



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
November 22, 2023
Regular Meeting – Pastoral Centre**

MINUTES

PRESENT: Bishop Gary Gordon Fr. Alfredo Monacelli Gwen Jahelka
Manuel Achadinha Michael Doyle Audrey Thom
Alice Valiquette

REGRETS: Dale Gross

CHIEF FINANCIAL OFFICER: Leah MacKenzie

SUPERINTENDENT: Paul Rossetti

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Michael Doyle called the meeting to order at 4:06pm and led the Opening Prayer.

2. Additions/Approval of the Agenda

Addition: 7.2 CCSTA

MOTION:

To approve the agenda as amended.

**Manuel Achadinha/Alice Valiquette
Carried**

3. Approval of Minutes

3.1. Regular meeting of October 25, 2023

MOTION:

To approve the Minutes of October 25, 2023 as presented.

**Alice Valiquette/Audrey Thom
Carried**

4. Guests – None

5. Business Arising from Previous Minutes

5.1. 2023 AGM

Members of the CISDV Board of Directors agreed that if members of the Society cannot attend in person and they want to join via Zoom, it has to be requested in advance. If a nominee is not present at the AGM, the person can run for a position.

6. Correspondence – None

7. New Business

7.1. CSTA TIC for SJP2

Paul Rossetti presented a request from the Catholic School Teachers Association (CSTA) regarding compensation for the Teacher-in-Charge (TIC) at St. John Paul II School while the administrator is absent. It was suggested that after the ninth day that the TIC is covering for the administrator, the teacher is paid based on the Vice Principal grid.

ACTION:

Paul Rossetti will discuss the suggestion with Leah MacKenzie and will provide a proposal for approval.

7.2. CCSTA

Paul Rossetti informed that the Catholic Independent Schools Committee of British Columbia (CISCBC) can select someone from the community to attend the Canadian Catholic School Trustees' Association (CCSTA) meetings and the representative will also attend the CISCBC meetings in November. It was decided that Michael Doyle will be the candidate from CISDV.

8. Reports

8.1. Superintendent's Report

Paul Rossetti gave a verbal report. He informed that a new Ombudsperson was elected for Vancouver Island.

8.2. Finances

8.2.1. 2023-24 Q1 Financials

Leah MacKenzie highlighted items on the financial report.

8.2.2. SSA Loan

Leah MacKenzie informed that the Loan with the Sisters of St. Ann will be extended and terms are still being discussed.

8.3 Building Projects

8.3.1 St. Joseph's Early Learning Centre – Update

St. Joseph The Worker Parish informed that they will be contributing 1.5 million dollars to the project and will be upgrading the parking lot. We are getting quotes and will be submitting a grant application to the Ministry of Education and Child Care.

8.3.2 St. Andrew's Sports Field – Update

The project manager, McElhanney Engineers, has completed the planning and received the geotechnical reports. Discussion with the Planning Department at Saanich has begun, and tender documents will be ready early in 2024.

8.4. Vicar of Education

Fr. Alfredo Monacelli informed that he attended the CISCBC meetings in Vancouver. It was good to see what happens in other school districts. He mentioned that the youth group at St. Joseph The Worker Parish is very active and some students from our schools participate regularly.

8.5. Council Reps Reports

- St. Andrew's Regional High School – Manuel Achadinha informed that SARHS is planning their 40th anniversary.
- St. Patrick's School – Audrey Thom will attend the school's Advent concert.
- St. Joseph's School – Alice Valiquette attended the last Local School Council meeting.

- Queen of Angels School – Michael Doyle informed that the Local School Council and Parent Support Group have been active and there has been more involvement from the school community. There are three members of the Cowichan Tribes in the Local School Council.

8.6. Other

Bishop Gary Gordon informed that our Diocese is working in providing the proper training on Catholicity to all the staff in our schools.

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

10. **MOTION to adjourn** the meeting at 5:21pm.

**Manuel Achadinha/Alice Valiquette
Carried**