

KELOWNA CATHOLIC INDEPENDENT SCHOOL COUNCIL  
REGULAR MEETING MINUTES  
Wednesday November 3, 2010 at Charity Hall

PRESENT: Bro. Gerry Craig, Fr. Francis dela Cruz, Shirley Goebel,  
Kim Macaulay, Jacquie Marshall, Fr. Wayne Pfliger, Rob Sali,  
Fr. Peter Tompkins, Elena Tostenson, Jarrod Thalheimer,  
Gary Trepanier, Fr. Andriy Werbowy

NON-VOTING: John Campbell (Principal-Immaculata), Val Cocar  
(SJS-PSG), Jennifer Newman (IRHS-PSG), Cece Sinotte  
(Secretary-Treasurer), Andrew Wallace (Principal-St. Joseph)

REGRETS: Fr. Otto Rollheiser

ABSENT: Fr. Dave DeSouza

VISITORS: one teacher; four parents

- 1.0 CALL TO ORDER AND WELCOME  
Jarrod Thalheimer, 7:01 pm.
- 2.0 OPENING PRAYER  
Led by Elena Tostenson.
- 3.0 ADOPTION OF AGENDA
  - 3.0.1 MOTION - Shirley Goebel/Rob Sali  
To adopt the agenda as circulated.  
MOTION CARRIED
- 4.0 APPROVAL OF MINUTES
  - 4.0.1 MOTION - Shirley Goebel/Fr. Wayne Pfliger  
To approve the minutes of the October 6 meeting as circulated.  
MOTION CARRIED
- 5.0 CORRESPONDENCE
  - 5.0.1 Shirley Goebel/Kim Macaulay  
To move the letter of correspondence received to the in-camera  
session for discussion.  
MOTION CARRIED
- 6.0 BUSINESS ARISING FROM THE MINUTES  
There was no business arising from the minutes.
- 7.0 REPORTS
  - 7.0.1 MOTION - Shirley Goebel/Gary Trepanier  
To receive the reports as circulated and discussed.  
MOTION CARRIED

8.0 NEW BUSINESS

8.1 MOTIONS ARISING FROM THE MAINTENANCE REPORT

8.1.1 MOTION - Shirley Goebel/Elena Tostenson

To authorize spending up to \$80,000 to replace the roof of Doyle Hall (St. Joseph School).

MOTION CARRIED

After discussion the following amended Motion was made:

8.1.2 MOTION - Rob Sali/Elena Tostenson

To authorize spending up to \$100,000 to replace the roof of Doyle Hall (St. Joseph School), with the funds to be taken from the maintenance reserve account.

MOTION CARRIED

8.2 MOTIONS ARISING FROM THE FINANCE REPORT

8.2.1 MOTION - Shirley Goebel/Fr. Wayne Pfliger

To request that the CISND review the in school account cheque signing policy wherein a designated Pastor is the major signatory.

MOTION CARRIED - 2 ABSTENTIONS

8.2.2 MOTION - Shirley Goebel/Fr. Peter Tompkins

To replace the money taken out of the reserve accounts for roof replacement with surplus income from operations at the end of the year.

MOTION CARRIED - 2 ABSTENTIONS

After discussion the following Motion was made:

8.2.3 MOTION - Shirley Goebel/Fr. Wayne Pfliger

To append the following sentence to Motion 8.2.2: Surplus income will not include excess funds raised by the Ways and Means committee fundraisers.

MOTION CARRIED with 2 OPPOSED and 1 ABSTENTION

8.2.4 MOTION - Shirley Goebel/Fr. Peter Tompkins

To ratify the Finance Committee's decision to authorize the Secretary Treasurer to attend a CRA seminar on November 3, 2010 with the cost taken from the Council's recognition budget, and to request that the CISND include Pro D in the employees' contracts.

MOTION CARRIED

8.2.5 MOTION - Shirley Goebel/Rob Sali

To approve membership in the Church Treasurers of Canada Inc. at a cost of \$80, valid until December 31, 2011.

MOTION CARRIED

The Secretary-Treasurer was asked to update all parishes on pertinent tax information received from the association with the Church Treasurers of Canada.

8.2.6 MOTION - Shirley Goebel/Fr. Wayne Pfliger

To execute subcontractor contracts in August 2011, and to send written notification of same to existing subcontractors in February 2011.

MOTION CARRIED

8.2.7 MOTION - Shirley Goebel/Elena Tostenson

To request from the CISND a copy of the Superintendents' budget and an explanation of the processes by which the budget is developed and approved, a copy of the most current financial statements, and an explanation of the reasons for the increases in the Diocesan levy (24.0% increase from 2008/2009 to 2009/2010; 9.7% increase from 2009/2010 to 2010/2011).

MOTION CARRIED

8.2.8 MOTION - Shirley Goebel/Fr. Peter Tompkins

To request from the CISND the requirement for maintaining reserve funds, and the options available to access reserve funds.

MOTION CARRIED

8.3 MOTION ARISING FROM THE WAYS & MEANS REPORT

8.3.1 MOTION - Jacquie Marshall/Gary Trepanier

To hire an advisor to create a critical path for Council's fundraising up to a maximum expenditure of \$300 (\$50 per hour for approximately 6 hours).

MOTION CARRIED

It was agreed that the Ways & Means Committee and the Finance Committee will work together with the hired fundraiser to discuss tandem fundraising for the operational budget and the new school.

#### 8.4 FEEDBACK REQUIRED FOR CISND DRAFT POLICIES

The following suggestions were made:

##### ACCELERATION/RETENTION POLICY

- pg 1 "Guidelines", 2<sup>nd</sup> bullet reads "Retention should not be utilized as..." Replace the word 'should' with the word 'will'.
- pg 1 "Guidelines", 2<sup>nd</sup> bullet reads that retention not be used as a consequence for negative behaviour - suggest to substitute the word "misbehaviour" for "negative behaviour", as it could be misunderstood by a parent when s/he compares policy to the grid that identifies developmental behaviour.
- pg 1 - suggest adding a separate set of guidelines for acceleration.
- pg 2 "Process"- 6. "Approval"  
Clarity is required in the timeline for the approval process; suggested to also include in the timeline a reference to special circumstances, for example Kindergarten, international or new students from other educational systems where the timeline might be different.
- pg 3 "Checklist and Authorization"  
Factors to consider in retention are in grid form but there are no grids shown for acceleration;  
suggest including a separate set of guidelines for acceleration.  
Question why there are "below" and "above" on grade level ratings - won't the ratings will be one score?
- pg 3 "Days absent from school this year" and "Times late"  
Suggest moving this line above the grids to make it more identifiable on the page.

##### TEACHER QUALIFICATION STANDARD

- pg 1 "Purpose"  
The second sentence is awkward in its construction and doesn't read well.  
Suggested sentence: "As such, some teachers have TQS cards acquired prior to employment in the diocese".

- pg 2 "Draft additions" - 2<sup>nd</sup> bullet point: suggest to add dates and requirement for notification in writing.  
Suggested sentence (note changes in bold): "If a teacher expects to complete course work prior to September 1 which would support a new category grid placement, s/he will notify the School Council in writing by April 1 before draft budgets are finalized".

8.4 CISND SOCIETY ANNUAL GENERAL MEETING

8.4.1 Motion - Shirley Goebel/Rob Sali

To refer CISND's recommendations on communications for meetings to the Local Policy Committee.

MOTION CARRIED

8.5 MEETING REFRESHMENTS

Council agreed that members will self-finance refreshments; Kim Macaulay and Elena Tostenson volunteered to bring water and coffee to the meetings.

8.6 REPORTS

The Chairperson was asked to address each report separately for discussion and questions at future meetings rather than as a combined grouping.

9.0 NEXT MEETING -Wednesday December 1, 7 pm - Immaculata School  
OPENING PRAYER - Rob Sali

10.0 MOTION TO ADJOURN - Gary Trepanier @ 9:47 pm