



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
November 23, 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

CHIEF FINANCIAL OFFICER: Leah MacKenzie

SUPERINTENDENT: Katja Groves

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Fr. William Hann called the meeting to order at 3:34pm and led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Audrey Thom/Alice Valiquette
Carried**

3. Approval of Minutes of October 26, 2021

Corrections: 8.2.b remove "Audrey Thom has been part of the Audit Committee and has requested to be released from this duty."

MOTION:

To approve the Minutes of October 26, 2021 as amended.

**Blanche Barco/Alice Valiquette
Carried**

4. Guests

There were no guests in attendance at this meeting.

5. Business Arising from Previous Minutes

5.1. Code of Conduct Policy

Delayed until next meeting.

6. Correspondence

6.1. St. Patrick's Local School Council

They sent an email regarding the process of election of CISDV Board members. Discussion took place. The by-laws have to be amended if changes are needed. It was suggested to take some time and consult with other dioceses about their process.

6.2. Deficit Budget Letter to Queen of Angels

Leah MacKenzie had conversation with the Principal before and after sending the letter. Members of the Queen of Angels Local School Council acknowledge receipt of it.

6.3. St. Joseph's Chemainus Extension

Leah MacKenzie informed that another extension letter has been signed. The Municipality of North Cowichan won't issue the building permit unless the Cowichan Valley Intentional Recovery Community Society meets the conditions for subdivision approval.

6.4. IT Service Memo

Leah MacKenzie explained the challenges that the IT Department is going through. Contracting the services of an IT company was the best solution at this moment. The idea is to have a hybrid system.

7. New Business

7.1. CISCBC Strategic Plan Goals

Katja Groves and Fr. William Hann presented the three goals proposed by the CISCBC.

7.2. CISCBC Strategic Plan Objectives

CIDSV Board members are to send individual ideas to the Superintendent before Christmas break on how the goals could be implemented.

8. Reports

8.1. Superintendent's Report

Katja Groves highlighted items in her report. She explained the protocol that schools follow when there is a Covid case in the school. School cases are recorded through the Federation of Independent School Associations (FISA) and early learning centre cases are recorded through the Vancouver Island Health Authority (VIHA). Board members were invited to attend the FISA/Ministry of Education Virtual Regional Tour. Schools continue facing challenges in recruiting teachers and educational assistants on call.

8.2. Finances

Leah MacKenzie highlighted items in her report.

8.3. Catholic Schools' Plan

The fundraising campaign continues. There is an offer of a matching donation of \$150,000. Respecting Covid protocols, it is hoped that the grand opening will take place in January 2022.

8.4. Vicar of Education

Fr. William Hann attended the CISCBC meetings in Vancouver.

8.5. Council Reps Reports

- Alice Valiquette attended the last Local School Council meeting at St. Joseph's School.
- Manuel Achadinha attended the Local School Council meeting at St. Andrew's Regional High School.
- Dale Gross will attend the St. John Paul II Local School Council meeting tomorrow night.

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

10. **MOTION to Adjourn** the meeting at 4:37pm.

**Alice Valiquette/Blanche Barco
Carried**