



**ISLAND CATHOLIC SCHOOLS
BOARD OF DIRECTORS MEETING
May 25, 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 Audrey Thom Alice Valiquette

REGRETS: Fr. John Laszczyk

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 3:40pm and led the Opening Prayer.

Fr. William Hann welcomed Katja Groves, appointed Superintendent of Schools starting on August 1, 2021. Members of the Board of Directors introduced themselves.

2. Additions/Approval of the Agenda

Corrections: 3.1 date "April 27, 2021".

MOTION:

To approve the agenda as amended.

**Alice Valiquette/Blanche Barco
Carried**

3. Approval of Minutes of:

3.1 Regular Meeting – April 27, 2021

MOTION:

To approve the Minutes of April 27, 2021 as presented.

**Michael Doyle/Manuel Achadinha
Carried**

3.2 Special Meeting - May 3, 2021

MOTION:

To approve the Minutes of May 3, 2021 as presented.

**Alice Valiquette/Michael Doyle
Carried**

4. Guests

There were no guests in attendance at this meeting.

5. Business Arising from Previous Minutes

5.1 Draft update - Policy 418: Long Serving Employees

Beverly Pulyk presented the updated policy. Discussion followed: standard incremental dollar

value for every 10 years; certificates versus plaques.

MOTION:

To approve Policy 418 as amended.

**Manuel Achadinha/Blanche Barco
Carried**

6. Correspondence

6.1 Parent letter RE: Tuition

Beverly Pulyk read the letter sent by a parent regarding the 2021-22 tuition fee increases. Discussion followed: appreciate receiving letter, operational costs increase every year, better to have low incremental increases each year versus one big increase every three or four years.. Leah MacKenzie explained that tuition fees have been increasing around 2% every year, which is less than the annual inflation rate.

ACTION:

Beverly Pulyk to respond to the parent on behalf of the CISDV Board of Directors, letting the parent know that receiving the concern was appreciated. The Board made every effort to keep the tuition rate increase as low as possible. A rate increase was required due to ever-increasing operational expenses.

7. New Business

7.1 Criminal Records Checks for all Board Members and Completion of Covenant of Care

ACTION:

The office of the Superintendent will send instructions to request criminal record checks online to the Board members who need to complete it. The Covenant of Care will be sent to the Board members as well; this document and a trustee declaration and conflict of interest will be discussed at next meeting.

7.2 Canadian Catholic School Trustees Association Upcoming AGM – June 3 & 4

Alice Valiquette and Blanche Barco have registered to attend the CCSTA AGM. Beverly Pulyk reminded Board members that there is still time to register. It is a great opportunity to meet with other trustees across the country.

8. Reports

8.1 Superintendent's Report

Beverly Pulyk highlighted items in her report. Discussion with the Ministry of Education regarding online education is still taking place.

8.2 Finances

8.2.1 Quarterly Financials

Leah MacKenzie highlighted items in the financial report.

8.2.2 Draft Budgets 2021-22

Leah MacKenzie presented the draft budgets.

MOTION:

To approve the budgets for 2021-22, with the exception of Queen of Angels School and St. Patrick's School. The expectation is that both schools will refine their budgets to get as close as possible to balanced budgets.

**Manuel Achadinha/Audrey Thom
Carried**

8.2.3 Leah shared that the documents for the sale of St. Joseph's School in Chemainus have been signed. The Intentional Society has decided to focus on women's support only. It was decided that this information will be shared with the CISDV staff through a statement from the Office of the Bishop and the Chancellor.

8.3 Catholic Schools' Plan

Leah MacKenzie shared that the building project at St. Andrew's Regional High School is moving forward as expected. Efforts are being made to get as many donations as possible before the grand opening, which is expected to be in December 2021 or January 2022. The goal is to have hundred percent support from every member of the CISDV Board of Directors.

8.4 Vicar of Education

Fr. William Hann continues attending several meetings via zoom. He recently attended St. Patrick's Local School Council AGM.

8.5 Council Reps Reports

- Audrey Thom attended St. Patrick's Local School Council AGM. They were able to fill council seats with well-qualified people. There appears to be positive energy on Council.
- Dale Gross attended St. John Paul II Local School Council AGM via zoom. Some people are leaving the Council and new ones are joining. All Council seats were filled.
- Michael Doyle attended Queen of Angels Local School Council AGM. Only current members of the Local School Council attended. They are still in need of new members.
- Alice Valiquette will attend St. Joseph's Local School Council AGM which will take place tomorrow night.
- Manuel Achadinha will attend St. Andrew's Local School Council AGM tomorrow night. The meeting was delayed due to unforeseen circumstances.

9. **Closing Prayer** was led by Beverly Pulyk.

10. **MOTION to adjourn** the meeting at 5:15 pm.

**Alice Valiquette/Dale Gross
Carried**