

REGULAR BOARD MEETING AGENDA
Tuesday, March 31, 2020
7:00pm

A copy of the Public Board Meeting Agenda is available on the School District website at:
<http://www.comoxvalleyschools.ca>

Alternatively, copies are available on request from Marlene.Leach@sd71.bc.ca.

Public Board Meetings are recorded and live streamed on the School District's YouTube channel.

1. Call to Order

The Board of Education acknowledges that we are on the traditional territories of the K'ómoks 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 March 31, 2020 Regular Public Board Meeting Agenda as presented.

3. Board Meeting Minutes

Pg.4

Recommendation:

THAT the Board of Education adopt the February 25, 2020 Regular Public Board Meeting Minutes as presented.

4. Old Business

None

5. Report on In-Camera Meetings:

A. Tuesday, March 03, 2020

B. Tuesday, March 19, 2020

- Land/Property
- Other

6. **Board Chair’s Report**

7. **Presentations / Delegations**

None

8. **Education Committee Meeting – Tuesday, March 10, 2020**

Pg.11

A. **Educational Excellence - Tonia Frawley, Committee Chair**

Recommendation:

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

Next Education Committee Meeting:

TOPIC: TBA
DATE: TBA
TIME: TBA
LOCATION: TBA

9. **Strategic Direction**

A. **Superintendent**

i. **COVID-19 Update**

B. **Assistant Superintendent**

None

C. **Secretary-Treasurer**

i. **2020-21 Capital Plan Response Letter**

Pg.13

D. **Human Resources**

i. **Retirements and Recognition**

Pg.16

Recommendation:

THAT the Board of Education receive the Retirements and Recognition report as information.

10. Board Standing Committee Reports

A. Budget Committee Board Report

No meeting in March

B. Finance Committee Board Report

No meeting in March

C. Facilities Committee Board Report

No meeting in March

D. Policy Committee Board Report

No meeting in March

11. Board Business

A. Trustee Report: Campagnolo Lecture with Senator Murray Sinclair Pg.17
Ian Hargreaves, Trustee (Area C – Puntledge/Black Creek)

B. Trustee Report: British Columbia School Trustees Association (BCSTA) Indigenous Education Committee (IEC) Meeting Pg.19
Ian Hargreaves, Trustee (Area C – Puntledge/Black Creek)

C. Trustee Report: British Columbia School Trustees Association (BCSTA) Leadership Development 2020 Pg.21
Ian Hargreaves, Trustee (Area C – Puntledge/Black Creek)

D. Trustee Report: Vancouver Island School Trustees Association (VISTA) Spring Conference Pg.22
Sarah Jane Howe, Trustee (Village of Cumberland)

E. Motion: Janice Caton, Trustee (City of Courtenay) Pg.23

Recommendation:

THAT the Board of Education explore the creation of a district student advisory committee.

12. Board Correspondence

- A. **Correspondence:** from **Comox District Teachers Association (CDTA)** to **School District No. 71** – Cumberland Community School Amendment Recommendation
Ian Hargreaves, Board Chair Pg.25
- B. **Correspondence:** from **Comox District Teachers Association (CDTA)** to **School District No. 71** – Cumberland Community School and SD71 Best Efforts
Ian Hargreaves, Board Chair Pg.27
- C. **Correspondence:** from **Invasive Species Council of BC** to **School District No. 71** – Aquatic Youth Ambassador
Ian Hargreaves, Board Chair Pg.28
- D. **Correspondence:** from **Royal Canadian Legion Branch 17** to **School District No. 71** – 75th Liberation of the Netherlands VE Day
Ian Hargreaves, Board Chair Pg.31
- E. **Correspondence:** from **Royal Canadian Legion Branch 17** to **School District No. 71** – Tulips Educational Project
Ian Hargreaves, Board Chair Pg.32

13. Public Question Period

14. Adjournment

REGULAR BOARD MEETING MINUTES
Tuesday, February 25, 2019
7:00pm

In Attendance:

Trustees

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

Staff

Tom Demeo, Superintendent of Schools
Nicole Bittante, Secretary-Treasurer
Geoff Manning, Assistant Superintendent
Candice Hilton, Director of Finance
Ian Heselgrave, Director of Operations
Esther Shatz, Director of Instruction (Student Services)
Allan Douglas, Director of Instructional Services K-12
Mary Lee, Communications Manager
Josh Porter, Director, Information Technology

Recording Secretary:

Marlene Leach, Senior Executive Assistant

1. Call to Order

Chair Ian Hargreaves called the meeting to order at 7:02pm and Trustee Kat Hawksby acknowledged that the meeting is being held on the traditional territories of the K'ómoks First Nation.

2. Adoption of Agenda

Recommendation:

THAT the Board of Education adopt February 25, 2020 Regular Public Board Meeting Agenda as presented.

CARRIED

3. Board Meeting Minutes

Recommendation:

THAT the Board of Education adopt the January 28, 2019 Regular Public Board Meeting Minutes as presented.

CARRIED

Recommendation:

THAT the Board of Education adopt the February 18, 2020 Committee of the Whole Meeting Minutes as presented.

CARRIED

4. Old Business

i. Boundary/Catchment Review - Recommendations

Recommendation:

THAT the Board of Education approve the Royston Elementary recommendations as outlined in the Boundary Consultation Final Report.

- Grade 6 students remain at Royston
- Add 1 modular for 2020 to address the enrolment projection of 289
- An additional modular will be needed in 2021 as the enrolment is projected to be 325
- All cross-boundary transfers to Royston will be closed
- Begin the capital expansion planning

Effective September 2020

CARRIED

Recommendation:

THAT the Board of Education approve the Cumberland Community School recommendations as outlined in the Boundary Consultation Final Report.

- Grade 9 students move to Vanier (59 students)
- Renovate a classroom in the Strathcona building and create space for 25 students
- Leave the annex for community school space
- All cross-boundary transfers to Cumberland will be closed
- A modular may be needed within 2-3 years to meet anticipated growth
- Begin the capital expansion plan

Effective September 2020

Amendment to Strike out Words

A motion was put forward to amend the original motion by striking out the line “Grade 9 students move to Vanier (59 students)”

CARRIED

Amended Motion

THAT the Board of Education approve the Cumberland Community School recommendations as outlined in the Boundary Consultation Final Report.

- ~~Grade 9 students move to Vanier (59 students)~~
- Renovate a classroom in the Strathcona building and create space for 25 students
- Leave the annex for community school space
- All cross-boundary transfers to Cumberland will be closed
- A modular may be needed within 2-3 years to meet anticipated growth

- Begin the capital expansion plan

Effective September 2020

CARRIED

Recommendation:

THAT the Board of Education approve the Miracle Beach Elementary recommendations as outlined in the Boundary Consultation Final Report.

- The elementary school will continue to be a feeder school for Vanier
- Repurpose the computer lab
- Renovate the classroom and capture an additional classroom space
- All cross-boundary transfers to Miracle Beach will be closed

Effective September 2020

CARRIED

Recommendation:

THAT the Board of Education approve the Huband Park Elementary recommendations as outlined in the Boundary Consultation Final Report.

- All new cross boundary transfers to Huband will be closed (including siblings)
- All current grade 6 and 7 students will be grandfathered at Huband and will be able to complete their elementary years at Huband before going to Vanier
- Effective Sept 2021 all other cross boundary transfers that are at Huband will be rescinded and those affected students will return to their catchment schools to finish their elementary years
- If families of cross boundary transfers at Huband choose to move in 2020 to their catchment schools these arrangements will be facilitated by the district
- No boundary/catchment area changes will be made
- Huband students continue to go to Vanier after grade 7

Effective September 2020

CARRIED

Trustees Janice Caton and Michelle Waite requested that their vote be recorded in the minutes as opposed to the motion.

Trustee Michelle Waite exited the meeting at 8:28pm.

Recommendation:

THAT the Board of Education close all cross-boundary transfers to G.P. Vanier Secondary and Mark R. Isfeld Secondary schools for the 2020-21 school year with an understanding that all exceptional cases will be reviewed.

CARRIED

5. Report on In-Camera Meetings:

- A. Tuesday February 18, 2020
- B. Tuesday, February 25, 2020

- Land/Property
- Personnel
- Other

6. Board Chair's Report

None

7. Presentations / Delegations

None

8. Education Committee Meeting – Tuesday, February 11, 2020

- A. **Mental Health** - Tonia Frawley, Committee Chair

Recommendation:

THAT the Board of Education receive this Education Committee report as information.

CARRIED

Next Education Committee Meeting:

TOPIC: Educational Excellence
DATE: March 10, 2020
TIME: 6:30pm
LOCATION: School Board Office

9. Strategic Direction

A. Superintendent

- i. **District News**
Board Information
- ii. **Summer School**
Verbal Report – Board Information

B. Assistant Superintendent

- i. **Youth Climate Action Conference**
Verbal Report – Board Information

C. Secretary-Treasurer

None

D. Human Resources

- i. **Retirements and Recognition**

Recommendation:

THAT the Board of Education receive this Retirements and Recognition report as information.

CARRIED

10. Board Standing Committee Reports

A. Budget Committee Board Report – Tuesday, February 11, 2020

Recommendation:

THAT the Board of Education receive the Budget Committee Board Report as provided.

CARRIED

B. Finance Committee Board Report – Tuesday, February 18, 2020

Recommendation:

THAT School District No. 71 (Comox Valley) Amended Annual Budget Bylaw for 2019-20 in the amount of \$108,585,860 receive its first reading.

CARRIED

THAT School District No. 71 (Comox Valley) Amended Annual Budget Bylaw for 2019-20 in the amount of \$108,585,860 receive its second reading.

CARRIED

THAT the Board unanimously agree to suspend the requirements of the School Act 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 2019-20 in the amount of \$108,585,860 receive its third and final reading.

CARRIED

Recommendation:

THAT the Board of Education receive the Finance Committee Board Report as provided.

CARRIED

C. Facilities Committee Board Report

No meeting in February

D. Policy Committee Board Report – Wednesday, February 12, 2020

Recommendation:

THAT the Board of Education receive the Policy Committee Board Report as provided.

CARRIED

11. Board Business

A. Trustee Report: British Columbia School Trustees Association (BCSTA) Provincial Council

Tonia Frawley, Trustee (Town of Comox)
Verbal Report - Board Information

B. Motion: Janice Caton, Trustee (City of Courtenay)

Recommendation:

THAT the Superintendent conduct a review of the Administrative Procedure for school field trips with a focus on the following: social, economic and environmental impacts that these trips may have.

CARRIED

C. Motion: Janice Caton, Trustee (City of Courtenay)

Recommendation:

THAT the Board of Education develop a process that would create the position of a student trustee to the Board of Education.

DEFEATED

D. Motion: Janice Caton, Trustee (City of Courtenay)

Recommendation:

THAT the Board of Education explore the creation of a district student advisory committee.

MOTION POSTPONED TO THE NEXT REGULAR BOARD MEETING

12. Board Correspondence

None

13. Public Question Period

14. Meeting Adjourned – 9:00pm

Certified Correct:

Nicole Bittante, CPA, CA
Secretary-Treasurer

Ian Hargreaves
Board Chair

EDUCATION COMMITTEE
BOARD REPORT

Date: Tuesday, March 10, 2020
Time: 6:30pm
Venue: School Board Office

Committee Members:

Tonia Frawley, Chairperson
Ian Hargreaves, Board Chair
Janice Caton, Trustee
Sarah-Jane Howe, Trustee
Michelle Waite, Trustee
Kat Hawksby, Trustee
Sheila McDonnell, Trustee
Tom Demeo, Superintendent
Geoff Manning, Assistant Superintendent

Guests:

Lance Lloyd, Teacher
Tim Horner, Teacher
Teresa Cameron, Teacher
Bobby Carter, Teacher
Kjeryn Haughton, Teacher
Jeff Taylor, Principal
Gerald Fussell, Principal
Gracie McDonald, Principal
Allan Douglas, Director of Instruction
Esther Shatz, Director of Student Services

Recording Secretary: Geoff Manning

A. WELCOME

The Chair welcomed the Committee members and called the meeting to order at 6:30pm.

B. ITEMS DISCUSSED

1. West Side Math Learning

Lance Lloyd talked about the Westside Learning Community related to mathematics. He emphasized the collaborative aspect of the projects which involved all of the feeder schools to Lake Trail. He was very thankful and appreciative for the Collaborative Inquiry funds the district provided to make this possible.

2. Mission to Mars

Tim Horner spoke about the project-based learning initiative at Lake Trail called "Mission to Mars". The project allowed students in grade 8 and 9 to collaboratively work together on a cross-curricular project that included reading, writing, science and math. It was a

great experience for the students and culminated in a showcase afternoon in the gymnasium.

3. Fluid Ability Groupings, Multi-grade Team Teaching, Formative Assessment and Research-based strategies for success in intermediate math

Huband teachers Teresa Cameron, Bobby Carter and Kjeryn Haughton spoke about their mathematics groupings at Huband Elementary School. Students move fluidly between grade groupings and work on math in small groups interchangeably with different teachers. They feel this has greatly increased their students' interest and enthusiasm in math as well as their understanding.

4. Heartwood Learning Community

Jeff Taylor spoke about the Heartwood Learning Community at Navigate. The program has traditionally been a K-9 program and he spoke of the desire to increase this program to include grade 10 next year. The program consists of learning communities across Vancouver Island and the province. This program fills a learning niche for students who want to learn in their own region, but not in a traditional brick and mortar school.

5. Secondary School Wrap Up

Geoff Manning gave a secondary summary to trustees. The summary included what each secondary school has done around the area of Educational Excellence this school year.

C. FUTURE MEETINGS/AGENDA ITEMS

TOPIC: Organizational Sustainability
DATE: April 14, 2020
TIME: 6:30pm
LOCATION: School Board Office

D. ADJOURNMENT

The meeting was adjourned at 8:10pm.



March 5, 2020

Ref: 218161

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

Capital Plan Bylaw No. 2020/21-CPSD71-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2020/21

This letter is in response to your School District's 2020/21 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2019, 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)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Below you will see the major capital projects supported to proceed with Concept Plans* as well as minor capital projects from the Ministry's 2020/21 annual capital programs that are approved for funding and are able to proceed to procurement.

*Concept Plan approval is a new step required before a Project Definition Report (PDR) will be supported. Your respective Regional Director or Planning Officer will provide you with more information if you have major capital projects supported to proceed to a Concept Plan.

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)

There are no major capital projects supported to proceed to concept plan or business case.

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
Mark R. Isfeld Secondary	SEP - Mechanical Upgrades - Boiler upgrade	\$420,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Cumberland Community School	SEP - Mechanical Upgrades - Fire Suppression System upgrades	\$990,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

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 Minor Capital Projects for the 2020/21 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 2020/21 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 Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2020/21 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2021/22 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, 2020.

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: Rachelle Ray, Director, Capital Projects Unit, Capital Management Branch
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Damien Crowell, Regional Director, Capital Management Branch
Alexander Angus, Planning Officer, Capital Management Branch
Geoff Croshaw, Planning Officer, Capital Management Branch

BRIEFING NOTE

TO: Board of Education

DATE: March 31, 2020

RE: **Human Resources - Retirements and Recognition**

Retirements

Ann Owen, Senior Custodian, Courtenay Elementary School, will retire effective June 30, 2020 after 24 years of service with the district.

Bernie Byerley, Senior Custodian, Arden Elementary School, will retire effective April 30, 2020 after 28 years of service with the district.

Bonnie Green, Education Assistant – Interpreter Student Services, will retire effective April 09, 2020 after 2 years of service with the district.

Muriel Youngman, Education Assistant, Ecole Puntledge Park Elementary School, will retire effective April 17, 2020 after 10 years of service with the district.

Rebecca Gorman, Program Worker Youth & Family, Highland Secondary School, will retire effective March 30, 2020 after 5 years of service with the district.

Shelley Bohmer, Education Assistant, Aspen Park Elementary School, will retire effective May 29, 2020 after 17 years of service with the district.

Steven Woodley, Custodian, Brooklyn Elementary School, will retire effective May 29, 2020 after 11 years of service with the district.

Tanya Abbot, Teacher, Aspen Park Elementary School, will retire effective June 30, 2020 after 25 years of service with the district.

TO: Board of Education

DATE: March 31, 2020

FROM: Ian Hargreaves, Trustee

RE: **Campagnolo Lecture with Senator Murray Sinclair**

On March 6th, 2020, I had the distinct honour and privilege of attending, acknowledging and welcoming the guest speaker for this Campagnolo Lecture, Senator Dr. Murray Sinclair who was unable to attend in person due to the pandemic but gave wonderful presentation via video, a Progress Report on the Implementation of the 94 calls to action of the TRC, the Truth and Reconciliation Commission and its link to British Columbia's new legislation on UNDRIP, the United Nations Declaration on the Rights of Indigenous People.

Respectfully submitted is my acknowledgement and welcome to Senator Murray.

Sincerely,

Ian Hargreaves

Ian Hargreaves
Trustee

Traditional Territories acknowledgement...

I too would like to acknowledge that we are on the traditional territories of the K'omoks First Nations and would like to thank them ...

It is with humble pleasure that I delivered the welcoming acknowledgement to an audience here tonight to listen to Senator Murray Sinclair, a remarkable individual who served as Chief Commissioner of the Truth and Reconciliation Commission.

In our community, indeed, in our school district here in the Comox Valley, reconciliation and the 94 recommendations are impacting lives of students everyday. Our Board of Education build a robust strategic priorities plan to include the goal of deepening our integration of Indigenous ways and knowing.

We recognize and embrace the responsibility as educators, and as Canadians to build respectful relationships and we begin by bringing the rich Indigenous traditions and culture of this region into the classroom in as many creative and imaginative ways as possible. Through art, storytelling, drumming, and dance to learning the language of the Kwak'wala, and enriching our partnership with the K'omoks First Nations, our students from as young as kindergarten through to grade 12 are receiving and enriching learning experience.

We commissioned our own school District song, *Am'lala sa K'umuxse'* that speaks of our great land and culture. We became the first District in the nation to fully sign on each and every school to the Downie-Wenack Legacy School Program. Fortunate we are to have an Indigenous Education team of Indigenous Support Workers and an enriching Elders-in-Residence program to help us along the journey of reconciliation.

There are so many more, great examples such as Lake TRail Middle School participating in Dark Spark, a song writing project about Truth and Reconciliation, and Highland participating in a chapbook with Wendy Morton, award winning poet, storytelling journey about reconciliation.

Senator Murray Sinclair, welcome to the Comox Valley, home of the Legend of the Queneesh

TO: Board of Education **DATE:** March 31, 2020

FROM: Ian Hargreaves, Trustee

RE: **British Columbia School Trustees Association (BCSTA) Indigenous Education Committee Meeting (IEC)**

On Thursday February 20th and Friday February 21st, I had the pleasure of attending the BCSTA Standing Committee on Indigenous Education in Vancouver. Please find attached my report from that meeting.

Respectfully submitted,

Ian Hargreaves

Ian Hargreaves
Trustee

INDIGENOUS EDUCATION COMMITTEE

REPORT

20 FEBRUARY 2020

IEC Report to PC

The Indigenous Education Committee recently met on February 20 and 21 to discuss a range of topics. The IEC welcomed and included the chair of the Professional Learning Committee to join and contribute to the discussions.

The committee discussed the importance of the British Columbia Tripartite Education Agreement (BCTEA) and how this agreement will impact school districts throughout the province. The IEC will be developing strategies to provide a report that will include recommendations to boards of education regarding the BCTEA.

FNESC

The IEC invited the First Nations Education Steering Committee (FNESC) to attend and provide a presentation to the committee in the spirit of on-going cooperation and mutual goals.

Two staff representatives from FNESC provided a detailed presentation regarding information on BCTEA and Indigenous student graduation rates.

Both FNESC and BCSTA agree that a continued partnership to share data and important information will greatly benefit all students of British Columbia.

Joint Committee Meeting

The IEC and the PLC held a joint committee meeting on Friday, February 21. The two committees discussed several topics including the importance of involving FNESC on future BCSTA events and meetings. It was noted that future events will have a targeted focus on Indigenous student success.

Call Out Questions for AGM

At the 2020 Annual General Meeting, the committee will place call out questions within the app for the membership to discuss. The committee came up with three questions.

- What is your understanding of the BCTEA?
- How does the BCTEA affect your school district?
- What is your district doing to prepare for the implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)?

Committee Members:

- Rick McKamey / SD75 (Mission)
- Rebecca Barley / SD48 (Sea to Sky)
- Joe Thorne / SD79 (Cowichan Valley)
- Donna Sargent / SD38 (Richmond)
- Nancy Rempel / SD74 (Gold Trail)
- Tony Goulet / SD28 (Quesnel)
- Alvin Azak / SD92 (Nisga'a)
- Ian Hargreaves / SD71 (Comox Valley)
- Jane Fearing / SD6 (Rocky Mountain)
- Colette Trudeau / SD42 (Maple Ridge-Pitt Meadows)
- Matthew Taylor / BCSTA Staff Support

TO: Board of Education **DATE:** March 31, 2020

FROM: Ian Hargreaves, Trustee

RE: **British Columbia School Trustees Association (BCSTA) Leadership Development 2020**

On Tuesday, March 10th, I had the pleasure of attending the BCSTA Leadership Development Program 2020 in Nanaimo.

The focus of this session was on Strategic Planning for Student Success. We discussed why we need strategic planning, what strategic planning actually is and how to create an effective Strategic Plan.

For Boards still without a Strategic Plan this was an opportunity to “plan for planning.” We were able to share what we had done and how our Strategic Plan was linked to student achievement, school plans, the budget, data collection and regular reviews. Best ideas were shared and discussed. A workbook was provided, and we walked and worked our way through it to try out the tools provided.

It was noted that, as Boards do not develop Budgets, the same should be true of Strategic Plans. Strategic Plans are like Budgets, a strategic tool to enable Boards to accomplish and know that they have accomplished what they have set out to do in the mandate of their term.

The last phase of the session focused upon system level measures and communications strategies, ending on a very positive note with an appreciation circle. The work this Board has already done on our Strategic Plan, the regular reviews through our Education Committee as well as its use for Budgeting and focusing district efforts at all levels on student success and achievement was recognized and acknowledged.

Respectfully submitted,

Ian Hargreaves

Ian Hargreaves
Trustee

TO: Board of Education **DATE:** March 31, 2020

FROM: Sarah Jane Howe, Trustee

RE: **Vancouver Island School Trustees Association (VISTA) Spring Conference**

On Friday and Saturday March 6th and 7th I had the pleasure of attending the two-day VISTA conference and Business meeting hosted by School District #68 (Nanaimo Ladysmith). We were welcomed with an opening prayer that was delivered by one of the local knowledge keepers, Lawrence Mitchell a member of the Snaw-naw-as First Nation. Following this was a fantastic presentation by David Brouhard. It was titled "Before Truth and Reconciliation, there has to be trust". David is a Metis - Canadian speaker, author and educator. He currently lives in Victoria but was raised in Saskatchewan. David delivered an engaging, powerful and personal message surrounding the importance of trust. By using raps and rhyming, intimate personal stories and even a memory game he had the room full of hope, laughter and even tears! He had many of his publications there and was giving them out to us to share his stories and beliefs. I encourage you to take the time to explore his website and appreciate what he has to offer: <http://davidbouchard.com/>

Saturday, our day opened with song and prayer by Snuneymuwx Councillor Paul Wyse-Seward. He brought the Snuneymuwx Dance and Singing Group to share songs for welcoming, learning, and working together. They seemed to be all part of the same family and had multiple different age groups participating, even a five-year old! It was beautiful! Following this, our speakers were Director of Indigenous Education Ted Cadwallader, Syeyutsus Saayasum Stephanie Johnson, and Elder/Knowledge Keeper Joan Brown who shared their Syeyutsus story and learning through the story of the Creator and the Flea. Following the story, we had the opportunity to break into groups and share our thoughts and interpretations of this sacred story. It was fun to mingle and connect with our Island Trustees and very interesting to hear so many varying perspectives all based with a sense of understanding and trust. It instilled confidence in me that we are all on the right path. Kevin Brand, Principal of Qwam Qwum Stuwixwulh School, also spoke about the co-governed school and the responsibility of weaving education into the cultural learning. The school itself is a beautiful west coast design that is open and welcoming, a perfect learning environment! Our hosts were wonderful, I had a great experience and look forward to the next time I can spend time in their District!

Respectfully submitted,

Sarah Jane Howe

Sarah Jane Howe
Trustee

BRIEFING NOTE

TO: Board of Education **DATE:** February 25, 2020

FROM: Janice Caton, Trustee

RE: **Motion – District Student Advisory Committee**

Purpose

As a Board, we recognize and support the value of parent engagement and participation. Along with our indigenous partners, we have proof that consistent engagement and building long term relationships brings great value to our program planning and delivery of services. However, the one group that is missing in this process are our students. Having their voice at the table is important. Our students today are more engaged, they are providing leadership in areas of environmental stewardship and mental health awareness and advocacy. They are not afraid to ask hard questions and provide solutions to problems they see needing change, such as the recent letter we received from a student around our outdated district dress code policy. As a Board, we would benefit from having a district student advisory council that would meet on a regular or semi-regular basis where they could discuss the issues and concerns that they have, along with providing the Board their thoughts on a number of our strategic goals such as mental health & wellbeing and environmental stewardship.

What do we really know about the issues that our students face today? Having students share their experiences and speak to issues that are of concern to them by way of supporting and providing a district student advisory council, builds on student leadership and provides a forum for continued dialogue and collaboration.

We need to be talking to our students, hearing from them, understanding their views and perspectives on not only on educational initiatives, but also how best to prepare them for the next step as they embark on their next journey, entering into an ever changing global world and economy. As trustees, student achievement is our goal, but how often do we actually talk to and engage with our students and ask what they think? How are we doing to ensure that their educational experience is working for them? A district student advisory committee would be that place to connect and have those conversations.

Recommendation:

THAT the Board of Education explore the creation of a district student advisory committee.

Respectfully submitted,

Janice Caton

Janice Caton
Trustee

Subject: FW: Cumberland Amendment from last night's board meeting

From: "pres71@cdta71.org" <pres71@cdta71.org>

Date: February 26, 2020 at 1:40:28 PM PST

To: Ian Hargreaves <Ian.Hargreaves@sd71.bc.ca>, Tonia Frawley <Tonia.Frawley@sd71.bc.ca>, Janice Caton <Janice.Caton@sd71.bc.ca>, Sheila McDonnell <Sheila.Mcdonnell@sd71.bc.ca>, Michelle Waite <Michelle.Waite@sd71.bc.ca>, Sarah Jane Howe <SarahJane.Howe@sd71.bc.ca>, Kat Hawksby <Kat.Hawksby@sd71.bc.ca>

Cc: Tom Demeo <Tom.Demeo@sd71.bc.ca>, Geoff Williams <Geoff.Williams@sd71.bc.ca>, Allan Douglas <Allan.Douglas@sd71.bc.ca>, Lynda-Marie Handfield <Lynda-Marie.Handfield@sd71.bc.ca>, Nicole Bittante <Nicole.Bittante@sd71.bc.ca>, Esther Shatz <Esther.Shatz@sd71.bc.ca>, Ian Heselgrave <Ian.Heselgrave@sd71.bc.ca>

Subject: Cumberland Amendment from last night's board meeting

Dear Trustees,

Thank you for the numerous thoughtful comments made at the board meeting last night and for your desire to approve changes that have the least impact on our students, their families and their teachers. I would, however, be remiss in my role as CDTA president if I didn't take the time to outline some serious concerns I have with respect to the amended recommendation around Cumberland Community School.

This year, the Collective Agreement between SD71 and the CDTA required senior management to add another division to Cumberland in the first week of school because one class had too many designated students in it.

SD71 has a duty to try and "make best efforts" to stay within class size and composition limits and you have until September 30, 2020 to come into compliance. I anticipate last night's decision to not move the grade 9s from Cumberland to Vanier will result in failure to come into compliance with our collective agreement and thereby not show best efforts. This amendment is very likely to create overages in class size and composition in advance of the school year. Violations of the collective agreement will be grieved when this happens.

Adjusted operational capacity is a ministry number based on square footage and without consideration of collective agreement language. In our case, this will become problematic. The collective agreement is specific about numbers of students at each grade level and is reduced when there are designated students.

I understand your options will be to lose the community programs' space. How that will affect the community school designation will also need to be considered. Other options included the addition of a modular, which couldn't be confirmed as being ready for September. Even if these two options come to pass, you are still likely to contravene your teachers' collective agreement.

I am willing to come and meet with you to explain how your teachers' collective agreement impacts the creation of classes, places space limitations on senior management, and ultimately strives to reduce class size, thus improving the learning conditions for students and the working conditions of teachers.

I look forward to hearing from you through the board chair.

Sincerely,

Sherry Dittrick

President

Comox District Teachers' Association

pres71@cdta71.org

250-338-1461

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491 Fourth Street, 2nd Floor, Courtenay, BC V9N 1G9 Office: (250) 338-1461

March 10, 2020

Tom Demeo, Superintendent
Ian Hargreaves, Board Chair
Comox Valley School District No. 71
607 Cumberland Rd
Courtenay, BC V9N 7G5

Dear Tom and Ian,

As you know, the provincial parties signed the Memorandum of Agreement Re: LOU #17 on March 9, 2017. The agreement sets out that commencing in September of the 2017–18 school year and thereafter school staffing will, subject to the terms of the agreement, comply with the restored collective agreement provisions. The school district is obligated, under the terms of the agreement, to implement all language pertaining to non-enrolling ratios, process and ancillary language, caseload, and class size and composition. The school district must also make “best efforts” to achieve full compliance with the collective agreement provisions regarding class size and composition for the commencement of the 2017–18 school year and in subsequent years.

On February 25th of this year, senior management recommended moving the grade nines from Cumberland Community School to G. P. Vanier in order to address the class size and composition issues expected in the 2020-2021 school year. The board of trustees did not support this recommendation and therefore, the school district will move ahead with a plan that is problematic and could trigger noncompliance with class size and composition language. This decision may see the district fail to make best efforts in the fall.

I am respectfully requesting further information regarding your plans to come into compliance as soon as possible. I look forward to meeting with you both to proactively monitor the situation at Cumberland Community School.

Sincerely,

A handwritten signature in black ink that reads "Sherry Dittrick". The signature is written in a cursive, flowing style.

Sherry Dittrick
CDTA President

Subject: FW: Release - Invasive Species Council of BC is seeking an aquatic Youth Ambassador
Attachments: youth-ambassador-casting-call.png; ATT00001.htm;
CDD_Ambassador_Invasive_Species_Council_Release_March_3_2020.pdf; ATT00002.htm

From: Peter Cameron-Inglis <kamloopsdotcalm@gmail.com>
Date: March 2, 2020 at 11:06:18 AM PST
To: Peter Cameron-Inglis <peter@mastermindstudios.ca>
Subject: Release - Invasive Species Council of BC is seeking an aquatic Youth Ambassador
Reply-To: "peter@mastermindstudios.ca" <peter@mastermindstudios.ca>

Hello

We are writing to you because your email has been provided to us with respect to school district communications.

The Invasive Species Council of BC is looking for a youth ambassador and we are hoping that you can help us pass the word throughout your school district. We are looking for a 7-14 year old youth who is well-spoken and passionate about British Columbia's waterways and would like to be the first youth ambassador in our video for the Invasive Species Council of BC.

Please read the attached PDF and follow the instructions for submissions outlined in this document.

Sincerely,



Peter Cameron-Inglis
CEO, Executive Producer & Producer
Pronouns: he/him
Mastermind Studios
Interior Centre for Film & Digital Media
954F Laval Cres, Kamloops, BC, V2C 5P5
Studios: (250) 434-8918 | Mobile (250) 574-6902
peter@MastermindStudios.ca
<http://www.MastermindStudios.ca>



For immediate release

Calling on Youth to Help Protect BC's Lakes & Rivers Invasive Species Council of BC Seeks Aquatic Youth Ambassador

Do you care about your favorite swimming or boating lake? BC's lakes and rivers are at risk from the threat of invasive species and the Invasive Species Council of BC (ISCBC) is looking for a passionate voice from BC's youth to help raise awareness. ISCBC's first Aquatic Youth Ambassador will star in a video to air on television and social media later this year.

To raise awareness among youth and help protect BC's lakes & rivers from harmful invaders, ISCBC is working with Mastermind Studios, a Kamloops-based professional video production company, to create a series of short videos involving youth, like this: <https://bit.ly/2w3SptS>. Throughout March, ISCBC is reaching out to communities & school districts across the province to find the first Aquatic Youth Ambassador - a passionate voice to lead the charge & star in the next video!

"We want youth to get excited and speak out about their favourite bodies of water to help protect them from aquatic invasive species and preserve them for years to come!" comments Gail Wallin, ISCBC's executive director. "Harmful invaders range from microscopic organisms to escaped aquarium plants. Our youth can easily play a part to help prevent their spread and maintain BC's beautiful lakes and rivers well into the future."

How to Apply to be BC's Clean Drain Dry Youth Ambassador

Youth aged 7-14 years are asked to submit a short video with their answers to these questions:

- Who are you and where are you from? (please provide you contact details too)
- What are your favourite lakes, rivers, and other bodies of water in BC?
- What are your favourite things to do while visiting them?
- Why are they important?
- What do you do to make sure they stay clean and healthy?

All submissions must be sent to peter@mastermindstudios.ca before the end of the day on March 26, 2020 with "ISCBC Video submission" in the subject line.

Key Dates

The submission process will take place from March 3rd – 26th, when submissions will be reviewed, and an ambassador chosen! The successful ambassador will star in an ISCBC stewardship video that will be aired all across the province and beyond! Filming will take place in Kamloops in April.

ISCBC wants youth to get excited and speak out about their favourite bodies of water to help protect them from aquatic invasive species and preserve them for years to come! Applicants are thanked in advance for helping to spread the word and find BC's Clean Drain Dry Youth Ambassador.

The Clean Drain Dry pilot initiative is lead through the ISCBC with funding by the Department of Fisheries & Oceans, and under contract to the Canadian Council on Invasive Species. Learn more about provincial regulations and programs concerning invasive species, or to commit to the Clean Drain Dry program, by visiting CleanDrainDry.ca

About the Clean Drain Dry program in BC:

The Canadian Council on Invasive Species is pleased to work in partnership with the Invasive Species Council of BC and with funding from Fisheries and Oceans Canada in launching the Clean Drain Dry program in BC, as the foundation for a national program. The project aims to encourage boaters and aquatic recreationists, who play a critical role in protecting local watersheds from invasive species, to Clean, Drain, and Dry all boats and equipment. Over a three-year pilot term, resources, signage and a social and digital media campaign will be designed to shift the behaviour of boaters and aquatic recreationists to encourage the practice of Clean, Drain and Dry.

About the Invasive Species of BC:

ISCBC is dedicated to keeping our landscapes and communities free of invasive species. It provides a coordinated, province-wide approach to reducing the impact of invasive species in BC. The ISCBC unites efforts across the province and collaborates with a variety of partners to develop unique solutions for the wide variety of ecosystems across BC.

About the Canadian Council on Invasive Species:

The Canadian Council on Invasive Species works collaboratively across jurisdictional boundaries to support actions and information that can help reduce the threat and impacts of invasive species. Invasive species councils, committees, and coalitions representing provinces and territories across Canada established this federal society to work together to reduce the impact of invasive species across the country.

For media information or interviews

please contact:

Gail Wallin
Executive Director
Invasive Species Council of BC
gwallin@bcinvasives.ca
250-305-9161

For youth/parent submissions

please contact:

Peter Cameron-Inglis
Producer
Mastermind Studios
peter@mastermindstudios.ca
250-434-8918

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Royal Canadian Legion Branch 17
367 Cliffe Ave,
Courtenay, BC V9N 2J1

Mr. Ian Hargreaves
607 Cumberland Rd.
Courtenay BC, V9N 7G5

25 February 2020

75TH LIBERATION OF THE NETHERLANDS VE DAY

Dear Mr. Hargreaves

It is with great honour that I write to invite you and the entire Board of Education Trustees to the Comox Valley 75th Anniversary of the liberation of the Netherlands and Victory in Europe Day (VE Day), on the 08 May 2020, at Simm's Millennium Park in Courtenay BC. The event will commence with community events at 6:00 pm supported by the Comox Valley Lions Club, Rotary International and the Knights of Columbus followed by the formal parade and candlelight ceremony at 8:00pm.

This momentous Allied and Canadian military operation created the beginning of the lasting bonds of friendship between the Netherlands and Canada. This was the inspiration for the Dutch Liberation 2020 Canadian Society and the BC Yukon Legion Command in creating commemorative programs to express the Netherlands gratitude to Canada and its veterans for their contributions to ending World War II in Europe.

I would be extremely grateful if you could RSVP by no later than Wednesday 08 April 2020 to br17serviceofficer@shaw.ca or 1-250-702-5966.

I hope you can accept this invitation and I look forward to hearing from you.

Yours sincerely;

Bill Webb (CD)

Subject: FW: 75th Dutch Liberation and VE Day Courtenay BC

From: Service Officer <br17serviceofficer@shaw.ca>

Date: February 25, 2020 at 1:05:01 PM PST

To: Ian Hargreaves <Ian.Hargreaves@sd71.bc.ca>

Cc: Tonia Frawley <Tonia.Frawley@sd71.bc.ca>, Janice Caton <Janice.Caton@sd71.bc.ca>, Kat Hawksby <Kat.Hawksby@sd71.bc.ca>, Sarah Jane Howe <SarahJane.Howe@sd71.bc.ca>, Sheila Mcdonnell <Sheila.Mcdonnell@sd71.bc.ca>, Michelle Waite <Michelle.Waite@sd71.bc.ca>

Subject: 75th Dutch Liberation and VE Day Courtenay BC

Good Day Mr. Hargreaves

My name is Bill Webb, I am the Service Officer and Community Organizer for the 75th Anniversary and Candlelight tribute being held at Simm's Park on 8 May 2020. In partnership with the City of Courtenay, Town of Comox, Village of Cumberland, the CVRD, the Dutch Liberation Canadian Society 2020, the International Pipers Association, Lions Club, Rotary International, Knights of Columbus, and the Legion BC/Yukon Command. The Comox Valley Legions will be hosting this formal community event. This year marks the 75th Anniversary of VE Day and the Dutch Liberation.

This momentous Allied and Canadian military operation, created the beginning of the lasting bonds of friendship between the Netherlands and Canada. This was the inspiration for the Dutch Liberation 2020 Canadian Society in creating commemorative programs to express the Netherlands gratitude to Canada and its veterans for their contributions to ending World War II in Europe.

We are looking to add SD71 as a community partner. Below are some details about the educational project we have partnered with and hope this information could be sent to all schools in the district as well as send you our event posters to distribute to all schools in the near future. In return we would, with your permission add SD71 to all of our print and media releases as a community partner. Please feel free to call me, or set up an in person meeting.

for your consideration

Educational Project

In anticipation of this celebration, together with [Veterans Affairs Canada](#) and [BC Agriculture in the Classroom Foundation](#), a box of tulips and teaching materials are being collated for distribution to schools. Teachers may order the educational package "Celebrating Liberation With a Promise" by visiting [their website](#).

Supporting library resource materials are being prepared to create a liberation commemorative package of information for school libraries across all provinces of Canada. Our hope is to distribute 13,000 books to school children. The theme of the English books offers the reflection of the war days in the Netherlands.

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In Service

Bill Webb
Service Officer
250.702.5966

Tel: 250.338.2153
Fax: 250.334.3613
email: br17serviceofficer@shaw.ca