

ST. JOSEPH'S SCHOOL COUNCIL

Agenda

Tuesday, January 25, 2022

6:30 PM

In attendance: Erika Dalla Torre, Keefer Pollard, Patrick Card, Joachim Ge, Allison Menzies, Teresa Evangelou, Alice Valiquette, Monique Les, Charles Hogg, Stephan Wauthy, Fr. Alfie

Absent: Blanche Barco

1. Opening Prayer - Father Alfie
2. Approval of Agenda – Teresa and Allison
3. Approval of Minutes from November 30, 2021 – Allison and Teresa
4. Correspondence – None
5. Administrators Activity Report – K. Pollard
 - i) Strange start back to school in 2022 with a delay in school starting.
 - ii) Focus on teachers – one teacher returned after an extended health leave since September
 - iii) Celebrating the Ordinary time – Liturgy of the word for primary (Grades 3 and 4 teachers involved)
 - iv) Q: how has attendance been: suspected cases of covid in teachers and students – nothing serious. Hovering around 31-35 students absent.
6. Father Alfredo Monacelli Report
 - i) Gatherings in church have been good
 - ii) Teachers are aware that they can ask Father to go to their classes
 - iii) Youth group restarting
7. Victoria Tri-Council - none

8. Committee Reports

- i) PAG Liaison – Stephan Wauthy
 - i. Current PAG meeting was moved to next week, so no report available
- ii) Finance – Charles Hogg
 - i. Have not had an opportunity to sit down to discuss finances with K. Pollard
 - ii. Custodial cost to consider – over budget, and currently being contracted out.
 - iii. Currently waiting for applicants for part time custodian position posted in newsletter - need to discuss salary

- iv. St. Joe's the only school that hires their own janitorial staff. Other ICS schools contract out.
 - v. Salaries and benefits were not over budget - curious how absenteeism would impact that number (something to look at for the future)
 - vi. Parish funding structure is now different, possibly due to different mass attendance/ PAD system. Financials are fluctuating.
 - vii. Q: is budget affected by different school time/early school start? Plan is to give them some days off in June. EAs start at 8am (10 minutes early), but are off work 10 minutes earlier.
 - viii. Action: automatic link for school donation on website/newsletter/bulletin
 - ix. St. Joseph's in Chemainus has a program where Parish Members sponsor students who need tuition assistance
 - x. Canada Helps link on ICS website has St. Joseph's Victoria on the list. Something to highlight in a future school newsletter and parish bulletin?
 - xi. Run a "advertisement" on donation through Canada Helps to specific buildings or needs, etc. – Show people possible alternatives vs the parish envelope system
- iii) Buildings and Grounds – Allison Menzies
- i. A. Menzies and P. Card had a walk through of the school in December to assess school improvement areas/needs
 - ii. School is in good shape, particularly the new Wing. But there are **3 priorities:**
 - 1. Hot water tanks – one being replaced this week, 2 others set to expire in 2023. The quote is just over \$20K for the remaining water tanks.
 - 2. Over the gym roof – (where the children line up in the back of the school) is in need of repairs. Some leaking and rusting
 - 3. Snow Removal – request for a snow blower until the snow removal machine gets the attachment (discuss with Parish)
 - iii. Summer priorities
 - 1. Maintenance of the field – continue getting quotes for that
 - iv. Request from one of the EAs to see a fence for the field between St. Joes and Spectrum School. One quote was \$28K to redo the entire fence between the two properties.
 - v. Q: for the water tanks – will a quote be available this fiscal year or by September 2022. July is the beginning of the new fiscal year for school.
 - 1. Goal is to vote on quotes in April (February to look at quotes), and book them for the summer.
 - vi. The 3 priorities – get quotes and decide on the other two items .
 - vii. Currently maintenance is 180K this year
 - viii. Girls' bathroom in gym out of order (1 out of 10)
- iv) Acacia Project : Mr. Pollard presents a summary of expenses.
- v) Plans for the summer? How much do we want to spend? \$8000 available from PSG.
 - vi) Lead time to be discussed with Acacia in order to decide which projects the school is willing to do.
 - vii) Action: decision to be taken by April.
 - viii) Council feels that it's a lot of money to commit to and is unable to make a decision without knowing the project better.

- ix) Mr Pollard suggest an in person meeting for February with Acacia. Steve will be able to answer the Council's questions.
 - x) Two more meetings this year, before AGM in May. We can invite Paula from PSG and Treasurer. Joint meeting will be helpful to discuss financial goals for next year.
9. Marketing and Uniforms – Teresa Evangelou
- i) Teresa: nothing to report for Uniform. Marketing: ICS hired a new marketing company to refresh schools' website.
 - ii) Parish Liaison- Joachim Ge - None
 - iii) Secretary – Monique Les - None
 - iv) Chair – Erika Dalla Torre
 - i. One spot available for next year, position to be advertised on Newsletter

10. **New Business**

Next meeting is February 22.
Adjourned 7:44pm