



**CATHOLIC INDEPENDENT SCHOOLS  
DIOCESE OF VICTORIA  
BOARD OF DIRECTORS MEETING  
January 17, 2024  
Regular Meeting - Zoom**

**MINUTES**

**PRESENT:** Bishop Gary Gordon Fr. Alfredo Monacelli Gwen Jahelka  
Manuel Achadinha Megan McGrath Brianna Shereck  
Audrey Thom Alice Valiquette

**REGRETS:** Michael Doyle

**CHIEF FINANCIAL OFFICER:** Leah MacKenzie

**SUPERINTENDENT:** Paul Rossetti

**RECORDING SECRETARY:** Heidi Pivaral

**1. Call to Order and Opening Prayer**

Audrey Thom called the meeting to order at 2:04pm 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**

3.1. Regular meeting of November 22, 2023

**MOTION:**

To approve the Minutes of November 22, 2023 as presented.

**Alice Valiquette/Manuel Achadinha  
Carried**

**4. Guests - None**

**5. Business Arising from Previous Minutes**

5.1. CSTA TIC for SJP2 - Follow Up

Paul Rosetti shared some background of the situation at St. John Paul II School. It was proposed that the Teacher in Charge (TIC) be paid the daily Vice Principal rate when covering for the administrator for ten or more days in a school year. Discussion took place.

**MOTION:**

To approve the proposal that the Teacher in Charge be paid the Vice Principal rate after the ninth day covering for the administrator.

**Manuel Achadinha/Megan McGrath  
Carried**

5.2. Sisters of St. Ann Loan

Leah MacKenzie reviewed the letter sent by the Sisters of St. Ann. Interest will be paid for the one million loan this year. The Diocese of Victoria will pay \$500,000 to the Sisters of St. Ann in January 2025 and the other \$500,000.00 will be forgiven. The Diocese and CISDV thanked the Sisters of St. Ann for their generosity and willingness to support our schools. Bishop Gary Gordon shared that the Sisters of St. Ann enjoy participating in the different events organized by the schools.

6. **Correspondence – None**

7. **New Business**

7.1. CSTA Agreement for EAs Teaching at SJP2 – Information Only

Paul Rossetti informed that the Catholic School Teachers Association (CSTA) approved to allow Educational Assistants (EAs) to help in the classroom when St. John Paul II School is having problems finding a teacher on-call (TOC). When EAs are doing a TOC job, they will be paid the TOC rate.

7.2. SJP2 Expansion Proposal – Initial Discussion

Paul Rossetti highlighted items that the principal presented for the possible expansion of SJP2. It involves hiring two teachers the first year. There will be collaboration with ASCEND Online. It would be a middle school (Grades 8 and 9). The school has some space that could be used. Discussion took place. SJP2 will prepare a preliminary business plan to be presented to the CISDV Board of Directors for their consideration.

7.3. Tuition Policy 707 – Update and Review

Language was cleaned to reflect actual practices. Bishop Gary Gordon share information regarding the changes in the previous parish supporter form.

**MOTION:**

To approve Policy 707 as presented.

**Regan McGrath/Alice Valiquette  
Carried**

8. **Reports**

8.1. Superintendent’s Report

Paul Rossetti highlighted items in his report.

8.2. Finances

8.2.1. 2024-25 Tuition Proposal

Leah MacKenzie provided rationale for the tuition proposed.

**MOTION:**

To approve the tuition rates for 2024-25 as presented.

**Alice Valiquette/Manuel Achadinha  
Carried**

8.3 Building Projects

8.3.1 St. Joseph’s Early Learning Centre – Update

Leah MacKenzie reported that the proposal has been tentatively approved by the different Diocesan Committees. The Executive Director of CISDV Child Care and ELC is in the process of preparing the grant application to the Ministry of Education and Child Care.

8.3.2 St. Andrew's Sports Field – Update  
Leah MacKenzie reported that tender documents are being prepared for contractors to bid on the work. The plan is to have the field ready to be used in September 2024.

8.3.3 St. Joseph – Chemainus – Update  
Leah MacKenzie reported that the property is continuing to be marketed and different options are being investigated to find potential buyers.

8.4. Vicar of Education

Fr. Alfredo Monacelli shared that he visited St. John Paul II School last week. He attended the assembly and spent the day touring the school and meeting the staff. He also visited the Pastor and encouraged him to be more present at the school. He suggested that the pastors are invited to attend schools' events.

8.5. Council Reps Reports

Audrey Thom shared that Council Reps are expected to attend some of the Local School Council (LSC) meetings and some school events. Regan McGrath will be the representative for St. Patrick's School, Brianna Shereck and Alice Valiquette will be the representatives for St. Joseph's School, and Audrey Thom will be the representative for St. John Paul II School.

- St. Andrew's Regional High School – Manuel Achadinha informed that the LSC is working on the celebration of their 40<sup>th</sup> anniversary.
- St. Joseph's School – Alice Valiquette attended the school's Christmas celebration.

8.6. Other

Bishop Gary Gordon thanked the members of the Board of Directors for their commitment and dedication to Catholic education.

9. **Closing Prayer** was led by Fr. Alfredo Monacelli.

10. **MOTION to adjourn** the meeting at 4:15pm.

**Manuel Achadinha/Alice Valiquette  
Carried**