



**ISLAND CATHOLIC SCHOOLS  
BOARD OF DIRECTORS MEETING  
March 2, 2021  
Regular Meeting 3:30 p.m. via Zoom**

**MINUTES**

**PRESENT:** Bishop Gary Gordon                      Fr. William Hann                      Cynthia Bouchard  
Manuel Achadinha                                  Blanche Barco                              Michael Doyle  
Dale Gross    Alice Valiquette

**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 3:39pm. Bishop Gary Gordon led the Opening Prayer.

**2. Additions/Approval of the Agenda**

**MOTION:**

To approve the agenda as presented.

**Manuel Achadinha/Alice Valiquette  
Carried**

**3. Approval of Minutes of January 26, 2021**

Corrections: 7.3 word "indicated".

**MOTION:**

To approve the Minutes of January 26 as amended.

**Blanche Barco/Dale Gross  
Carried**

**4. Guests**

There were no guests attending this meeting.

**5. Business Arising from Previous Minutes**

There was no business arising from the previous minutes.

**6. Correspondence**

**6.1 Catherine Minvielle, Director of Development Re: Capital Building Plan**

Leah MacKenzie explained that due to the pandemic progress with fundraising for the Capital Building Plan is slower than anticipated. The contract with DCG Philanthropic Services Inc. may need to be terminated in four to eight months. Discussion took place regarding alumni, actual donors, potential donors, strategic going forward, pivot point and donations of stocks. It was suggested to continue with the Development Office and have the Director of Development lead the campaign.

## 7. New Business

### 7.1 Approval of 2021-22 School Calendar

Beverly Pulyk presented a draft calendar for the 2021-22 school year and explained that we are waiting for confirmation of Spring Break dates for the public school districts.

#### **MOTION:**

To approve the 2021-22 School Calendar as presented.

**Dale Gross/Alice Valiquette  
Carried**

### 7.2 Review of Policy 418: Long Serving Employees

#### **ACTION:**

Beverly Pulyk and Leah MacKenzie to update Policy 418 and bring back to the Board of Directors for approval.

### 7.3 Policy 703: Purchasing Procedures

#### **ACTION:**

Beverly Pulyk and Leah MacKenzie to update Policy 703 based on practice and bring back to the Board of Directors for approval.

## 8. Reports

### 8.1 Superintendent's Report

Beverly Pulyk highlighted items on her report.

### 8.2 Finances

#### 8.2.1 Update on sale of St. Joseph's School (Chemainus)

Leah MacKenzie explained that we are in the consultation phase with parishioners and are awaiting their feedback before any final decision will be made.

#### 8.2.2 St. John Paul II Request

Leah MacKenzie presented their request. The school is in need of minor repairs and replacement of windows and they would like approval from the Board of Directors to use the donation received in the past for this purpose.

#### **MOTION:**

To approve the use of the donated money received for the purpose of school repairs and replacement of windows.

**Dale Gross/Manuel Achadinha  
Carried**

### 8.3 Catholic Schools' Plan

Leah MacKenzie gave an update and presented the report from Durwest, the construction company. We are not anticipating any changes in prices of construction materials as contracts were previously signed in this regard.

### 8.4 Vicar of Education

Fr. William Hann shared that the interviews for the position of Superintendent are in process.

### 8.5 Council Reps Reports

- Manuel Achadinha attended his first Local School Council meeting at St. Andrew's Regional High School. They are a proactive group and are preparing for changes on council next year.
- Michael Doyle shared that the Local School Council at Queen of Angels is still struggling with parent involvement and they remain in need of a Council Chairperson.

- Fr. William Hann shared that St. Patrick's Local School Council is having an online silent action.
- Alice Valiquette and Blanche Barco have been attending the Local School Council meetings at St. Joseph's School. It is an engaged group of parents who are very welcoming. The school has a high number of applications for Kindergarten.
- Dale Gross will attend the next Local School Council meeting at St. John Paul II School.

**9. Closing Prayer** was led by Cynthia Bouchard.

**10. MOTION to adjourn** the meeting at 4:50pm.

**Cynthia Bouchard/ Manuel Achadinha  
Carried**