

REGULAR BOARD MEETING AGENDA
Tuesday, April 2, 2019
7:00pm

A copy of the Public Board Meeting Agenda is available on the School District website at:

<http://www.comoxvalleyschools.ca>

Alternately, copies are available on request from Debbie.Page@sd71.bc.ca.

1. **Call to Order**

The Board of Education acknowledges that we are on the traditional territories of the K'omoks First Nation. We would like to thank them for the privilege of living on their land and the gift of working with their children.

2. **Adoption of Agenda**

Recommendation:

THAT the Board of Education adopt the April 2, 2019 Regular Public Board Meeting Agenda as presented.

3. **Board Meeting Minutes**

Pg. 5

Recommendation:

THAT the Board of Education adopt the Regular Board Meeting Minutes of February 26, 2019 as presented.

4. **Report on In-Camera Meeting –**

February 26, 2019

- Facilities and Property
- Personnel
- Governance

5. **Board Chair's Report – Verbal Report**

6. **Notice of Presentation – Tuesday, April 23, 2019**

Topic: Vaping

Dr. Charmaine Enns, Medical Health Officer (NI) will be joined by
Mr. Scott Riddell, Tobacco & Vapour Prevention and Control Program

7. **Education Committee Meeting Report – March 12, 2019**

Pg. 12 Next Meeting:

DATE: Tuesday, April 9, 2019

TIME: 6:30 pm

LOCATION: Nala’atsi Alternate School (TBC)

Recommendation:

THAT the Board of Education receive this report as information.

8. **Strategic Direction**

A. Superintendent

Pg. 14 i. **District News**

ii. **Volunteer Recognition Banquet**

DATE: Wednesday, April 10, 2019

TIME: 5:30 pm to 7 pm

LOCATION: Florence Filberg Centre, Courtenay, BC

Pg. 15 iii. **Consideration of School Catchment Areas, Briefing Note**

Recommendation:

THAT the Board of Education receive this Briefing Note as information.

Recommendation:

THAT the Board of Education direct administration to develop a school catchment area consultation plan for Fall 2019 implementation for all schools that are over capacity.

Pg. 18 iv. **Master’s Degree Cohort – Summer 2019, Briefing Note**

Recommendation:

THAT the Board of Education receive this Briefing Note as information.

Pg. 19 v. **2019-2023 Strategic Plan, Briefing Note**

Recommendation:

THAT the Board of Education receive this Briefing Note as information.

B. Director of Operations

Pg. 20 i. **Denman Island School Child Care Facility, Briefing Note**

Recommendation:

THAT the Board of Education direct staff to complete an MCFD grant application for child care space at Denman Island School and enter into a lease agreement with the Denman Island Pre-School Society.

C. Human Resources

Pg. 21 i. **Retirements and Recognition**

Recommendation:

THAT the Board of Education receive this report as information.

9. **Board Committee Reports**

Pg. 22 **Facilities Committee Report – March 13, 2019**

Pg. 28 i. **2019-20 Annual Five Year Capital Plan Bylaw, Briefing Note**

Recommendation

THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2019/20-CPSD71-01 receive its first reading.

THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2019/20-CPSD71-01 receive its second reading.

THAT the Board unanimously agree to suspend the requirements of the School Act and Board's Procedural Bylaw 2017 to have the third reading of Capital Bylaw No. 2019/20-CPSD71-01 at a subsequent meeting.

THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2019/20-CPSD71-01 receive its third and final reading.

Recommendation:

THAT the Board of Education receive the Facilities Report as provided.

10. **Board Business / Correspondence**

1. **Civic Governance Conference Report**, Sheila McDonnell (Trustee, Baynes Sound, Hornby and Denman Islands); Sarah Jane Howe (Trustee, Village of Cumberland)

Board Information

- Pg. 34
2. Correspondence from Board of Education SD 71 (Comox Valley) to Minister of Education Rob Fleming and Letter of Response from Minister of Education Rob Fleming re: **Funding Model Panel Recommendations**

Board Information

Pg. 36

3. Correspondence from Reg Bawa, Assistant Deputy Minister, Ministry of Education, Resource Management Division re: **Local Education Agreement (LEA) Special Grant Funding**

Board Information

11. **Public Question Period**

12. **Adjournment**



REGULAR BOARD MEETING MINUTES
Tuesday, February 26, 2019
7:00pm

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1. Call to Order

Present: Trustees

Janice Caton, Board Chair
 Tonia Frawley, Vice Chair
 Ian Hargreaves
 Sheila McDonnell
 Kat Hawksby
 Michelle Waite
 Sarah Jane Howe

Staff

Dean Lindquist, Superintendent of Schools
 Tom Demeo, Assistant Superintendent
 Nicole Bittante, Secretary Treasurer
 Lynda-Marie Handfield, Director of Human Resources
 Candice Hilton, Director of Finance
 Geoff Manning, Director of Instructional Services K-12
 Ian Heselgrave, Director of Operations
 Esther Shatz, Director of Instruction (Student Services)
 Josh Porter, Director, Information Technology
 Mary Lee, Communications & Community Engagement Manager
 Debbie Page, Recording Secretary

Regrets Sarah Jane Howe

2. Adoption of Agenda

Recommendation:

THAT the Board of Education adopt the February 26, 2019 Regular Public Board Meeting Agenda as amended.

Addition Under Presentation: Comox Valley Cycling Coalition

CARRIED

3. Board Meeting Minutes

Recommendation:

THAT the Board of Education adopt the Regular Board Meeting Minutes of January 22, 2019 as presented.

CARRIED

4. Report on In-Camera Meeting –
 No January 22, 2019 In-Camera Meeting

5. **Board Chair's Report**

Board Chair Janice Caton highlighted on conferences attended and out of district trustee and ministry business meetings.

6. **Presentation / Delegation – Rick Howell and Angela Dawson, Members of the Education Committee, Comox Valley Cycling Coalition**

Highlights:

- Volunteers organize and run Bike Rodeos for the elementary schools in the Comox Valley.
- Bike rodeos introduce and allow children to practice safe cycling skills for travelling on the roads in our community.
- Over the past 10 years since the cycling coalition began, they have visited very school in the district and have provided safe cycling experiences to more than 3800 children.
- For more information on their program models, please visit their website: cyclecv.com or Facebook page.

7. **Education Committee Meeting Report – February 12, 2019 Education Meeting cancelled due to weather**

Next Meeting:

DATE: Tuesday, March 12, 2019

TIME: 6:30 pm

LOCATION: Glacier View Secondary Centre, 241 Beecher Place, Courtenay, BC

8. **Strategic Direction**

A. **Superintendent**

i. **District News**

- **Next Regular Public Board Meeting: Tuesday, April 2, 2019; 7 pm.**
(no March meeting due to Spring Break)
- School District 71 – Highland, Vanier and Isfeld together presents... *School of Rock*, March 5 – 9, 2019; Highland Secondary School.
- Highland Secondary School Grads Give Back – *19 for 19 Campaign*.
- *2018 Premier's Awards for Indigenous Youth Excellence in Sport* – Metis student Sierra Murphy, Mark R. Isfeld Secondary School.
- *Pro D Day Presentation*, Friday, February 15, 2019 – very well attended; the official school district song presented by the Song Keepers was unveiled.
- *2019 Horatio Alger Canadian Scholarship* – awarded to Jenna Leggett, Highland Secondary School
- February 19, 2019 – *Hornby Island Community School* welcomed staff and students into the brand new long-term temporary facility.

- Highland Secondary School Art Exhibit - *Terra Sanctorum*, will be in the School Board Office, Board Room (1 week only)
- *Navigate Robotics Team 7842* is among 40 teams that have qualified and will heading to Provincials.

ii. **Distance Learning Funding Review Recommendations Presentation, Jeff Taylor, Principal, Navigate/NIDES**

Principal Jeff Taylor gave a brief presentation on the Ministry of Education funding review recommendations and the impact on distance learning.

Ministry of Education Funding Review Recommendations, Dean Lindquist

Superintendent Dean Lindquist highlighted the Ministry of Education funding review recommendations and our response to the recommendations.

Deadline to submit our response to the Ministry of Education:
March 29, 2019

Recommendation:

THAT the Board of Education submit their response to the Ministry of Education and ask for a one-on-one meeting with ministry staff to discuss our submission.

CARRIED

iii. **District Data Reports, Geoff Manning, Director of Instructional Services K-12**

Director Geoff Manning gave a brief presentation for board information.

iv. **Mental Health Conference, Esther Shatz, Director of Instruction (Student Services)**

Esther Shatz gave a verbal report for board information.

B. **Secretary Treasurer**

i. **Draft Board of Education Annual Work Plan, Briefing Note**

Recommendation:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the final proposed Board Annual Work Plan as presented. **CARRIED**

ii. **Lake Trail Seismic Project, Briefing Note**

Deferred to a future board meeting.

C. **Human Resources**

i. **Retirements**

Sandra Collins, Education Assistant, Queneesh Elementary School will retire effective April 30, 2019 after 11 years of service with the district.

Sharon de Goede, Teacher, G.P. Vanier Secondary School will retire effective April 30, 2019 after 28 years of service with the district.

Tracy Ramshaw, Education Assistant, Lake Trail Middle School will retire effective June 30, 2019 after 15 years of service with the district.

Randy Grey, Teacher, Sandwick will retire effective June 30, 2019 after 23 years of service with the district.

Dale Hallier, Teacher, Highland Secondary School will retire effective June 30, 2019 after 33 years of service with the district.

ii. **Fun-Raiser Event**

- School district event, raising funds for the local Food Bank.
- Friday, March 8, 2019, Filberg Centre.
- XLR8 performing.

Recommendation:

THAT the Board of Education receive this report as information.

CARRIED

9. **Board Committee Reports**

Finance Committee Report –

Minutes of February 19, 2019 provided for Board information.

C.1 Audit Committee – Public Members

Recommendation:

THAT the Board of Education approve the advertisement presented to recruit two public members for the Audit Committee.

CARRIED

C.2 2018-19 Amended Annual Budget Bylaw

Recommendation:

THAT School District No. 71 (Comox Valley) Amended Annual Budget Bylaw for 2018-19 in the amount of \$105,771,243 receive its first reading.

CARRIED

THAT School District No. 71 (Comox Valley) Amended Annual Budget Bylaw for 2018-19 in the amount of \$105,771,243 receive its second reading.

CARRIED

THAT the Board unanimously agree to suspend the requirements of the School Act and Board's Procedural Bylaw 2017 to have the third reading of the Amended Annual Budget Bylaw at a subsequent meeting.

CARRIED

THAT School District No. 71 (Comox Valley) Amended Annual Budget Bylaw for 2018-19 in the amount of \$105,771,243 receive its third and final reading.

CARRIED

D.1 Classroom Enhancement Fund Letter from the Ministry of Education

Board Information

Recommendation:

THAT the Board of Education receive the Finance Committee report. **CARRIED**

Facilities Committee Report –

Minutes of February 13, 2019 provided for Board information.

C.1 Facilities Committee – Updated Terms of Reference, Briefing Note

Recommendation:

THAT the Board of Education refer the DRAFT Facilities Committee Terms of Reference as presented to the Policy Committee. **CARRIED**

C.2 Additional Classrooms Required for September 2019, Briefing Note

Recommendation:

THAT the Board of Education approve the use of approximately \$475,000 from surplus to purchase two modular buildings (Royston Elementary and Miracle Beach Elementary) and ensure that 5 additional classrooms are ready for September 2019. **CARRIED**

D.1 Capital Project Update, February 2019, Briefing Note

Board Information

Recommendation:

THAT the Board of Education receive the Facilities Committee report. **CARRIED**

Policy Committee Report –

Minutes of February 19, 2019 provided for Board information.

1. Board Policy – 3 – 4: Ordinarily Resident

Recommendation:

THAT the Board of Education approve Board Policy 3-4: Ordinarily Resident as presented. **CARRIED**

2. **Administrative Procedures:**

- 4006 – *Assignment and Selection of Vice Principals*
- 6020 – *Physical Restraint and Seclusion of Students*

Board Information

Recommendation:

THAT the Board of Education receive the Policy Committee report.

CARRIED

10. **Board Business / Correspondence**

- i. **Comox Valley Schools Education Enrichment Fund with the Comox Valley Community Foundation, Sheila McDonnell, Trustee, Baynes Sound, Hornby and Denman Islands**

Recommendation:

THAT the Board of Education request the Superintendent of Schools to continue discussion with the Comox Valley Community Foundation and report back to the Board with recommendations for the establishment of a Comox Valley Schools Fund under the Comox Valley Community Foundation umbrella.

CARRIED

AND,

THAT the Board of Education assign the establishment and ongoing development of the Comox Valley Schools Fund to be included in the mandate and oversight of the Community Engagement Committee.

CARRIED

- ii. **BC School Trustees Association (BCSTA) Provincial Council Report, February 7-9, 2019, Briefing Note, Ian Hargreaves, BCSTA Provincial Council Representative**

Board Information

- iii. Correspondence: **BC Music Educators' Association (BCMEA) and Coalition for Music Education in BC re: Proposed Funding Model Review and Recommendations**

Board Information

- iv. Correspondence: **from BC School Trustees Association (BCSTA) President Gordon Swan to Minister of Education Rob Fleming re: Input to Upcoming Changes to the Provincial Graduation Program**

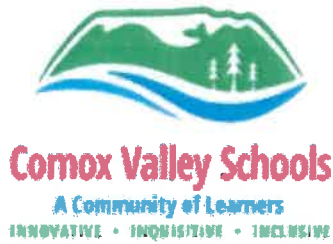
Board Information

- v. Correspondence: from BC School Trustees Association (BCSTA) President Gordon Swan to Minister of Education Rob Fleming re: **BCSTA Response to Funding Model Independent Panel Report**

Board Information

- 11. **Public Question Period**
- 12. **Adjournment – 9 pm**

DRAFT



Education Committee Meeting— Minutes

Date: Tuesday, March 12, 2019
 Location: Glacier View Learning Centre
 Address: 241 Beecher Place, Courtenay, BC V9N 3Y4
 Time: 6:30 pm

Members:

Committee Chair, Tonia Frawley, Town of Comox	x
Board Chair, Janice Caton, City of Courtenay	✓
Trustee, Ian Hargreaves, Puntledge/Black Creek	✓
Trustee, Sheila McDonnell, Baynes Sound (Denman/Hornby Islands)	✓
Trustee, Kathleen (Kat) Hawksby, City of Courtenay	✓
Trustee, Sarah Jane Howe, Village of Cumberland	✓
Trustee, Michelle Waite, Lazo North	✓
Superintendent of Schools, Dean Lindquist	x
Assistant Superintendent, Tom Demeo	✓
Director of Instructional Services (K-12) Geoff Manning	✓
Director of Instruction (Student Services) Esther Shatz	✓

Minutes:

Called to Order – 6:27 pm Janice Caton, Trustee

Acknowledgements/Introductions

The Board of Education acknowledges that we are on the traditional territories of the K’omoks First Nation. We would like to thank them for the privilege of living on their land and the gift of working with their children.

1. School Presentation – Glacier View Secondary Centre Murray McRae, Principal

- An overview of all programs, events and accomplishments were shared and explained
- A school tour was enjoyed by all
- Invitation to the 2019 Graduation Ceremony – Thursday, June 20th, 2019 at 1 pm

2. Learning Resources Centre Ms. Joan Pierce, District Lead Teacher

- PowerPoint presentation was shared allowing members to see the services and resources of the districts Learning Resource Centre. Some of the services and resources includes but is not limited to:
 - District Curriculum Support Teachers
 - 400 Elementary Science Kits
 - District Elementary Teacher Librarian
 - Professional Library
 - District Fine Arts Lead Teacher
 - Laminator & Die Cut Machine
 - 3,100 Multimedia Kits
 - District Audio Visual Equipment
 - 900 Novel Sets
 - District Print Shop
 - 1,400 DVDs
 - District Mail Delivery
 - 275 Big Book Sets

3. Physical Literacy

Jina Taylor, Teacher & Amanda Lange, Teacher

- Physical activity in girls ages 11-14 is declining. In an effort to encourage girls of this age to try and enjoy new activities a one-day event was created by Jina and Amanda
- “be you, Be Active” has become a district and community wide event, which includes 500 girls from grades 6-9
- But what about the boys? 2019 will be the first year to have a boy’s day, which will be held at Lake Trail Middle School
- Both events will be held on Thursday, May 30, 2019
- Volunteers and donations are welcome and needed

Next Education Committee Meeting:

DATE: Tuesday, April 9, 2019

TIME: 6:30 pm

LOCATION: TBD



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

Comox Valley Schools
Board of Education of School District No. 71

BRIEFING NOTE

TO: Board of Education

DATE: April 2, 2019

RE: *District News*

There are many, many things to celebrate daily in our schools. We encourage anyone with news to send items to debra.page@sd71.bc.ca so that monthly we can honour all that our schools do to support the community and world.

Upcoming Public Board Meeting Presentation –

TOPIC: VAPING

Dr. Charmaine Enns, Medical Health Officer (NI) will be joined by Mr. Scott Riddell, Tobacco & Vapour Prevention and Control Program

DATE: Tuesday, April 23, 2019

TIME: 7 pm

LOCATION: School Board Office, Board Room

Outdoor Education and Adventure Experience on Hornby Island

Tribune Bay Outdoor Education Centre in partnership with Ocean Wise and Navigate NIDES will be offering a Leadership Camp (educational retreat) for young women ages 15 to 18, taking place from July 14-19, 2019. The camp is open to a maximum of 40 participants. For more information and to register, visit Tribune Bay Outdoor Education:

<https://www.tribunebayoutdoored.ca/index.php/leadership-academies/>

World Robotic Tournament

Two Comox Valley Schools robotics teams competed at the VEX Robotics Provincials on March 2 and have earned a spot at the World Tournament in Louisville, Kentucky, April 24-27, 2019. This is the third consecutive year that a team from NIDES will be competing at the World Tournament. NIDES students are preparing for their journey with fundraising efforts including bottle drives and seeking community support. To find out how you can support VEX Robotics tournament participation for our students, contact Stewart Savard by email: savard@sd71.bc.ca.

TO: Board of Education
FROM: Dean Lindquist, Superintendent of Schools
RE: Consideration of School Catchment Areas

DATE: April 2, 2019

Background

As the Board is aware, Comox Valley Schools is facing enrollment pressures at some schools as a result of the 2017 Supreme Court Ruling as well as due to increasing enrollment patterns. This has resulted in a number of schools being at or above capacity in terms of enrollment. However, we also have a few schools that have space available, these include: Denman Island Community School, Airport Elementary School, Queneesh Elementary School, Lake Trail Middle School and Highland Secondary School.

To address the over-capacity issue, the Board has two options:

1. Add modulars to the effected school at Board cost; or
2. Change school catchment areas to make use of underutilized facilities.

There are a number of issues facing the district when enrollment gets well above or below capacity. When a district is above capacity, adequate room to provide programming may become problematic. In addition, these buildings are originally built for a particular capacity, and as such space for program areas such as number of classrooms, library space, size of gymnasium, storage and office space is developed accordingly. Similarly, washroom space, number of drinking fountains, and general wear on the building are designed for the building capacity. When this capacity is exceeded over a period of time, it places additional pressures on the facility and the ability of school staff to provide adequate programs to meet the diverse learning needs of students.

One example where we have a capacity mis-alignment is the secondary enrollment in SD71. We have one secondary school that is well above capacity, one that is near capacity and one that is below capacity. When a secondary school is above or below capacity it results in potential issues. For example, when overcapacity, it requires additional modulars to be added to the school, and timetabling becomes more challenging as specific programs (e.g. science and physical education) requires special program areas that may be over subscribed. When a school is under capacity, the opposite issue arises, as there may not be sufficient enough students to offer a broad range of programs for the students attending the school. As an example, when staffing is reduced at a secondary school to meet staff/student ratio, it is important to keep in mind that the loss of even one teaching position from the school will result in seven less teaching blocks offered in the school. In addition, this may translate into a loss of a program due to the specialized skill sets that individual teachers bring to the school. To further this example, district office staff in consultation with the principal add staff above what is calculated into the staffing matrix to support instruction and programming. Although this is not

sustainable over time, it is necessary to support student learning. The only real solution is to adjust student catchment areas to ensure all schools remain strong and vibrant secondary schools that offer a broad range of programs for its students.

Secondary School	Operational Capacity	Current Enrollment
G. P. Vanier Secondary	1125	909
Highland Secondary	800	550
Mark R. Isfeld Secondary	850	913

Table 1

There are means to address situations such as the one noted above and those other capacity issues that exist elsewhere in the district. As the district has other space available, one solution for the Board is to consider shifting catchment areas to address over and under capacity issues in schools. This will also reduce the Board responsibility to place additional modulars at over capacity schools and will save significant funding that may be used elsewhere in the district.

A second interim solution is for the Board to declare a school as being at capacity and not accepting any cross-boundary applications for that school(s). We may be at that point for Mark R. Isfeld Secondary School.

To determine the viability of shifting school catchment areas as a potential solution, the Board has up to date information as a result of the Facilities Department work to support the development of the Long Range Facilities Plan 2018-27 Report. This report provides current and projected enrollment information. Although this data has shifted somewhat due to our sustained growth over the past three years, the information remains relevant. In addition, the Board has up to date 1701 enrollment data for the last number of years that can be used to inform decisions. In addition, Baragar data also provides projected enrollment data for the next ten years.

For new trustees, it is recommended that they review the Long Range Facilities Plan. The Long Range Facilities Plan 2018-27 contains the goals principles and objectives that support the Board’s decision-making process for planning for, maintaining and utilization of its facilities.

The question perhaps is why this is coming to the Board currently. One reason is that we likely have sufficient room in most of our schools until the 2020/21 school year with a few exceptions, but the capacity issue must be addressed in the near future for any decisions to be implemented by that time. The one exception that may require an interim solution this calendar year is the secondary school capacity issue. The second reason is that the LRFP Principle (p. 5) identifies “The 2018-2027 LRFP must take into account changes in school enrolment, future growth or decline in school-age population, building condition, and district philosophy on grade structure organization.”

An example of when this Board reviewed catchment areas was in February 2018 when the Board addressed the West Courtenay capacity issue at some of its elementary schools. This process included a study of the enrollment patterns, grade level configurations of the schools and public consultation prior to making a decision.

This Briefing Note is the precursor for providing the Board with information to begin planning for changes to the school catchment areas to address capacity issues.

Implications

The last comprehensive school catchment area changes were implemented in July 2008 when schools were reconfigured to a K-7 and 8-12 configuration (with two exceptions). As such significant changes do not occur often, but when they do, they can have an impact on students, parents and schools.

All students that meet the requirements of Policy 3-4, Ordinarily Resident have access to education in SD71. Our goal is to provide as many students with the opportunity to attend their neighborhood school yet still provide for school choice. When we make changes to our catchment areas, it may result in changes to what school a child will attend or may impact their choice of schools. This impact is felt by the child and the family.

For information purposes, the current *School Act* states that a person may register in any school unless the Board determines that space is not available. At this point, students residing in the catchment area only would be eligible to attend that school.

Given that changing school catchment areas will affect students and families who may reside in the existing catchment area, a consultation process should be developed for October and November 2019 with a final decision on catchment areas being brought to the Board no later than the December Board meeting to ensure adequate time is available to implement any changes to the school catchment areas.

Furthermore, administration will continue to review the secondary school catchment areas to determine if an interim solution is required for the next school year. If it is determined that an interim solution is required, a recommendation will be brought to the April 2019 Board Meeting.

Recommendation

THAT the Board receive this Briefing Note as information.

THAT the Board of Education direct administration to develop a school catchment area consultation plan for Fall 2019 implementation for all schools that are over capacity.



Comox Valley Schools

Office of the Superintendent of Schools

BRIEFING NOTE

TO: Board of Education
FROM: Dean Lindquist, Superintendent of Schools
RE: Master's Degree Cohort

DATE: April 2, 2019

Background

It is important that as a school district we build the internal capacity of our school district. One way is through implementing and supporting effective professional learning and development. Over the past two years, a cohort of SD71 teachers participated in a Vancouver Island University Master's Degree program. This program is near conclusion and has been very successful. It is important to note that the teachers in the program completed projects or thesis' that connected back into our school district and will contribute to our district's long-term success.

Beginning this summer, we will be starting a new Master's Degree cohort. Although this cohort will likely be smaller in number, we know that this program will have a similar effect on our district. The program will be offered by the University of Calgary but will be delivered in the Comox Valley. During the summer, a school library will be provided for courses and during the fall and winter term, the SBO Board Room will be used for the weekend courses.

Implications

None

Recommendation

THAT the Board receive this Briefing Note as information.

TO: Board of Education
FROM: Dean Lindquist, Superintendent of Schools
RE: **2019-2023 Strategic Plan**

DATE: April 2, 2019

Background

The Board's SD71 2015-18 Strategic Plan concluded in December. The Board is in the process of developing a new 2019-23 Strategic Plan. To date the Board has met and reviewed the 2015-18 plan and had conversations about the vision, mission, values and beliefs and the priorities from the last plan. It is now time to hold a consultation with the staff and public.

The two staff consultations are:

- Monday, April 8 from 1:00 pm to 4:00 pm, School Board Office – Registration required and is limited to 25 registrants.
- Thursday, May 9, 4:00 – 6:30 pm, School Board Office – Registration required and is limited to 25 registrants.

The two public consultation dates are:

- Tuesday, April 23, 1:30 – 4:30 pm – School Board Office – Registration required and is limited to 25 registrants.
- Monday, April 29. 6:00 pm – 8:30 pm – School Board Office – Registration required and is limited to 25 registrants.

The process for employee group consultation enrolment will be through their organizations (e.g. CUPE, CDTA, PVPA, ESSPA).

The public consultations will be advertised on the school district web page, using social media and sending an invitation to the school PACs and to DPAC. Registration will be done on a first come, first served basis by emailing Debra.Page@sd71.bc.ca.

Implications

If there is sufficient interest, a third larger consultation may be held for staff and public consultations.

Recommendation

THAT the Board receive this Briefing Note as information.

TO: Board of Education **DATE:** March 7th, 2019
FROM: Ian Heselgrave, Director of Operations
RE: Denman Island School Child Care Facility – March 2019

Purpose

To update the Board of Education on a proposed Ministry of Children and Families (MCFD) child care grant application to build a child care facility at Denman Island School.

Background

School District No. 71 was approached by the Denman Island Pre-School Society regarding the potential construction of a pre-school facility on the Denman Island school site. At present there is no child care facility on the Denman school site and there are limited community options.

Discussion

Currently, there is an excellent opportunity to request grant money from the Ministry of Children and Families to construct child care facilities. The Childcare BC New Spaces Fund is helping to fund the creation of 22,000 new child care spaces in BC over the next three years. Priority will be given to projects undertaken by public-sector organizations and vulnerable and underserved communities. The School District can apply for \$1 million to build a facility it directly operates or operates in partnership with a non-profit organization.

The Denman Island Pre-School Society is a prime and willing partner. The mandate of the society is to operate the Denman Island Pre-School and to encourage and promote the formation of high quality learning environments, situations and facilities on Denman Island.

Recommendation

It is recommended that the Board of Education direct staff to complete an MCFD grant application for child care space at Denman Island school and enter into a lease agreement with the Denman Island Pre-School Society.

Respectfully submitted,

Ian Heselgrave

Ian Heselgrave
Director of Operations

BRIEFING NOTE

TO: Board of Education

DATE: April 2, 2019

RE: Human Resources Administration
Retirements and Recognition

Retirements

Tim McCarthy, Manager, Custodial and Delivery Services, Maintenance will retire effective September 30, 2019 after 22 years of service with the district.

Deborah Clarke, Sr. Administrative Assistant, G.P. Vanier Secondary School will retire effective July 31, 2019 after 29 years of service with the district.

Kim Finlayson, Education Assistant, Mark R. Isfeld Secondary School will retire effective July 31, 2019 after 17 years of service with the district.

Teresa Dzuba, Accounts Clerk, G.P. Vanier Secondary School will retire effective July 31, 2019 after 18 years of service with the district.

Cathy Guimond, Program Worker Life Skills, Student Services will retire effective June 30, 2019 after 28 years of service with the district.

Norma Kellinghusen, Education Assistant, Courtenay Elementary School will retire effective June 30, 2019 after 14 years of service with the district.

Isabelle Durand, Teacher, Ecole Robb Road Elementary School will retire effective June 30, 2019 after 6 years of service with the district.

Suzanne Camp, Cultural Indigenous Support Worker, Indigenous Education Department will retire effective June 30, 2019 after 20 years of service with the district.

Recognition

Shelley Croonen, Teacher, Royston Elementary School resigned effective February 24, 2019 after 22 years of service with the district.

Jared Cloutier, Teacher, G.P. Vanier Secondary School/Mark R. Isfeld Secondary School will resign effective June 30, 2019 after 5 years of service with the district.

FACILITIES COMMITTEE
BOARD REPORT

Date: Wednesday, March 13, 2019
Time: 3:00 – 5:00pm
Venue: School Board Office

Committee Members:

Ian Hargreaves: Chairperson
Michelle Waite: Trustee
Sarah Jane Howe: Trustee
Nicole Bittante, Secretary-Treasurer
Ian Heselgrave, Director of Operations
Tom Demeo, Assistant Superintendent

Recording Secretary: Marlene Leach

A. WELCOME

The Chair welcomed the Committee members.

B. ITEMS DISCUSSED

1. Overview of SD71 Long Term Facilities Plan

Director of Operations, Ian Heselgrave, presented an overview the district's Long Range Facilities Plan. The plan will need to be updated with current information,

2. Review of 15-year enrolment projections

Baragar enrolment projections were provided for information.

C. ITEMS FOR RECOMMENDATION

1. Briefing Note - 2019-20 Annual Five-Year Capital Plan Bylaw

The Facilities Committee recommends:

THAT that:

1. The Capital Bylaw No. 2019/20-CP-SD71-01 be given three readings; and
2. The Capital Bylaw No. 2019/20-CP-SD71-01 be passed and adopted on the 2nd day of April, 2019.

D. ITEMS FOR INFORMATION

1. Capital Project Update

Director of Operations, Ian Heselgrave, gave a brief update on current capital projects:

- 4 boiler replacement projects out for tender (Highland, Cumberland, Puntledge and Isfeld)
- Flooring replacement at Isfeld is out to tender
- Lake Trail Seismic Project – waiting to hear from Ministry re: additional funding
- Hornby Island School replacement PDR is with the Ministry for review

E. FUTURE MEETINGS/AGENDA ITEMS

1. Next Meeting – May 6, 2019 – 3:00pm
 - a. 2019-20 Annual Facilities Grant spending plan

F. ADJOURNMENT

The meeting was adjourned at 5:00pm.

Capacities and Projected Enrollments

	Official Capacity	Actual		Projected Enrollment														
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
K-12																		
Airport Elementary																		
Kindergarten	80	19	14	18	20	20	25	20	20	20	17	18	17	18	17	18	17	17
Grades 1-7:	300	120	121	124	124	132	130	130	132	135	138	137	134	133	127	126	124	124
Total	380	139	135	142	144	152	155	150	152	153	157	154	152	150	145	143	142	141
Arden Elementary																		
Kindergarten	40	54	39	51	45	46	44	44	45	43	43	42	42	42	42	42	42	42
Grades 1-5:	275	263	259	251	254	261	257	251	260	258	258	256	254	252	250	249	248	248
Total	315	317	298	302	299	307	301	295	305	301	301	298	296	294	292	291	290	290
Aspen Park Elementary																		
Kindergarten	80	36	30	34	33	37	34	35	35	34	34	34	34	34	34	34	34	34
Grades 1-7:	280	306	308	314	312	304	298	310	295	293	294	293	292	289	289	287	286	286
Total	360	342	338	348	345	341	332	345	330	327	328	327	326	323	323	321	320	320
Brooklyn Elementary																		
Kindergarten	80	25	30	29	29	33	31	32	33	31	32	31	32	31	31	30	31	30
Grades 1-7:	260	307	328	327	319	311	307	304	301	302	304	308	310	308	308	306	304	305
Total	340	332	358	356	348	344	338	336	334	333	336	339	342	339	339	336	335	335
Courtenay Elementary																		
Kindergarten	40	30	36	27	31	31	33	31	30	30	30	29	29	29	29	29	29	29
Grades 1-5:	325	140	144	148	142	140	142	146	143	147	145	144	142	140	139	139	139	139
Total	365	170	180	175	173	171	175	177	173	177	175	173	171	169	168	168	168	168
Cumberland Community School																		
Kindergarten	40	41	44	54	52	53	49	51	50	49	49	48	48	48	48	48	48	48
Grades 1-9:	525	437	455	479	493	512	552	572	589	592	595	596	605	603	602	593	591	586
Total	565	478	499	533	545	565	601	623	639	641	644	644	653	651	650	641	639	634

Capacities and Projected Enrolments

Official Capacity	Actual		Projected Enrollment														
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Denman Island Community School																	
Kindergarten	40	6	7	5	4	6	5	5	5	5	5	5	5	5	5	5	5
Grades 1-7:	75	39	37	40	41	40	39	41	36	35	33	33	34	33	33	33	33
Total	115	45	44	45	45	46	44	46	41	40	38	38	39	38	38	38	38
Ecole Puntledge Park Elementary																	
Kindergarten	60	64	62	67	65	63	63	61	59	59	59	58	58	58	57	57	57
Grades 1-7:	500	415	425	416	422	423	431	431	431	422	419	417	414	408	405	402	400
Total	560	479	487	483	487	486	494	492	490	481	478	475	472	466	462	459	457
Ecole Robb Road Elementary																	
Kindergarten	80	59	60	62	64	65	63	62	59	59	58	58	58	58	58	58	58
Grades 1-7:	445	413	415	410	403	418	422	417	423	423	422	419	412	406	401	397	396
Total	525	469	472	472	467	483	485	479	482	482	480	477	470	464	459	455	454
Georges P. Vanier Secondary																	
Grades 8-12:	1,125	1,066	1,099	1,098	1,134	1,119	1,142	1,186	1,235	1,268	1,306	1,300	1,303	1,290	1,299	1,301	1,298
Total	1,125	1,043	1,099	1,098	1,134	1,119	1,142	1,186	1,235	1,268	1,306	1,300	1,303	1,290	1,299	1,301	1,298
Highland Secondary																	
Grades 8-12:	800	636	620	621	625	654	664	679	664	652	636	636	628	635	639	642	641
Total	800	636	620	621	625	654	664	679	664	652	636	636	628	635	639	642	641
Hornby Island Community School																	
Kindergarten	40	8	5	7	12	7	8	8	8	8	8	8	8	8	8	8	8
Grades 1-7:	125	36	38	37	39	46	50	49	51	51	54	55	51	52	52	52	52
Total	165	42	43	44	51	53	58	57	59	59	62	63	59	60	60	60	60
Huband Park Elementary																	
Kindergarten	40	57	42	47	45	49	46	47	44	44	43	43	42	43	42	43	42
Grades 1-7:	300	324	351	355	367	382	380	373	364	364	360	355	351	345	343	340	338
Total	340	381	378	399	402	412	426	420	408	408	403	398	393	388	385	383	380

Capacities and Projected Enrolments

	Official Capacity	Actual		Projected Enrolment														
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Lake Trail Middle																		
Grades 6-9:	600	320	327	348	367	370	370	366	361	365	365	373	373	370	366	363	361	357
Total	600	320	327	348	367	370	370	366	361	365	365	373	373	370	366	363	361	357
Mark R. Isfeld Secondary																		
Grades 8-12:	850	997	1,004	992	1,043	1,069	1,059	1,061	1,081	1,075	1,063	1,064	1,072	1,066	1,064	1,077	1,080	1,076
Total	850	997	1,004	992	1,043	1,069	1,059	1,061	1,081	1,075	1,063	1,064	1,072	1,066	1,064	1,077	1,080	1,076
Miracle Beach Elementary																		
Kindergarten	40	32	34	31	25	34	20	26	26	26	26	26	26	26	26	26	26	26
Grades 1-7:	225	202	209	229	235	224	236	226	225	222	212	207	207	200	204	204	204	203
Total	265	234	243	260	260	258	256	252	251	248	238	233	233	226	230	230	230	229
Queeneesh Elementary																		
Kindergarten	80	63	56	60	64	57	66	62	63	60	61	60	60	59	60	59	59	58
Grades 1-7:	520	377	358	362	372	381	388	390	398	401	402	402	401	404	398	397	395	394
Total	600	440	414	422	436	438	454	452	461	461	463	462	461	463	458	456	454	452
Royston Elementary																		
Kindergarten	20	41	42	36	39	54	44	47	46	45	44	43	43	43	43	42	42	42
Grades 1-6:	200	182	203	225	240	248	262	275	278	279	285	288	280	278	274	270	267	266
Total	220	223	245	261	279	302	306	322	324	324	329	331	323	321	317	312	309	308
Valley View Elementary																		
Kindergarten	80	39	33	35	35	38	34	39	38	37	36	35	35	35	35	35	35	35
Grades 1-7:	350	313	333	322	317	308	307	307	302	295	300	301	303	299	300	295	292	290
Total	430	352	366	357	352	346	341	346	340	332	336	336	338	334	335	330	327	325
K-12 Total																		
Kindergarten:	840	564	537	557	561	593	570	572	569	548	549	538	539	535	538	532	535	531
Grades Excluding K:	8,080	6,861	6,973	7,094	7,195	7,288	7,390	7,466	7,541	7,568	7,576	7,599	7,588	7,535	7,490	7,478	7,458	7,432
Total:	8,920	7,425	7,510	7,651	7,756	7,881	7,960	8,038	8,110	8,116	8,125	8,137	8,127	8,070	8,028	8,010	7,993	7,963

Capacities and Projected Enrolments

	Official Capacity	Actual		Projected Enrolment														
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Alternate																		
Glacier View Secondary Centre																		
Grades 7-12:	100	108	146	166	156	150	149	151	153	153	153	153	153	153	153	153	153	153
Total	100	108	146	166	156	150	149	151	153	153	153	153	153	153	153	153	153	153
Nala'atsi Alternate School																		
Grades 9-12:	22	16	15	17	15	14	15	15	15	15	15	15	15	15	15	15	15	15
Total	22	16	15	17	15	14	15	15	15	15	15	15	15	15	15	15	15	15
Navigate Academy																		
Kindergarten	N/A	8	15	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
Grades 1-8:	120	119	116	119	116	122	118	120	114	119	121	118	118	118	118	118	118	118
Total	120	127	131	131	128	134	130	132	126	131	133	130	130	130	130	130	130	130
Alternate Total																		
Kindergarten:	N/A	8	15	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
Grades Excluding K:	242	243	277	302	287	286	282	286	282	287	289	286	286	286	286	286	286	286
Total:	242	251	292	314	299	298	294	298	294	299	301	298	298	298	298	298	298	298
District Total																		
Total All Schools																		
Kindergarten:	840	572	552	569	573	605	582	584	581	560	561	550	551	547	544	547	547	543
Grades Excluding K:	8,322	7,104	7,250	7,396	7,482	7,574	7,672	7,752	7,823	7,855	7,865	7,885	7,874	7,821	7,776	7,764	7,744	7,718
Total:	9,162	7,676	7,802	7,965	8,055	8,179	8,254	8,336	8,404	8,415	8,426	8,435	8,425	8,368	8,326	8,308	8,291	8,261

BRIEFING NOTE

TO: Facilities Committee **DATE:** March 13, 2019
FROM: Nicole Bittante, Secretary-Treasurer
RE: 2019-20 Annual Five Year Capital Plan

Purpose

This briefing note is to request approval of the 2019-20 Capital Bylaw by the Board of Education of School District No. 71 (Comox Valley). Three readings are required.

Background

In June 2018, the Board of Education approved the 2019-20 Annual Five-Year Capital Plan and the District submitted it to the Ministry of Education.

On February 28, 2019, the Ministry of Education approved the following capital projects for the 2019-20 school year:

School Enhancement Program

Highland Secondary – Boiler Replacement
Mark R. Isfeld Secondary – Flooring Upgrades
Mark R. Isfeld Secondary – Boiler Replacement
Royston Elementary – HVAC and Fire Sprinkler System Upgrades (Phase 2)
Cumberland Community School – HVAC and Fire Sprinkler System Upgrades (Phase 1)

Playground Equipment Program

Airport Elementary – Universally Accessible Playground Equipment

In order to access the funding for the projects included in the 2019-20 Capital Plan, and in accordance with the Ministry of Education requirements regarding Capital Bylaws, the Board of Education must adopt a single Capital Bylaw (see attached).

Recommendation

It is recommended that:

1. The Capital Bylaw No. 2019/20-CP-SD71-01 be given three readings; and

2. The Capital Bylaw No. 2019/20-CP-SD71-01 be passed and adopted on the 2nd day of April, 2019.

Respectfully submitted,

Nicole Bittante

Nicole Bittante
Secretary-Treasurer

CAPITAL BYLAW NO. 2019/20-CPSD71-01
CAPITAL PLAN 2019/20

A BYLAW by the Board of Education of School District No. 71 (Comox Valley) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute Project Agreement(s) related to the expenditures contemplated by the Capital Plan;
- (b) Upon ministerial approval to proceed, commence the Project(s) and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the Project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2019/20 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated February 28, 2019, is hereby adopted.
- 2. This Bylaw may be cited as School District No. 71 (Comox Valley) Capital Bylaw No. 2019/20-CPSD71-01.

READ A FIRST TIME THE 2nd DAY OF APRIL, 2019;
READ A SECOND TIME THE 2nd DAY OF APRIL, 2019;
READ A THIRD TIME, PASSED AND ADOPTED THE 2nd DAY OF APRIL, 2019.

CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 71 (Comox Valley) Capital Bylaw No. 2019/20-CPSD71-01 adopted by the Board the 2nd day of April, 2019.

Secretary-Treasurer



February 28, 2019

Ref: 208254

To: Secretary-Treasurer and Superintendent
School District No. 71 (Comox Valley)

Capital Plan Bylaw No. 2019/20-CPSD71-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2019/20

This letter is in response to your School District's 2019/20 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2018, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Please note that all school districts are required to keep project approval information confidential until after the Province has issued News Releases to the public on March 6th. Additionally, school districts receiving approval and funding specifically from the Playground Equipment Program (PEP) are required to keep that project information confidential until further written notice from the Ministry of Education.

Below you will see the major capital projects supported to proceed with Project Definition Reports (PDRs) as well as minor capital projects from the Ministry's 2019/20 annual capital programs that are approved for funding and are able to proceed to procurement.

**Ministry of
Education**

Capital Management Branch

Resource Management
Division

Mailing Address:

PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:

5th Floor, 620 Superior St
Victoria BC V8V 1V2

MAJOR CAPITAL PROJECTS (SMP, EXP)

Note: A PDR should normally be expected to be finalized within two months following the draft PDR deadlines noted above. After a draft PDR is submitted to the Ministry, follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

All projects that the Ministry expects to be under PDR development, and have not already been received, are listed above – if a project is not listed, then the Ministry is not supporting the project and is not expecting a PDR.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Highland Secondary	CNCP - Boiler - Replace with 6 High Efficiency Condensing Boilers	\$158,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Airport Elementary	PEP - New - Universally Accessible Playground Equipment	\$105,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Mark R. Isfeld Secondary	SEP - Flooring Upgrades - Flooring Upgrades	\$203,500	Proceed to design, tender & construction. To be completed by March 31, 2020.
Mark R. Isfeld Secondary	SEP - Mechanical Upgrades - Boiler Upgrades (Phase 1)	\$540,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Royston Elementary	SEP - Mechanical Upgrades - HVAC & Fire Sprinkler System Upgrades (Phase 1)	\$465,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Cumberland Community School	SEP - Mechanical Upgrades - HVAC & Fire Sprinkler System Upgrades (Phase 1)	\$482,000	Proceed to design, tender & construction. To be completed by March 31, 2020.

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Routine Capital projects for the 2019/20 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2019/20 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Damien Crowell at Damien.Crowell@gov.bc.ca as soon as possible. At this time the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2019/20 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2020/21 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2019.

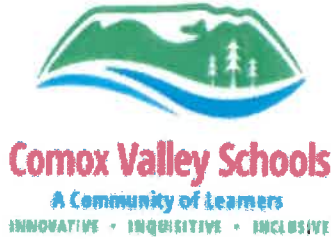
Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



Joel Palmer, Executive Director
Capital Management Branch

pc: Ryan Spillett, Director, Capital Projects Unit, Capital Management Branch
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch
Damien Crowell, Planning Officer, Capital Management Branch
Rachelle Ray, Regional Director, Capital Management Branch
Krassimir Kostov, Planning Officer, Capital Management Branch



School District No. 71 (Comox Valley)

607 Cumberland Road
Courtenay, B.C. V9N 7G5
Fax (250) 334 5552
Telephone (250) 334 5500

Board of Education

March 19, 2019

The Honourable Rob Fleming
Minister of Education
P.O. Box 9045, Stn Prov Govt
Victoria, BC V8V 9E2

Dear Minister Fleming,

RE: District Review of the Ministry's Funding Model Review Recommendations

On behalf of the Board of Education, Comox Valley Schools, attached is our district review and submission of the Ministry's Funding Model Review Recommendations.

At our regularly scheduled public meeting held February 26, 2019 the following recommendation was brought forward and passed by the Board:

THAT the Board of Education submit their response to the Ministry of Education and ask for a one-on-one meeting with ministry staff to discuss our submission.

Thank you for giving us an opportunity to provide our input in this review process and I look forward to meeting with ministry staff or discussing by phone, our rationale for the comments made to each recommendation.

Sincerely,

JCaton

Janice Caton, Board Chair
Comox Valley Schools

JC:dp

Copy: Board of Education, School District No. 71 (Comox Valley)
Dean Lindquist, Superintendent of Schools, School District No. 71 (Comox Valley)
Scott MacDonald, Deputy Minister of Education
BCSTA Member Boards of Education
Ronna-Rae Leonard, MLA – Courtenay-Comox Constituency
Scott Fraser, MLA – Mid Island-Pacific Rim



March 21, 2019

Ref: 209012

Janice Caton, Chair
Board of Education
School District No. 71 (Comox Valley)
Email: Janice.Caton@sd71.bc.ca

Dear Ms. Caton:

Thank you for your letter of March 19, 2019, with attached submission from the Board of Education in response to the Funding Model Panel Recommendations.

I appreciate the input you provided, and the detailed submission the Board produced. I have shared this report with Ministry staff for review and consideration.

The Ministry of Education will continue to engage with stakeholders, parents, teachers, school support staff, trustees and administrators to help identify a path forward to ensure education funding work better for all students.

Again, thank you for writing.

Sincerely,

Rob Fleming
Minister



Ref: 209041

March 28, 2019

Janice Caton, Board Chair
Dean Lindquist, Superintendent
Nicole Bittante, Secretary-Treasurer
School District No. 71 (Comox Valley)

I am pleased to inform you that School District No. 71 Comox Valley will receive a \$6,850.00 special grant to help support the development of Board of Education and school district staff capacity to work with your local First Nation(s) to negotiate or renew unique Local Education Agreements (LEAs).

LEAs are a key component of the [BC Tripartite Education Agreement \(BCTEA\)](#), an agreement with the overarching purpose to set out how the Province, Canada and the First Nations Education Steering Committee (FNESC) will work together to support successful educational outcomes for all First Nation students, regardless of where they live or go to school. Boards of Education and their relationship with local First Nations are key to implementing BCTEA. The BCTEA commitments regarding LEAs are outlined within Schedule H (attached). The special grant funding allocated to your school district is associated with clause 2.6 (a).

LEAs are established between a First Nation and Board of Education and outlines the goals and objectives for First Nations students living on reserves and attending BC public schools. LEAs originated as a tool for funding; however, they have evolved to support other priorities, such as joint planning processes, communications protocols, transportation, and reconciliation.

Since your school district does not currently have an LEA in place (or, has an expired LEA or, has an LEA in need of renewal), the Ministry of Education is providing funding to assist in negotiating and concluding a unique LEA with your local First Nation(s). In order to further support negotiations, you will find the LEA Guiding Principles within the BCTEA Schedule H at section 2.1. Data on outcomes for First Nation students in your school district can be found in the [How are We Doing Report](#).

The funds being provided are intended to support the following activities:

- Negotiation and related administrative supports;
- Capacity building supports for school district and Board staff (e.g. training); and
- Meeting and travel costs associated with LEA negotiations.

The Board of Education must:

- Report the grant on Schedule 2A of the Financial Statements, using a District Entered line that you will rename as: LEA Capacity Building Grant;
- Report the related expense on Schedule 2C of the Financial Statements, specifically Program 4.11 Educational Administration;
- Report back to the Ministry on the results achieved; and
- Recognize that the allocations are for one-time funding in 2018/19 and are not to create funding pressures or expectations that the Province will provide ongoing funding.

This funding enhances the Province's commitment to BCTEA, supports the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Truth and Reconciliation Commission's (TRC) Calls to Action and the Provincial Government's Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples. Similar funding is being provided to FNEC for their work in developing the capacity of First Nations to negotiate or renew LEAs.

The BCEM-ERAC Services Society has also been provided a grant to assist with establishing and administering a qualified suppliers list (QSL) for facilitation and negotiation consultants, mediators, etc. for Boards to utilize in support of negotiating LEAs. The intent of the QSL is to help with ensuring consistency in approaches and supports being provided on the ground and sound advice for Boards when entering into agreements with First Nations. Further details around the availability of this QSL will be communicated in April.

The Parties are also in the process of developing a provincial template LEA (BCTEA Schedule H, 2.4) that will serve as an available precedent and apply at the request of a First Nation when there is no LEA in place. Once this template is finalized, it will be shared provincially with all First Nations and Boards of Education.

Thank you for your commitment to improving Indigenous student outcomes.

Sincerely,



Reg Bawa
Assistant Deputy Minister

Attachments:

BCTEA Schedule H

cc:

Debbie Jeffrey, Executive Director, FNEC
Jennifer McCrea, Assistant Deputy Minister, Ministry of Education
Kim Horn, Executive Director, Ministry of Education
Cloe Nicholls, Executive Director, Ministry of Education

SCHEDULE H

LOCAL EDUCATION AGREEMENTS

WHEREAS

- A. The Parties are committed to taking actions aimed at improving First Nation Student outcomes and acknowledge that LEAs are one mechanism to increase accountability and to promote and achieve effective working relationships between First Nations and local boards of education, enabling them to work collaboratively to support First Nation Students.
- B. FNEESC has worked for years to develop an LEA toolkit, comprised of template agreements, letters and other tools, to assist First Nations to negotiate and implement effective LEAs.

THEREFORE the Parties agree as follows:

1.0 PURPOSE

- 1.1 The Parties will undertake the steps set out in this Schedule to fulfill their commitment under section 4.12 of the Agreement to develop and implement a strategy, and related policies, to support the negotiation and implementation of Local Education Agreements (LEAs) between First Nations and boards of education or BC Independent Schools, by June 2019.

2.0 ROLES AND RESPONSIBILITIES

- 2.1 By October 2018, the Parties will develop guiding principles to apply to the negotiation, interpretation and implementation of LEAs in British Columbia, and to inform legislative and policy review and changes to support LEAs, which will include, but not be limited to:
 - a) Recognition of the central role of First Nations in the education of their students;
 - b) Acknowledgement that LEAs are more than a mere financial transaction but, rather, a core shared accountability mechanism for both First Nations and boards of education regarding First Nations education in the BC Public Schools;
 - c) Acknowledgement that LEAs are an important mechanism to facilitate relationship-building, from negotiation through to ongoing implementation;
 - d) Acknowledgement of the importance of timely and relevant data to inform decision-making to support First Nation Students;

e) Recognition of standards in the *United Nations Declaration on the Rights of Indigenous Peoples*; and

f) Recognition of the Truth and Reconciliation Commission's Calls to Action;

(the "Guiding Principles").

2.2 The Parties will collaborate to identify:

a) new legislation, or revisions to legislation; and

b) new policies, and revisions to existing policies;

required to support the negotiation and implementation of LEAs between First Nations and boards of education, and work to develop or revise policies and propose such legislation, consistent with the Guiding Principles to be developed under section 2.1, by June 2019.

2.3 In fulfilling section 2.2, the Parties will endeavour to address and resolve any inconsistencies between federal and provincial policies in order to bring greater clarity to the Parties, and to First Nations and boards of education, in applying those policies (e.g. terminology, definitions).

2.4 Immediately following the execution of the Agreement, and no later than November 2018, British Columbia and FNEESC will develop a Provincial LEA that incorporates the Guiding Principles as substantive commitments, and which will:

a) serve as a precedent available to First Nations and boards of education; and

b) apply, at the request of a First Nation, where there is no existing LEA between a First Nation and a board of education.

2.5 Through the provision of funding for Second and Third Level Services, Canada invests in and supports First Nations to negotiate and implement LEAs.

2.6 To encourage and support boards of education to negotiate LEAs, British Columbia will:

a) invest and implement negotiation and administration support funding to build capacity of boards of education to negotiate and implement LEAs;

b) jointly convene, with FNEESC, an annual meeting with school districts to educate and share information about:

i. the UN Declaration, the TRC Calls to Action, *Tsilhqot'in*, and the *Draft 10 Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples*;

- ii. LEAs as a mechanism for building relationships, accountability for student outcomes, and contributing to reconciliation between school districts and First Nations; and
- iii. Other First Nation education topics, as appropriate and in support of furthering the purpose and objectives of the Agreement; and

c) explore, identify and implement other mechanisms to share information on LEAs with education stakeholders.

2.7 As a key part of the LEA strategy, the Parties will develop and implement a process to monitor the negotiation, conclusion and implementation of LEAs throughout the province, including identifying success stories, implementation challenges and any payment issues.