

KELOWNA CATHOLIC INDEPENDENT SCHOOL COUNCIL
REGULAR MEETING MINUTES
Immaculata Regional High School, Tuesday April 20, 2010

PRESENT: bro Gerry Craig, James Gorges, Harvey Lalach,
Lisa Lundquist, Kim Macaulay, Jacquie Marshall,
Kathleen Peters, Fr. Otto Rollheiser, Rob Sali,
Fr. Peter Tompkins, Elena Tostenson, Jarrod Thalheimer,
Fr. Bart van Roijen, John Vielvoye, Fr. Andriy Werbowy

NON-VOTING: John Campbell (Principal, Immaculata), Rita Smith
(Principal, St. Joseph), Cece Sinotte (Secretary-Trasurer)

REGRETS: Shirley Goebel, Fr. Wayne Pfliger

ABSENT: Fr. Dave DeSouza

IN ATTENDANCE: one teacher, one parent

1.0 CALL TO ORDER

James Gorges, 7:05 pm

2.0 OPENING PRAYER

Led by John Vielvoye

3.0 AGENDA

3.0.1 MOTION - Jarrod Thalheimer/Rob Sali

To adopt the agenda as circulated.

MOTION CARRIED

4.0 APPROVAL OF MINUTES

4.0.1 MOTION - Jarrod Thalheimer/Rob Sali

To approve the regular meeting minutes of March 23, 2010
amended to show Kim Macaulay as "present".

MOTION CARRIED

5.0 CORRESPONDENCE

None received.

6.0 BUSINESS ARISING FROM THE MINUTES

6.1 UPDATE - REPLY TO PARENT

Jarrold Thalheimer reported that the committee produced a report with answers to Mr. Miller's questions. The report is located on the Council website at www.kelownacatholic.org under the "Meeting Minutes" section. The committee has offered to meet with Mr. Miller and a group of parents to answer questions, to receive feedback, and to ensure that Council's existing policies and methods of dispute and conflict resolution are common knowledge.

In answer to a question Jarrod said that the committee is acting as a conduit of information between Council and parents, not as spokespersons for the Council.

- 6.2 UPDATE - MEETING BETWEEN FINANCE COMMITTEE AND PARENT
Elena Tostenson reported that the meeting took place on April 6. The parent voiced concerns pertaining to school operations and employee relations, and finances. The Committee answered her financial questions directly. Elena has informed the Principals and the Superintendent of her other concerns, and has recommended that they meet with the parent.
- 6.3 UPDATE - FUNDRAISER PROCESS
Tabled until after the May 14 fundraiser.
- 6.4 POLICY ADDITION: ATTENDANCE AT COUNCIL MEETINGS
- 6.4.1 MOTION - Fr. Bart van Roijen/Kim Macaulay
The Chairperson or the Vice Chairperson must be present at a Council meeting or the meeting will not be held. Principals must send a representative if they are not available to attend.
MOTION REJECTED
- 6.4.2 NOTICE OF MOTION - Fr. Bart van Roijen
The Chairperson must appoint a member of the Council to be Chairperson *pro tem* if the Chairperson and Vice Chairperson will be absent for a regular Council meeting. The Principals must send a representative to the meeting if they are not available to attend.
- 6.5 DISCUSSION: EXIT SURVEY PROCESS
A new computerized survey has just been implemented. Consistency in analyzing and reporting was discussed. It was suggested that the Superintendent continue to tabulate the survey results, with a request that the information provided be more timely than in the past.
- 6.6 INPUT TO CISND: SPECIAL EDUCATION POLICY
There were no changes suggested.

6.7 INPUT TO CISND: STUDENT SUSPENSION POLICY**6.7.1 MOTION - Jarrod Thalheimer/Rob Sali**

To change the following sentence "The school Principal may suspend a student for any serious action without prior notification to the student's parents" to include a requirement that parents must be given prior notice of the suspension.

MOTION CARRIED

The suggestion was made to prevent the parents from hearing about the suspension from sources other than directly from the Principal. The timeline for the request for the appeal and hearing was also discussed (seven days); no Motion was made to change the wording.

6.8 MOTIONS FROM IN CAMERA MEETING

The following Motions from the in Camera meeting of March 23 were entered into the Council Minutes:

MOTION - Shirley Goebel/Fr. Peter Tompkins

That the names of participants in international field trips be made available to the Education Chairperson by the earlier of the first day of October or prior to booking the flights.

MOTION CARRIED

MOTION - Shirley Goebel/Fr. Wayne Pfliger

All changes from the initial itinerary for international field trips must be forwarded in writing to the Education Chairperson immediately upon occurrence.

MOTION CARRIED

7.0 REPORTS**7.1 ACCEPTANCE OF REPORTS****7.1.1 MOTION - Rob Sali/Kim Macaulay**

To receive the reports as circulated and discussed.

MOTION CARRIED

8.0 NEW BUSINESS**8.1 PROVISIONAL OPERATING BUDGETS FOR 2010/2011****8.1.1 MOTION - Fr. Peter Tompkins/Jarrod Thalheimer**

To adopt the operating budgets for 2010/2011.

MOTION CARRIED 10 FOR 4 AGAINST

Assumptions: grants at \$3,595 per FTE; wage and salary increase of 2.5%; revenues based on actual paid enrollments to date.

When the Finance Committee and Principals met to determine the budgets, reductions were made to some non-salary items. The schools must each reduce staff costs in order to achieve a balanced budget. The Finance Chairperson passed on the Superintendent's recommendation to withhold contracts pending further paid enrollments. He noted that in order to provide transparency a budget was prepared for each school, but the schools are encouraged to work together to achieve balanced budgets. Use of existing reserves to balance the budget, and to provide salary increases, was discussed. The Finance Chairperson cautioned that reserve accounts should be used to balance the budget only if enrollments decline in September, not at this early stage.

8.2 ANNUAL GENERAL MEETING

8.2.1 MOTION - Jarrod Thalheimer/Fr. Bart van Roijen
To schedule an Annual General Meeting before the end of the current school year.

MOTION CARRIED 10 FOR 4 AGAINST

8.3 COUNCIL/STAFF DINNER

Kim Macaulay and Elena Tostenson volunteered to organize the event.

8.4 COUNCIL TERMS

The Chairperson will report on expired terms in May.

9.0 NEXT MEETING - Wednesday May 19, 7 pm at Charity Hall

OPENING PRAYER - Fr. Bart van Roijen

10.0 MOTION TO ADJOURN - Rob Sali @ 10:15 pm