

REGULAR BOARD MEETING MINUTES
Tuesday, January 22, 2019
7:00pm

1. **Call to Order – 7 pm**

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

Tom Demeo, Assistant Superintendent
Nicole Bittante, Secretary Treasurer
Lynda-Marie Handfield, Director, Human Resources

2. **Appointment of Acting Secretary Treasurer for January 22, 2019 regular public board meeting.**

Recommendation:

THAT the Board of Education appoint Candice Hilton as acting secretary treasurer for the January 22, 2019 regular public board meeting. CARRIED

3. **Adoption of Agenda**

Recommendation:

THAT the Board of Education adopt the January 22, 2019 Regular Public Board Meeting Agenda as presented. CARRIED

4. **Board Meeting Minutes**

Recommendation:

THAT the Board of Education adopt the Regular Board Meeting Minutes of December 18, 2018 as presented. CARRIED

5. **Report on In-Camera Meeting –**
No December 18, 2018 In-Camera Meeting

6. **Board Chair's Report**

Highlights:

- Hornby Island Update
- Community Engagement
- Enrolment
- Modularity
- Indigenous Education

7. **Presentation or Delegation – G.P. Vanier Creative Collective or Breezeway Program**

Students work with art, metalwork, woodwork and electronics to complete fine art/applied skills projects.

G.P. Vanier Secondary School Principal, Julie Shields introduced the following teachers: Chris Armstrong, David Randall, Dawson Ross and Troy Dakinewich

Thank you to the following talented students who presented their beautifully crafted projects: Abi Ogilvie, Abigail Forth, Austin Barnes, Brynn Creek, Caitlin Sanderson, Evan Barker, Kenisha Anderson, Zakk Davidson

8. **Education Committee Meeting Report –**
January 8, 2019 Education Meeting cancelled due to weather

Next Meeting:

DATE: Tuesday, February 12, 2019

TIME: 6:30 pm

LOCATION: Glacier View Secondary Centre

A revised Education meeting schedule was provided for information.

9. **Strategic Direction**

A. **Superintendent**

i. **District News**

- *Robots Gather for STEM Competition, Saturday, January 19, 2019, Highland Secondary School*
- *Protocol – Temporary School(s) and / or District Closure*
- *Non-Instructional Day, Friday, February 15, 2019; Family Day, Monday, February 18, 2019*

ii. **Hornby Island – Update / Presentation**

Director of Operations, Ian Heselgrave presented on the progress being made at Hornby Island School. The aim is to have students in the new facility on Tuesday, February 19, 2019, following Family Day.

iii. **Kindergarten Registration**

Director of Instructional Services K-12, Geoff Manning gave a verbal update on the kindergarten registration process.

iv. Board Governance Model -
Implementation of the Role Clarification and Accountability Model in Comox Valley Schools, Briefing Note

Recommendation:

THAT the Board of Education, School District No. 71 (Comox Valley) enter into a contract with Leroy Sloan to implement the Role Clarification and Accountability model in the school district and complete the implementation prior to June 30, 2019. **CARRIED**

v. **Board Support for Comox Valley Regional District Application for a Physical Literacy Grant from PacificSport**, Briefing Note

Recommendation:

THAT the Board of Education, School District No. 71 (Comox Valley) support the grant application from Active Comox Valley, CVRD and the City of Courtenay and provide a letter of support signed by the Board Chair. **CARRIED**

B. **Assistant Superintendent**

i. **Board Authority Authorized (BAA) Courses**

- Active Lifestyles for Girls 10
- Conditioning for Sport and Physical Activity 10
- Canadian Culture 10
- Emergency Care 10
- Fitness and Healthy Lifestyles – 10 (Fitness 10)
- Hockey Skills, 10, 11 and 12
- Human Performance 10 (Sport)
- Introduction to Academic Language for ELL 10
- Introduction to Criminal Law Studies 10
- Jewelry – TBA
- Leadership 10
- Marine Biology 10
- Peer Mentorship 10 (Cross Disciplinary and Interdisciplinary Arts)
- Peer Tutoring 10, 11 and 12
- Rugby Foundations 10, 11 and 12
- Team Sports 10
- Yearbook 10, 11 and 12

Recommendation:

THAT the Board of Education, School District No. 71 (Comox Valley) approve the updated Board Authority Authorized courses as being presented in the new curriculum format. **CARRIED**

C. 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 this briefing note and proposed Board Annual Work Plan as information presented for feedback and revisions as necessary. **CARRIED**

ii. Draft Board Procedural Bylaw

Recommendation:

THAT the Draft Board Procedural Bylaw be referred to the Policy Committee. **CARRIED**

Recommendation:

~~***THAT the Board of Education of School District No. 71 (Comox Valley) receive this briefing note and the proposed updated Procedural Bylaw for feedback and revisions as necessary.***~~

D. Human Resources

Retirements

Stewart Savard, Teacher, Navigate/NIDES will retire effective January 31, 2019 after 20 years of service with the district.

Terry Murray, Teacher, Lake Trail Middle School will retire effective January 31, 2019 after 28 years of service with the district.

Linda Taylor, Education Assistant, Lake Trail Middle School will retire effective March 31, 2019 after 26 years of service with the district.

Barbara Forrest Pannell, Education Assistant, G.P. Vanier Secondary School will retire effective March 31, 2019 after 23 years of service with the district.

Lynda Robson, Education Assistant, Queneesh Elementary School will retire effective March 31, 2019 after 26 years of service with the district.

Recognition

Bobbie Bailer, Indigenous Support Worker, Indigenous Education, Glacier View Secondary Centre resigned effective December 21, 2018 after 5 years of service with the district.

Recommendation:

THAT the Board of Education receive this report as information. **CARRIED**

10. **Board Committee Reports**

i. **Finance Committee Report – January 14, 2019**

a) **Committee Terms of Reference**

Recommendation:

THAT the Board of Education approve the amended Committee Terms of Reference as presented. **CARRIED**

b) **Draft Committee Work Plan**

Recommendation:

THAT the Board of Education approve the Draft Committee Work Plan as presented. **CARRIED**

ii. **Budget Committee Report – January 16, 2019**

a) **2019-20 Budget Committee Terms of Reference**

Recommendation:

THAT the Board of Education approve the 2019-20 Budget Committee Terms of Reference as presented. **CARRIED**

b) **2019-20 Budget Guiding Principles**

Recommendation:

THAT the Board of Education approve the 2019-20 Budget Guiding Principles as presented. **CARRIED**

c) **2019-20 Budget Development Process and Timelines**

Recommendation:

THAT the Board of Education approve the 2019-20 Budget Development Process and Timelines as presented. **CARRIED**

11. **Board Business / Correspondence**

- iii. Correspondence from the Board of Education, School District No. 71 (Comox Valley) to Minister Rob Fleming, Minister of Education re: **Audit** (attached)

Board Information

- iv. Correspondence from the Board of Education, School District No. 71 (Comox Valley) to Comox Valley Early Years Collaborative Child Care Planning Committee - Letter of Support re: **Childcare Needs Study** (attached)

Board Information

12. **Public Question Period**

13. **Adjournment - 8:55 PM**