



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS' MEETING
June 13, 2023
Regular Meeting – Pastoral Centre**

MINUTES

PRESENT: Bishop Gary Gordon Fr. William Hann Gwen Jahelka
Manuel Achadinha Dale Gross (via Zoom) Audrey Thom
Alice Valiquette

REGRETS: Blanche Barco Michael Doyle

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 3:40pm and led the Opening Prayer.

2. Additions/Approval of the Agenda

Add: 8.2.5 CISDV Central Office Allocation Options.

MOTION:

To approve the agenda as amended.

**Alice Valiquette/Audrey Thom
Carried**

3. Approval of Minutes of May 2, 2023 Meeting

Correction: 5.1. last name "Valiquette".

MOTION:

To approve the Minutes of May 2, 2023 as amended.

**Alice Valiquette/Audrey Thom
Carried**

4. Guests – None

5. Business Arising from Previous Minutes

5.1. Strategic Planning Day - Update

Monday, September 11, 2023 is the confirmed date. The location is to be determined.

6. Correspondence – None

7. New Business – None

8. Reports

8.1. Superintendent's Report

Paul Rossetti highlighted items in his report.

8.2. Finances

8.2.1 Financial Statements & Approval of Preliminary Budget 2023-24

Leah MacKenzie highlighted items on the financial statements and presented the preliminary budgets. Bishop Gary Gordon thanked the Superintendent and Principal for working hard on balancing the budgets for the next school year.

MOTION:

To approve the preliminary budget for 2023-24 as presented.

**Alice Valiquette/Audrey Thom
Carried**

8.2.2 Queen of Angels Contingency Fund Request

Leah MacKenzie presented Queen of Angels School's request to use the contingency fund for the renovation costs incurred in the summer of 2022. Discussion took place.

MOTION:

To approve Queen of Angels School's request as presented.

**Manuel Achadinha/Gwen Jahelka
Carried**

8.2.3 Tuition Fee Staff Plan Proposed Revision

Leah MacKenzie presented proposed changes to policy 709 Tuition Fees: Staff Plan in a Catholic School.

MOTION:

To approve Policy 709 as amended.

**Audrey Thom/Gwen Jahelka
Carried**

8.2.4 Chemainus Sale – Update

Leah MacKenzie informed that the deal has been signed and the conditions have been removed.

8.2.5 CISDV Central Office Allocation Options

Leah MacKenzie explained the way the expenses of the Central Office have been paid by the schools and presented three options to allocate the funds moving forward. Discussion took place.

MOTION:

To adopt option No. 3 "Weighted Average Tuition + Grant/Enrolment" for the 2023-24 school year.

**Audrey Thom/Alice Valiquette
Carried**

8.3. Building Projects

8.3.1 St. Joseph's Early Learning Centre – Preliminary Budget

Leah MacKenzie highlighted items on the budget presented by Knappett Projects Inc. It is being reviewed in conjunction with the Superintendent and the Executive Director of CISDV Child Care and Early Learning Centres.

8.4. Vicar of Education

Fr. William Hann has been participating in staff interviews and continues dealing with issues that require listening and dialogue. He shared that after many years as the Vicar of Education

he is moving to his new role as Vicar General. Father Alfredo Monacelli has been appointed as the new Vicar of Education.

8.5. Council Reps Reports

- St. Patrick's School – Fr. William Hann attended the AGM and commented on how the Local School Council has made great stride as an effective Council.
- St. Joseph's School – Alice Valiquette attended the AGM. It went well.
- St. Andrew's Regional High School – Manuel Achadinha informed that the school's cell phone regulation for grade 8 students is in place.
- St. John Paul II School – Dale Gross will attend the next Local School Council meeting, which will take place tomorrow.

8.5.1 Queen of Angels School Exit Survey Report

The subcommittee presented the results of the exit survey. Discussion took place.

MOTION:

To approve the report as presented.

**Manuel Achadinha/Alice Valiquette
Carried**

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

10. **MOTION to adjourn** the meeting at 7:05pm.

**Alice Valiquette/Manuel Achadinha
Carried**