



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
June 21, 2022
Regular Meeting 3:30 p.m.
Pastoral Centre**

MINUTES

PRESENT: Bishop Gary Gordon Fr. William Hann Manuel Achadinha
Blanche Barco Audrey Thom Alice Valiquette

REGRETS: Cynthia Bouchard Michael Doyle Dale Gross

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 3:32pm and led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Alice Valiquette/Blanche Barco
Carried**

3. Approval of Minutes

3.1. Regular meeting of April 26, 2022 (no meeting May 26, 2022)

MOTION:

To approve the Minutes of April 26, 2022 as presented.

**Audrey Thom/Alice Valiquette
Carried**

4. Guests: Corinne Ballam – French Exchange Program

Corinne Ballam spoke about the proposed French exchange for 2022-23 for students in grade 10 -12. 14 students would like to go on the exchange. One student would like to study in France for one semester starting in January 2023. The one-month exchange would continue as in previous years. Corinne Ballam is taking a year leave of absence starting in September 2022. She is leaving all the paperwork done. Michael Durkan, Director of International Education, and Hilary Parker, Homestay Coordinator, will help coordinate the exchange next year.

MOTION:

To approve the French exchange for the 2022-23 school year as presented.

**Blanche Barco/Audrey Thom
Carried**

5. Business Arising from Previous Minutes

5.1. St. Patrick's Local School Council

Katja Groves informed the Local School Council the decision of the CISDV Board of Directors.

- 5.2. Society Early Learning Centers of the Diocese of Victoria
Board members are to review the documents during the summer.

6. Correspondence

None.

7. New Business

7.1. Board/Authority Course Form

A new course for St. Andrew's Regional High School has been created: "Leadership and Service". It will be offered to Grade 11 students. When the school is being monitored, the inspector from the Ministry of Education will look at it. Fr. William Hann, Vicar of Education, signed the form.

7.2. St. Joseph's Chemainus Property

The deal with the Cowichan Valley Intentional Society has collapsed. An email from the intentional society explaining the reasons of the withdrawal was circulated to members of the Board of Directors. A proposal from a commercial realtor was also circulated. A meeting with the parish took place. Michael Doyle attended representing the CISDV Board of Directors. Members of the parish council suggested that they could have a small chapel in the property. Any offer will go back to the parish council.

MOTION:

To go ahead and list the property with a commercial real estate agent.

**Manuel Achadinha/Blanche Barco
Carried**

7.3. Superintendent Plan

Fr. William Hann shared that it was decided to have a temporary plan. Joseph Colistro and Beverly Pulyk are coming back and will work together. The job is going to be posted in September. The plan is to have interviews in the fall and have a new superintendent in January. It was decided to wait until September as at this time of the year people have already been hired.

7.4. St. Andrew's Regional High School Principal

Glen Palahicky has agreed to stay as Principal for the following school year.

8. Reports

8.1. Superintendent's Report

Katja Groves highlighted items in her report. She thanked members of the CISDV Board of Directors for their support during the current school year. Fr. William Hann, on behalf of the Board, thanked Katja and wish her all the best.

8.2. Finances

8.2.1 Financial Statements & Approval of Preliminary Budget 2022-23

Leah MacKenzie highlighted items in her report. Discussion took place regarding the purchase of two school buses for Queen of Angels School. The buses will be used to drive students to and from the school. The private service that the school contracts nowadays is becoming too expensive.

MOTION:

To approve the budgets for 2022-23

**Alice Valiquette/Audrey Thom
Carried**

8.2.2 Support Staff Grid

Leah MacKenzie presented the proposed Support Staff Grid for 2022-23.

MOTION:

To approve the Support Staff Grid as presented.

**Blanche Barco/Audrey Thom
Carried**

8.2.3 Administration Grid

Leah MacKenzie presented the changes and increase. Discussion took place. Manuel Achadinha suggested to add a Health Spending Account to the administrators. Leah Mackenzie will look into this option. Bishop Gary Gordon also suggested to look into the possibility to provide housing for school staff moving.

MOTION:

To increase 4% to the administrators.

**Manuel Achadinha/Blanche Barco
Carried**

ACTION:

Leah MacKenzie will prepare and bring back a proposal to have a different salary for St. Andrew's Regional High School if they have more than 400 students.

8.3. Catholic Schools' Plan

The Grand Opening at St. Andrew's Regional High School was a success. Fr. William Hann and Audrey Thom congratulated and thanked the team who worked in the project.

8.4. Vicar of Education

Fr. William Hann continues attending meetings via zoom and in person.

8.5. Council Reps Reports

- Audrey Thom attended the AGM at St. Patrick's School. Three new members joined the Local School Council. They are very active.
- Blanche Barco attended the retirement tea organized by St. Joseph's School.

8.6. Other

- Audrey Thom will attend the St. Andrew's Regional High School graduation on behalf of the CISDV Board of Directors.
- Bishop Gary Gordon thanked Katja for her work as Principal at St. Joseph's School and as Superintendent of Schools. He also thanked the Board members for their time and energy. He expressed his gratitude to Leah MacKenzie and Lise Derzaph for the enormous amount of work in order to keep the schools running and thanked Fr. William Hann for his work as Vicar of Education.

9. **Closing Prayer** was led by Bishop Gary Gordon.

10. **MOTION to adjourn** the meeting at 5:18pm.

**Manuel Achadinha/Alice Valiquette
Carried**