

**REGULAR BOARD MEETING MINUTES**  
**Tuesday, February 26, 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](mailto:Debbie.Page@sd71.bc.ca).

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](http://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