



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS' MEETING
January 17, 2023
Regular Meeting – Pastoral Centre**

MINUTES

PRESENT: Bishop Gary Gordon Fr. William Hann Gwen Jahelka
Manuel Achadinha Blanche Barco Michael Doyle
Dale Gross Alice Valiquette

REGRETS: Audrey Thom

CHIEF FINANCIAL OFFICER: Leah MacKenzie

SUPERINTENDENT: Paul Rossetti

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Fr. William Hann called the meeting to order at 3:35pm and 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 November 8, 2022 Meeting

Corrections: 7.2 wording: "the recognition will take place"

MOTION:

To approve the Minutes of November 8, 2022 as amended.

**Alice Valiquette/Blanche Barco
Carried**

4. Guests – Alexis Tate – Trip to Spain

She teaches Spanish at St. Andrew's Regional High School and is looking into the possibility of organizing a trip to Spain in 2024. Students have shown interest in participating. She has received one quote and would like to have the preliminary approval of the Board of Directors before she explores more options. Discussion took place. It was suggested to add a reasonable Covid insurance to the package.

MOTION:

To approve the proposal to explore the possibility of a trip to Spain in 2024.

**Manuel Achadinha/Blanche Barco
Carried**

5. Business Arising from Previous Minutes

5.1. Society Early Learning Centers of the Diocese of Victoria

The idea was to access funding. Since the Ministry of Education is now combined with Child Care, there is no need to create a new society.

5.2. Follow-up from AGM Item Re: Board Members Voting for Themselves

It is viewed as a conflict of interest. Discussion took place. It was suggested that the term could finish the day before the AGM. That way the person could not vote for himself or herself.

ACTION:

Leah MacKenzie will consult with the lawyers.

MOTION

To suspend the meeting for a few minutes at 4:37pm.

**Manuel Achadinha/Michael Doyle
Carried**

6. Correspondence

6.1. Retirement Letter

Paul Rossetti read a letter sent by Kathy Korman informing the Board of Directors that she is retiring at the end of the current school year.

7. New Business

7.1 Membership on Local School Councils (CISDV & RCD employees) Called to Serve – Chapter 9

Discussion took place. Bishop Gary Gordon suggested that anyone who works for the Bishop of Victoria should not be a member of the any Local School Council.

7.2 Support staff salaries (i.e. bus drivers)

Tabled for next meeting.

7.3 Principal Job Posting(s)

Administrators Positions will be posted in two weeks.

7.1. Revision of Student Admission Policy 500

Proposed changes were presented.

MOTION:

To approve Policy 500 as presented.

**Alice Valiquette/Blanche Barco
Carried**

7.2. Revision of Child Care Program Policy 650

Proposed changes were presented.

MOTION:

To approve Policy 650 as presented.

**Dale Gross/Michael Doyle
Carried**

8. Reports

8.1. Superintendent's Report

Paul Rossetti gave a verbal report.

8.2. Finances

a) Financial Statements Schools

Leah MacKenzie highlighted items on her report.

- b) Tuition for 2023/2024
Leah MacKenzie provided rationale for the tuition proposed.

MOTION:

To approve the tuitions rates for 2023/2024 as presented.

Manuel Achadinha/Alice Valiquette

Carried

- c) Chemainus Sale
Leah MacKenzie gave a verbal update and informed that the process will take approximately two years.

8.3. Building Projects

- a) Early Learning Centre St. Joseph's School
Leah MacKenzie gave a verbal report and will update the Board of Directors when she receives more information.
- b) St. Andrew's Regional High School Sports Field
The idea is to have an all-weather field. The drilling test was done. Depending on the result, we will know what can be done.

8.4. Vicar of Education

Fr. William Hann informed that the conversations with priests regarding the Catholic tuition rate are ongoing.

8.5. Council Reps Reports

- St. Andrew's Regional High School – Manuel Achadinha attended the last Local School Council meeting. They are looking into improving the marketing of the school.
- St. Joseph's School – Blanche Barco attended the Christmas concert. It was great to be together again.
- St. Patrick's School – Fr. William shared that the Local School Council is working well.
- Queen of Angels School – Michael Doyle informed that the Local School Council is still having a hard time getting new members. There is no chair and there are other positions not filled. They are looking into grow in enrollment and retention of students.

9. **Closing Prayer** was led by Gwen Jahelka.

10. **MOTION to adjourn** the meeting at 7:08pm.

Manuel Achadinha/Michael Doyle

Carried