



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
June 19, 2024
Regular Meeting – Pastoral Centre**

MINUTES

PRESENT: Bishop Gary Gordon Fr. Alfredo Monacelli Manuel Achadinha
Michael Doyle Audrey Thom

REGRETS: Gwen Jahelka (medical leave) Regan McGrath Brianna Shereck
Alice Valiquette

CHIEF FINANCIAL OFFICER: Jackie Marchand Leah MacKenzie

SUPERINTENDENT: Paul Rossetti

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Michael Doyle called the meeting to order at 1:30pm and Fr. Alfredo Monacelli led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Audrey Thom/Manuel Achadinha
Carried**

3. Approval of Minutes

3.1. Regular meeting of May 15, 2024

MOTION:

To approve the Minutes of May 15, 2024 as presented.

**Manuel Achadinha/Audrey Thom
Carried**

3.2. Extraordinary meeting of May 30, 2024

MOTION:

To approve the Minutes of May 30, 2024 as presented.

**Manuel Achadinha/Michael Doyle
Carried**

4. Guests – None

5. Business Arising from Previous Minutes

5.1. Approval of Minutes from the Priority Planning Joint Meeting

Members of the Board of Directors reviewed the minutes and agreed that there were a few items missing.

MOTION:

To approve the Minutes from the Priority Planning Joint Meeting as amended.

**Manuel Achadinha/Audrey Thom
Carried**

- 5.2. Approval of Terms of Reference for the Local School Council Legacy Planning Sub-Committee
Michael Doyle highlighted items in the document circulated.

MOTION:

To approve the Terms of Reference for the Local School Council Legacy Planning Sub-Committee as presented.

**Manuel Achadinha/Audrey Thom
Carried**

6. Correspondence – None

7. Reports

- 7.1. Superintendent’s Report

Paul Rossetti highlighted items in his report.

- 7.2. Finances

7.2.1.

Financial Statements & Approval of Preliminary Budget 2024/25

Jackie Marchand highlighted items in the financial report. Discussion took place.

MOTION:

To approve the preliminary budget for 2024/25 as presented.

**Manuel Achadinha/Fr. Alfredo Monacelli
Carried**

- 7.3. Building Projects

7.3.1.

St Joseph’s Early Learning Centre – Update

Leah MacKenzie highlighted items in the report circulated. Construction is expected to start in November 2024.

7.3.2.

St. Andrew’s Sports Field – Update

Leah MacKenzie highlighted items in the financial report circulated. The project is on time and on budget.

- 7.4. Vicar of Education

Fr. Alfredo Monacelli has been looking after St. Andrew’s Regional High School while a new School Chaplain is appointed.

- 7.5. Council Reports

- St. Andrew’s Regional High School – Manuel Achadinha informed that the Local School Council is looking into the possibility of prohibiting the use of cell phones in all the classrooms. They are also exploring the option of getting Chromebooks for the students.

- 7.6 CCSTA Update

Michael Doyle attended the Canadian Catholic Schools Trustees’ Association (CCSTA) Conference and AGM and gave a verbal report.

8. New Business

- 8.1. 2024/25 Support Staff Salary Grid

The Support Staff Salary Grid was presented. Discussion took place.

MOTION:

To approve the 2024/25 Support Staff Salary Grid as presented.

**Manuel Achadinha/Michael Doyle
Carried**

8.2. 2024/25 Early Learning Centre Staff Salary Grid

The Early Learning Centre Staff Salary Grid was presented.

MOTION:

To approve the 2024/25 Early Learning Centre Staff Salary Grid as presented.

**Manuel Achadinha/Audrey Thom
Carried**

8.3. 2024/25 Administrator Salary Grid

The Administrator Salary Grid was presented.

MOTION:

To approve the 2024/25 Administrator Salary Grid as presented.

**Fr. Alfredo Monacelli/Audrey Thom
Carried**

8.4. Ombudsperson Policy Update

Paul Rossetti presented the proposed additions.

MOTION:

To approve the Policy 315A – Major Complaints and Appeals from Students and Their Parents as presented.

**Audrey Thom/Manuel Achadinha
Carried**

8.5. Chancellor Update

A Memo from Bishop Gary Gordon regarding the medical leave of the Chancellor was circulated.

8.6. Leah MacKenzie Acknowledgment

Michael Doyle highlighted Leah MacKenzie's qualities and thanked her for her hard work and dedication to CISDV. Leah shared that she will be staying as consultor in some projects like St. Andrew's Regional High School sports field and St. Joseph's School Early Learning Centre.

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

10. **MOTION to adjourn** the meeting at 3:08pm.

**Manuel Achadinha/Audrey Thom
Carried**