



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
September 20, 2023
Regular Meeting – Pastoral Centre**

MINUTES

| | | | |
|---------------------------------|-------------------------------------|--------------------------------------|----------------------------------|
| PRESENT: | Bishop Gary Gordon Michael Doyle | Fr. Alfredo Monacelli Audrey Thom | Gwen Jahelka Alice Valiquette |
| REGRETS: | Manuel Achadinha | Dale Gross | |
| CHIEF FINANCIAL OFFICER: | | Leah MacKenzie – Regrets | |
| SUPERINTENDENT: | | Paul Rossetti | |
| RECORDING SECRETARY: | | Heidi Pivaral | |

1. Call to Order and Opening Prayer

Paul Rossetti called the meeting to order at 3:08pm. Bishop Gary Gordon led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Alice Valiquette/Audrey Thom
Carried**

3. Approval of Minutes

3.1. Regular meeting of June 13, 2023

MOTION:

To approve the Minutes of June 13, 2023 as presented.

**Audrey Thom/Alice Valiquette
Carried**

4. Guests: Michael Durkan, Joelle Dressler, and Wendy Bird-Borau

Paul Rossetti presented the guests.

5. Business Arising from Previous Minutes

5.1. Strategic (Priority) Planning Day – Review & Discussion

The members of the Board of Directors will work on the priorities at a later date.

6. Correspondence

6.1. E-mail from parent regarding St. Joseph’s School Catholicity

The e-mail was circulated. Discussion took place. Paul Rossetti will contact the parent to have a further conversation.

- 6.2. Resignation Letter from Blanche Barco
Blanche Barco's resignation was accepted.

7. New Business

- 7.1. International Student Tuition and Refund Policy: Michael Durkan
Michael Durkan gave some background on the existing Refund Policy and presented the suggested changes. He also presented the international student fee schedule for 2024-2025 and 2025-2026.

MOTION:

To approve the international student fees and Refund Policy as presented.

**Audrey Thom/Alice Valiquette
Carried**

- 7.2. Executive Director of Child Care and Early Learning Centres Report: Wendy Bird-Borau
Wendy Bird-Borau highlighted items on her written report presented and answered questions.
- 7.3. Director of Faith Formation and Evangelization Report: Joelle Dressler
Joelle Dressler presented a verbal report. Her focus on the first months has been to build connections.
- 7.4. 2023 AGM and Term Review
It was agreed that the Annual General Meeting will be on Wednesday, November 22, 2023. Two Board members will be elected at that meeting.
- 7.5. Set Meeting Dates for the Year
Discussion took place. It was agreed that the meetings will start at 2:00pm. The confirmed dates are: October 25, November 22, December 20, January 17, February 28, March 13, April 17, May 15, June (TBD).

8. Reports

- 8.1. Superintendent's Report
Paul Rossetti highlighted items on his report.
- 8.2. Finances
8.2.1. 2023-24 Budget and Enrolment Update
Paul Rossetti highlighted items on the financial report.
- 8.3. Building Projects
8.3.1. St Joseph's Early Learning Centre – Update
The Building Committee will review the project in November.
8.3.2. St. Andrew's Sports Field – Updated
The project proposal was presented at the beginning of September. Some adjustments need to be made.
- 8.4. Vicar of Education
Fr. Alfredo Monacelli presented himself and informed that he attended the Schools Administration Team retreat.
- 8.5. Council Reps Reports
Queen of Angels School – Michael Doyle attended the first Local School Council meeting. They have a new chair.

9. **Closing Prayer** was led by Michael Doyle.

10. **MOTION to adjourn** the meeting at 5:36pm.

**Gwen Jahelka/Audrey Thom
Carried**