



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF PRINCE GEORGE**

**BOARD OF DIRECTORS' MEETING
Thursday March 7, 2019 – 5:00pm
Pastoral Centre Board Room**

MINUTES

In Attendance:

Present:	Bishop Stephen Jensen	President (Chairperson)
	Fr. Rectorino Tolentino	Vicar General
	Fr. John Garden	Chancellor
	Sandra Caffrey	Central Representative (arrived 5:10pm)
	Bina Tucker	Western Representative
GoToMeeting	Fr. Terry Brock	Member
	Colleen Easson	Bishop Appointed/CISCBC/CCSTA Representative
	Gregory Krabes	Bishop Appointed Member (arrived 5:40pm)
	Yvonne Becotte	Northern Representative
Regrets	None	
Administration	Chris Dugdale	Superintendent of Schools
	Laurie Hooker	Executive Assistant (Recording)
Guests	Jenny Schroeder	Principal – St. Mary's School
	Kathleen Barth	Principal – Immaculate Conception School

1. Call to Order - The meeting was called to order at 5:00pm

2. Prayer & Introductions

Bishop Jensen opened the meeting with a prayer.

3. Acceptance of Agenda

The Agenda for the Board meeting of March 7, 2019 be accepted with item 9.2 added:
Interviewing and Hiring

4. Approval of the Minutes from January 24, 2019

Motion: CISPG BOD 2019.03.07.01

M/ Fr. Rector Tolentino S/ Fr. John Garden

That the Minutes of the Board meeting of January 24, 2019 be approved, with the following change:

Item 9.1 Pastor Signatures on contracts be clarified in item number 8 of today's agenda and be withdrawn from the January 24, 2019 minutes.

CARRIED

5. CIS Financial Statements – Fr. John Garden

Motion: CISPG BOD 2019.03.07.02

M/ Bina Tucker S/ Fr. Rector Tolentino

To accept the CISPG financial statements as presented.

CARRIED

5.1 Finance office update

Working through some payroll concerns that have been identified from staff. The payroll clerk is now working 25 hours per week. The CISVA office is willing to help by offering training with benefits and making sure applications are accurate.

6. Report from Superintendent of Schools – Chris Dugdale (report & CISPG Learning Update)

Chris highlighted that CISPG is looking to fill 18 teaching positions for the coming school year, down from the 44 we had to find for this year. Another change from last year is that there are multiple applicants for some positions.

Prepared Director Reports

7.1 CISCBC/CCSTA – Colleen Easson – Bishop appointed (report provided)
FISA report provided by Colleen

7.1.1 - Gregory Krabes – Bishop appointed – nothing to report

7.2 Regional Reports

7.2.1 Northern Representative – Yvonne Becotte (report provided)

7.2.2 Central Representative – Sandra Caffrey (report provided)

7.2.3 Western Representative – Bina Tucker (report provided)

8. Old Business

8.1 Clarification: Pastors and SC Chairperson signatures on contracts

Further to the item in January 24th, 2019 minutes; clarification was required.

Support Staff Contracts will be signed by the Pastor and School Council designate along with a witness signature.

9. New Business

9.1 Christian Education Curriculum

Chris is working with CISVA in relation to the curriculum they have developed. Training will be required prior to implementation of the Christian Education Curriculum for the 2019-2020 school year.

9.2 Interview and Hiring

Questions related to the Catholicity clause were raised. The policy in place applies to all staff. Concerns are brought to the Superintendent or Bishop.

10. Next CISPg Board meeting dates;

Thursday May 9, 2019 – CISPg Board of Directors meeting 5:00pm

Thursday June 20, 2019 – CISPg Board of Directors meeting 5:00pm

September Leadership Team meeting – Thur. September 12, 2019 7:00pm

Thursday September 19, 2019 – CISPg Board of Directors meeting 5:00pm

Thursday October 24, 2019 – CISPg Board of Directors meeting 5:00pm

Annual General meeting concurrent to the BOD meeting CISPg AGM meeting 6:00pm

11. Adjournment at 6:55pm

12. In-Camera – Meeting commenced at 7:00pm

**Next CISPg BOD meeting will be held on
Thursday, May 9, 2019 at 5:00pm**