



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF PRINCE GEORGE**

**BOARD OF DIRECTORS' MEETING
Thursday, October 11, 2018 – 2:30pm Pastoral Centre Board Room**

MINUTES

Present:	Fr. Rectorino Tolentino Fr. John Garden Margaret Fuller Ms. Colleen Easson	Vicar General (Chairperson) Chancellor Central Representative Bishop Appointed/CISCBC/CCSTA Representative
GoToMeeting	Fr. Terry Brock	Member
Regrets	Bishop Stephen Jensen Gregory Krabes	President (in Rome) Western Representative
Guests	Jenny Schroeder Kathleen Barth	Principal – St. Mary's School Principal – Immaculate Conception School
Administration:	Chris Dugdale Maggie Daly Laurie Hooker	Superintendent of Schools Finance Officer Executive Assistant (Recording)

1. Call to Order
The meeting was called to order at 2:39pm
2. Prayer
Fr. Rector opened the meeting with a prayer.
3. Adoption of Agenda

Motion: CISPG BOD 2018.10.11.01
M/ Colleen Easson S/ Margaret Fuller

That the Agenda for the Board meeting of October 11, 2018 be approved as presented.
CARRIED

4. Approval of the Minutes from June 21, 2018

Motion: CISPG BOD 2018.10.11.02
M/ Margaret Fuller S/ Fr. John Garden

That the Minutes of the Board meeting of June 21, 2018 be approved.
CARRIED

5. Review of audited 2017-2018 financial statements – Robin Lund PWC

Motion: CISPg BOD 2018.10.11.03
M/ Margaret Fuller S/ Fr. John Garden

To accept the audited 2017-2018 financial statements as presented.
CARRIED

6. Report from Superintendent of Schools – Chris Dugdale

Written report provided with the agenda – funded Special Ed number was corrected and noted the number of unfunded designated – between the two numbers our 8 schools have 90 students needing support(53 funded). Chris updated the directors on the team development with Evangelium that included the BOD in August. Clarification on the Faith Development each year was given – This day will take place on the first scheduled Pro D day in September at all of our schools in the Diocese. Evaluations from the schools showed more interaction is needed in the delivery of the sessions. Collaboration with the schools should take place when planning the day and the presenter. Chris noted the hiring process for this school year continues, many more LOP's (Letters of Permission) were applied for by qualified individuals to take on teaching assignments. Hiring consumes the majority of Superintendent's time and remains a key initiative for 2018-2019 starting now. Superintendent's reports included the robust CISPg Learning Plan 2018-2021. Presentation and support of CISPg strategic priorities for 2018-2021

1. **Bold Intentional Faith Formation**
2. **Innovative Learning**
3. **Form Healthy Community – (Organizational Health)**

7. Prepared Director Reports

7.1 CISCBC/CCSTA – Colleen Easson – Bishop Appointed

No questions from the circulated report

7.2 Regional Reports

7.2.1 Northern Representative

No report.

7.2.2 Central Representative – Margaret Fuller

No questions from the circulated report

7.2.3 Western Representative – Gregory Krabes - Regrets

No report provided

8. New Business

8.1 CISPg Final Budget for 2018-2019

Motion: CISPg BOD 2018.10.11.04
M/ Fr. John Garden S/ Colleen Easson

That the CISPg final budget be received as presented.
CARRIED

Discussion about the financial surplus ensued; resulting the following two motions

Motion: CISPg BOD 2018.10.11.05

M/ Fr. John Garden S/ Colleen Easson

In keeping with prior practice CISPg-BOD will continue to transfer a percentage of unused operating surpluses to the legal reserve fund as it sees fit by motion on a yearly basis.

CARRIED

Motion: CISPg BOD 2018.10.11.06

M/ Fr. John Garden S/ Colleen Easson

To transfer 50% (\$9,893.50) of the operating surplus (\$19,787.00) to legal reserve for future use as needed.

CARRIED

9. AGM meeting today 4:00pm

This meeting to take place immediately after the in camera meeting.

10. CISPg Board Meeting Schedule for 2018-2019

Discussion on dates and times to be set at AGM

11. Adjournment

Motion: CISPg BOD 2018.10.11.07

M/ Colleen Easson S/ Fr. John Garden

To adjourn meeting and commence In Camera meeting at 3:42pm.

CARRIED

12. In Camera meeting.

Administration staff and guests left the meeting room.

Next meeting will be held on Wednesday, November 21, 2018 at 5:00pm