



**ISLAND CATHOLIC SCHOOLS
BOARD OF DIRECTORS MEETING
October 27, 2020
Regular Meeting 3:30 p.m. Via Zoom**

MINUTES

PRESENT: Bishop Gary Gordon Fr. William Hann
Cynthia Bouchard Alice Valiquette
Dale Gross Michael Doyle
Paul Cornthwaite

REGRETS: Fr. John Laszczyk Audrey Thom

CHIEF FINANCIAL OFFICER: Leah MacKenzie

SUPERINTENDENT: Beverly Pulyk

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Fr. William Hann called the meeting to order at 3:38pm and led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Dale Gross/Michael Doyle
Carried**

3. Approval of Minutes of September 29, 2020

MOTION:

To approve the Minutes of September 29, 2020 as presented.

**Alice Valiquette/Michael Doyle
Carried**

4. Guests

There were no guests invited to this meeting.

5. Business Arising from Previous Minutes

5.1 Bishop's Appointment of a New Board Member

Bishop Gary Gordon was in contact the suggested person in regard to joining the Board as a Bishop's appointment. The person indicated they would confirm later today the acceptance of the appointment.

5.2 CISDV Strategic Plan Review

ACTION:

Members of the Board of Directors were asked to review the CISDV Strategic Planning document and to bring questions or comments to the next CISDV Board meeting.

5.3 Update on Exit Survey RE: Queen of Angels

Beverly Pulyk thanked Alice Valiquette, Audrey Thom and Michael Doyle for their help with this

project. Beverly Pulyk shared the draft email that will be sent tomorrow to the families who withdrew their children from the school and also a list of the questions that families will be asked over the phone. The email will be sent before the Board members start making the phone calls. Discussion followed.

5.4 Appraisal and offer to purchase St. Joseph School (Chemainus)

Leah MacKenzie highlighted items in the Appraisal Report. There is a proposal to sub-divide the land in order to keep the area for the church, parking lot and rectory. The appraisal is on the area designated to the school only. There is a potential buyer for the property; an intentional society which is a non-profit organization that will provide a place to live and work for people recovering from drug addiction. With the sale of the property, the school debt could be addressed. Discussion followed: parish open to the idea, presentation to the parish as a whole, diocese has been covering the costs of the debt at this time. A meeting via zoom with the intentional society and another meeting with the parish will take place in the next two to three weeks.

MOTION:

The Board of Directors supports moving forward with the sale of the St. Joseph's School property and will accept a reasonable offer for the sale of the property and land.

**Michael Doyle/Dale Gross
Carried**

5.5 High School, Performing Arts Wing - Tender Results and Next Steps

Leah MacKenzie reviewed the information submitted to the members of the Board of Directors. Discussion followed. Tender results came in higher than expected.

MOTION:

To approve proceeding with the St. Andrew's Regional High School construction of the Performing Arts Wing at a value of \$4 million.

**Alice Valiquette/Michael Doyle
Carried**

5.6 Policies 425-Long Term Disability & 427-WorkSafe BC: Remuneration, Sick Days Credit and Benefits

ACTION:

Members of the Board of Directors are to review the policies for next meeting.

6. **Correspondence**

No correspondence was received.

7. **New Business**

7.1 Policy 321 Student Records Requirement and Best Practices – Draft Update

The draft amendments to the policy were reviewed. Bev Pulyk explained the necessity to update the policy.

MOTION:

To approve Policy 321 Student Records Requirement and Best Practices as presented.

**Paul Cornthwaite/Dale Gross
Carried**

7.2 COVID and Sick Leave Benefits

Bev Pulyk shared information about the conversation she had with the Catholic School Teachers

Association (CSTA) with regard to sick leave during COVID. Discussion on the topic followed. It was agreed:

- A temporary solution for teachers without banked sick time where, if needed, is that they can access their full 15 days/year of sick time up front instead of earning it at 1.5 days per month. This is intended to support teachers who have to stay home more than normal due to COVID regulations when they might normally come to work with a minor health concern. If that teacher were to leave before the end of the year, then the number of sick days would be pro-rated to 1.5 days/month and if they used more than what would normally be available, they would be expected to repay what they were over at that time.
- To allow flexibility for employees who are parents so that they can use their sick time to look after a sick child without being concerned about the max of 5 family days out of the 15 sick days (i.e. the 15 days can be used for personal or family this year). This is intended to help support parents who have a child that may stay home more than normal due to COVID regulations.
- If a teacher runs into a situation related to COVID, which cannot be addressed by the above, then the employer will consider and address it on a case-by-case situation.
- The above are not intended to change the Collective Agreement or how teachers think of sick leave; it is intended to provide some flexibility while we live with COVID.

7.3 CISDV AGM - Clarification on Requirements of Nominee

Discussion took place on requirements of nominees for the Board (ability to be on the Board when a family member is an employee). The language on this item should be clearer. Wording will require further discussion a future meeting.

8. Reports

8.1 Superintendent's Report

Beverly Pulyk highlighted items on her report.

8.2 Finances

a) 2019-20 Year-end Financials

Leah MacKenzie highlighted items on the financial report from KPMG.

b) 2020-21 Budgets to Approve

Leah presented the draft budgets.

ACTION:

Beverly Pulyk to look into the difference in security costs for St. Patrick's School compared to the other schools.

MOTION:

To approve the budgets as presented.

**Michael Doyle/Alice Valiquette
Carried**

8.3 Catholic Schools' Plan

Report presented as part of item 5.5.

8.4 Vicar of Education

Fr. William Hann attended the Annual General Meeting at St. Patrick's School. He highlighted the work that the Local School Council does.

8.5 Council Reps Reports

- Paul Cornthwaite will attend the next Local School Council meeting at St. John Paul II School, which will be held tomorrow, October 28. The school celebrated St. John Paul II Feast Day on October 22.
- Alice Valiquette will attend the next Local School Council meeting at St. Joseph's School, which will be held tomorrow, October 28.
- Michael Doyle attended the last Local School Council meeting at Queen of Angels School. The Council is without a chairperson at the present time and the attendance was very low. Elections are scheduled for the next meeting on November 5. The Council is having some challenges recruiting members.

8.6 Other

Board members were reminded that the next regular meeting will on Tuesday, November 24 at 3:30pm, followed by the Annual General Meeting at 7:00pm. Both meetings will be held virtually. Beverly Pulyk and Leah MacKenzie will set up virtual voting so that it is by secret ballot.

9. **Closing Prayer** was led by Beverly Pulyk.
10. **MOTION to adjourn** the meeting at 6:38pm.

**Paul Cornthwaite/Cynthia Bouchard
Carried**