [...] If we remember the beauty of faith, the beauty of joy, of being young, of being together, of searching together, we can truly know in our hearts that we are never alone, because Jesus is with us!</p> <p>[...] I want to respond in part to the words of Matteo, who highlighted the loneliness many young people experience, along with feelings of disappointment, confusion, and boredom that often accompany it. When this greyness dims the colors of life, we see that one can be isolated even in the midst of many people. Indeed, this is precisely how loneliness shows its worst face: one is not listened to because one is immersed in the noise of opinions; one no longer sees anything because one is dazzled by fragmented images. A life of links without relationships or likes without affection disappoints us, because we are made for truth—and when it is lacking, we suffer. We are made for goodness, but the masks of disposable pleasure betray our deepest desires.</p>	Fr. Mark	10 min
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Yet even in these moments of discouragement, we can sharpen our sensitivity. If we listen carefully and open our eyes, creation reminds us that we are not alone: the world is made of bonds between all things, between elements and living beings. And yet, even though we continue to breathe air prepared for us, we remain anxious; even though we eat food—even good food—it does not satisfy us fully, and the water does not quench our thirst. The availability of nature is not enough for us, because we are not only what we eat, drink, and breathe. We are unique creatures among all others, because we bear within us the image of God, who is a relationship of life, love, and salvation.

Therefore, when you feel alone, remember that God never abandons you. His presence becomes the strength that helps you take the first step toward someone who is lonely, even if that person is right beside you. Each person remains alone if they look only at themselves. Instead, drawing near to your neighbor makes you an image of who God is for you. As He brings hope into your life, so you can share it with others. You will then find yourselves together as seekers of communion and fraternity.

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<b>2</b>	<b>Approval of Agenda</b> MOTION to accept agenda ( <i>Ms. Paula Ramor, Mr. Jon Geronimo</i> )	Ms. Joselyn Navarro	2 min
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<b>3</b>	<b>Adoption / Review of Minutes</b> MOTION to adopt minutes ( <i>Mr. Anthony Tillman, Ms. Rossa Sung</i> )	Ms. Joselyn Navarro	2 min
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<b>4</b>	<b>Reports</b> <b>Pastor – Father Mark McGuckin</b> <ul style="list-style-type: none"> <li>• Preparations underway for the upcoming SFDS Feast Day, including gift distribution after 5pm and 7pm Masses and enhanced hospitality tables for Sunday morning Masses.</li> <li>• Youth and Young Adult Ministry development in progress, led by Catherine Dwan with emerging core teams.</li> <li>• Project Advance Campaign exceeded goals, raising over \$140,000. Funds will support a new tractor (received) and parish evangelization efforts.</li> <li>• New Year's Alpha launched with the strongest participation to date, including non-Christians and 11 school families.</li> <li>• Vocations Office initiatives in early planning stages, including 40 Hours of Adoration, a mid-July soccer tournament, and upcoming Lenten resources.</li> <li>• Hall side-room renovations scheduled for March, with completion expected by month's end.</li> <li>• Parish leadership has begun vision-casting work centered on the pillars of Family, Worship, and Mission; further updates to be shared at the February P.E.C. meeting.</li> <li>• New tractor with cab has arrived and fits into the steel container</li> <li>• Fr. Lukose's classroom visits resume next week; class Confessions for Grades 3–7 begin in February and will conclude before Spring Break.</li> </ul>	All	45 min
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- Parishioners will be reminded this weekend about recurring gift-card scam attempts impersonating parish leadership.
- Monthly Swahili Mass continues on the third Sunday at 4pm, alongside monthly Masses at Mulberry Seniors' Home and worship services at L'Arche Sussex.
- Special Tuition Subsidy application process is being refined to improve turnaround times for families.
- Two new stained-glass windows (St. Rita of Casia and St. Kateri Tekakwitha) are planned for installation in 2026, funded by benefactors.

**Principal - Mrs. Irene Wihak**

- School Masses continue for all students, with plans underway to specially honour St. Francis de Sales during his feast month.
- Information sessions were held for families of Grade 7 Confirmation candidates and First Communion students, involving both school and PREP communities.
- Outreach: The GIVERS Club is meeting to determine upcoming service projects.
- School Safety: Scheduled lockdown and playground safety drills were completed; no concerning incidents were reported.
- Information Technology: No report.
- Professional Development: Learning Support teachers attending a Cornerstone workshop focused on inclusive education, Ministry policy, competency-based IEPs, and assessment practices. Teachers updated Social Studies planning using newly acquired Nelson resources.
- Communicating Student Learning: No updates to reporting timelines; Seesaw reflections and Google Classroom continue to support home-school communication.
- School-wide focus on improving student writing continues, with the second school-wide write on the theme of *Hope*.
- Fine Arts: Ms. Julia Walmsley has returned from maternity leave and resumed music instruction and choir leadership; application submitted for the Kiwanis Music Festival.
- Sports: Basketball season is underway. Teams are showing improvement, with the Fire and Ice tournament scheduled for January and additional Grade 5 tournaments in February.
- Green Thumb Theatre programming was provided for Grades 2–6, with Grade 7 participating at Camp Jubilee.
- Brick Connections LEGO workshops were held for all grades, with two full days of highly engaging, school-wide participation. This enrichment opportunity was made possible through parent fundraising.
- The school received \$5,000 in grant funding to support food security for families experiencing financial challenges.

**Teachers' Representative - Mrs. Naomi Panganiban**

- Last Pro-D, staff discussed Zones of Regulation
- School-wide drama classes have begun with a focus of naming emotions
- School Wide Write assessment is happening school wide as well as upcoming reading assessment

**Chair – Ms. Joselyn Navarro**

- Nothing to report

**Treasurer - Mr. Anthony Tillman; Mr. Jonathan Geronimo**

- 2025 finance report and year to date budget discussed

**Vice Chair – Ms. Rossa Sung**

- Nothing to report

**Parish-School Community Building Initiative – Ms. Rossa Sung**

- Red Cross leadership course will be in April 24, will be advertised to Prep students as well

**Secretary - Ms. Jacqueline Lamasan**

- Correspondence shared

**Facility and Maintenance/Tech - Ms. Leah Canete**

- Routine maintenance and volunteer-supported deep cleaning completed over the Christmas break.
- Minor repairs addressed in washrooms, gym, doors, and library.
- Basketball backboard and hoist system review remains ongoing (carry-forward).
- Playground bark mulch/play chips project progressing; site visit pending.
- Annual fire alarm inspection completed with no deficiencies noted.
- New entrance mats and anti-slip kitchen mats ordered.
- New school/church tractor received and ready for winter operations.
- Action: follow up on bark mulch quote

**Community Engagement - Ms. Paula Ramor**

- **Fundraising Sign-Ups**
- 4 families remain without an FR activity.
- Some roles still available due to double sign-ups.
- Read-A-Thon Coordinator still needed.
- 2 families have hours outside Category A/B.
- 2 families have not signed up; follow-up ongoing.
- **Breakfast With Santa**
- Event successful.
- Profit: \$1,813.12.
- **Christmas Sales**
- Total raised: **\$5,607.81**.
- Role hours reviewed and will be updated for next year.
- **Family Fun Cookie Night**
- Well attended.
- Loss: **\$51.74**.
- **Popcorn Sales**
- Final totals pending.
- Historically a strong fundraiser.
- **OnVolunteers Platform**
- New platform active since Aug 2025.

	<ul style="list-style-type: none"> <li>● Bi-monthly updates.</li> <li>● Transition from legacy system begins March 2026.</li> <li>● PEC has agreed to pay \$150 to port legacy data over</li> </ul>		
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**New Business**

<b>5</b>	<b>Tuition Rate Setting</b> <ul style="list-style-type: none"> <li>● Potential increases discussed</li> <li>● 8% increase of tuition, General Fee, and Technology Free</li> <li>● 7% increase for families with 3+ children</li> </ul>		
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<b>6</b>	<b>Preschool Updates</b> <ul style="list-style-type: none"> <li>● Survey sent out in December, not much feedback received</li> <li>● Survey will be sent out again</li> <li>● Offering families an opportunity to try a day for free</li> <li>● Goal: 13 full-time families with a part-time assistant</li> <li>● Could promote at the parish and in the Mom and Tot Group</li> </ul>		
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**NEXT MEETING: Wed, February 25, 2026 @ 6:30 PM**

**Next Actions**

<b>1</b>	<b>Details</b>	<b>Responsible</b>	<b>Due</b>
<b>Update:</b>			