



# AGENDA

St. Francis de Sales School  
Parish Education Committee  
PEC Meeting 2025-4

<b>Date:</b>	11/26/2025	<b>Chair:</b>	Ms. Joselyn Navarro
<b>Time:</b>	6:30pm	<b>Recorder:</b>	Ms Jacqueline Lamasan
<b>Location:</b>	SFdS Staff Room	<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. Leah Canete Ms. Paula Ramor Ms. Jacqueline Lamasan	<b>Regrets:</b>	Ms. Rossa Sung

Meeting called to order at 6:34 pm by Ms. Joselyn Navarro

<b>1</b>	<b>Opening Prayer &amp; Reflections</b> Faith Development: Living, Celebrating and <i>Proclaiming our Faith!</i>	Fr. Mark	10 min
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An excerpt from Pope Leo XIV's apostolic letter, "DRAWING NEW MAPS OF HOPE" (Re: Catholic Education) [released Oct. 27, 2025]

## 5. The centrality of the person

**5.1.** Putting the person at the centre means educating them to see with the far-sightedness of Abraham ( *Gen 15:5*): helping them discover the meaning of life, their inalienable dignity, and their responsibility towards others. Education is not only the transmission of content, but also the learning of virtues. It forms citizens capable of serving and believers capable of witnessing, men and women who are freer, no longer alone. And formation cannot be improvised. I fondly remember the years I spent in the beloved Diocese of Chiclayo, visiting the Catholic University of San Toribio de Mogrovejo, the opportunities I had to address the academic community, saying: "We are not born professionals; every university itinerary is built step by step, book by book, year by year, sacrifice after sacrifice" [14].

**5.2.** The Catholic school is an environment in which faith, culture and life intertwine. It is not simply an institution, but rather a living environment in which the Christian vision permeates every discipline and every interaction. Educators are called to a responsibility that goes beyond the work contract: their witness has the same value as their lessons. For this reason, the formation of teachers – scientific, pedagogic, cultural and spiritual – is decisive. Sharing the common educational mission also demands a path of common formation, "an initial and permanent project of formation that is able to grasp the educational challenges of the present time and to provide the most effective tools for dealing with them... This implies that educators must be willing to learn and develop knowledge and be open to the renewal and updating of methodologies, but open also to spiritual and religious formation and sharing" [15]. Technical updates are not enough: it is necessary to cultivate a heart that listens, a gaze that encourages, and an intelligence that discerns.

**5.3.** The family remains the first place of education. Catholic schools collaborate with parents; they do not substitute them, because the "duty ... devolves primarily on them" [16]. The educational alliance requires

intentionality, listening and co-responsibility. It is built with processes, tools, shared assessments. It is both hard work and a blessing: when it works, it inspires trust; when it fails, everything becomes more fragile.

## 11. New maps of hope

**1.2.** I ask educational communities: disarm words, raise your eyes, and safeguard the heart. Disarm words, because education does not advance with polemics, but with meekness that knows how to listen. Raise your eyes. As God said to Abraham, “Look toward heaven, and number the stars” ( *Gen 15:5*): know how to ask yourselves where you are going, and why. Safeguard the heart: relationships come before opinions, people before programmes. Do not waste time and opportunities: “to quote an Augustinian expression: our present is an intuition; a time we live and must take advantage of before it slips through our fingers” [24]. In conclusion, dear brothers and sisters, I make my own the exhortation of the Apostle Paul: you must “shine as lights in the world, holding fast the word of life” ( *Phil 2:15-16*).

<b>2</b>	<b>Adoption / Review of Minutes</b> MOTION to accept minutes (Ms. <i>Paula Ramor</i> , Mr. <i>Anthony Tillman</i> )	Joselyn	2 min
<b>3</b>	<b>Adoption / Review of Agenda</b> MOTION to adopt agenda (Ms. <i>Leah Canete</i> , Mr. <i>Jon Geronimo</i> )	Joselyn	2 min
<b>4</b>	<b>Reports</b> <b>Pastor – Father Mark McGuckin</b> <ul style="list-style-type: none"> <li>As per report sent in advance</li> <li>First Swahili Mass took place, will now be every 3rd Sunday of the month</li> <li>Parish Priests were at Study Week and heard Archbishop Smith speak and will be at SFdS on Dec. 17 for a Deanery Meeting</li> <li>Group coming from Ireland bringing relics for a day of display</li> <li>Winter Alpha launching Jan. 8, doing early promotions</li> <li>Special Tuition Subsidy process is being refined (due date, questionnaire)</li> </ul> <b>Principal - Mrs. Irene Wihak</b> <ul style="list-style-type: none"> <li>As per report sent in advance</li> <li>Gr. 7 Spirit Day was a success; music was provided by Damascus Ministry</li> <li>Earthquake Release Day was in the gym due to heavy rain</li> <li>IT projects that students were involved in collaborating with Classmate</li> <li>Basketball season has begun</li> <li>Recent staff Pro-D was a positive experience</li> </ul> <b>Teachers' Representative - Mrs. Naomi Panganiban</b> <ul style="list-style-type: none"> <li>Gr. 7's attended a workshop by Fr. Tony, which was well received</li> </ul>	All	45 min

- 12 staff have completed First Aid and have upcoming First Aid training

**Chair – Ms. Joselyn Navarro**

- Parent contacted with an idea for a fundraiser, which will be shared with the Community Engagement Coordinator

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

- October balance sheet and budget discussed
- Fundraising numbers have not been posted yet

**Vice Chair – Ms. Rossa Sung**

- Nothing to report

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

- Nothing to report

**Secretary - Ms. Jacqueline Lamasan**

- Correspondence discussed

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

- As per report sent in advance
- Water filling system to be installed
- Basketball backboard project (quotes received), will require structural engineer review which will be an additional expense. Options with different materials that may work with current hoist system (ex. Acrylic, polycarbonate) being researched.
- **Action:** look into options with new hoist system as well as backboards
- Waiting for quote on bark mulch or wood chip in Gr. 1 outdoor space
- **Action:** Paula will provide quote
- Scissor lift quotes discussed to keep in mind for future, to allow one maintenance person to do certain repairs on their own and without a ladder. Would require a ramp for movement. Creates storage concern.
- **Action:** Fr. Mark to discuss with Mr. Bencze about options (ex. Compact ladder system)
- Gym recoding is scheduled for summer 2027 (school expense)
- Annual expansion of fire systems in school passed

**Community Engagement - Ms. Paula Ramor**

- As per report sent in advance
- **Action:** Paula to follow up with Gary Fan for Mezanine coordination and Davis Lee family re: not signing up for hours. Reaching out to Gerald re: glitch for people who signed up on mobile (comma only)
- Families who are in need of hours/checkmarks discussed
- **Action:** Mrs. Wihak to reach out to K family who has not signed up
- BWS tickets sales going well

	<ul style="list-style-type: none"> <li>Fun Night with cookie making was a big success (65 students). Next Fun Night will be a family bingo night.</li> <li><b>Action:</b> Mrs. Wihak to email Family Fun Night Coordinator about gym in Feb</li> <li>Christmas sales were higher than last year</li> </ul>		
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## New/Continuing Business

<b>5</b>	<b>Revised Code of Conduct</b>	Mrs. Wihak	10
<ul style="list-style-type: none"> <li>Changes discussed</li> <li>Draft modeled after CISVA template for dates</li> <li>Code of Conduct will be posted on the website for parents to view</li> <li>Motion to pass: All in favour</li> </ul>			

<b>6</b>	<b>Preschool Update</b>	Mrs. Wihak	10
<ul style="list-style-type: none"> <li>Budget created</li> <li>Current budget reviewed</li> <li>Licensing discussed for options with extended hours</li> <li>Promotions will begin in the spring for a Sept. start of full time</li> <li><b>Action:</b> survey parents and offer free week</li> </ul>			

<b>7</b>	<b>In Camera:</b>		10
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<b>8</b>			
Meeting adjourned at 8:23 pm by Ms. Joselyn Navarro			

**NEXT MEETING: December 17, 2025 @ 5:30PM**






### OUR MISSION

We are a Christ-centered parish school that seeks to serve the whole child (intellectually, academically, spiritually, physically, and emotionally) through the development of faith, family and community. We use dynamic learning opportunities to produce resilient Catholics who lead by example and thrive in a global community.

### OUR VISION

We are a Catholic school, instilling the knowledge of Christ's love and mercy in our community. Our students ignite their passion and potential to love and serve others as Jesus would, in our safe and inspiring learning environment.

### OUR VALUES

**FAITH:** Confidence and trust in the love of God

**LEARN:** Developing creative and critical thinkers

**ACHIEVE:** Commitment and focus

**MERCY:** Love and forgiveness of Jesus with one another

**ENGAGE:** Choosing to be actively involved

**SERVE:** Seeking and accepting the call to act

IGNITING THE SAINT WITHIN

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## Our Core Values

**F – Faith:** Living actions that show confidence and trust in the love of God

- L – Learn:** Developing creative and critical thinkers whose actions contribute to a better world
- A – Achieve:** Committing and focusing on reaching your goals
- M – Mercy:** Demonstrating the love and forgiveness of Jesus with one another every day
- E – Engage:** Choosing to be actively involved in the life of our school
- S – Serve:** Seeking and accepting the call to act for the greater good