

**REGULAR BOARD MEETING MINUTES**  
**Thursday, August 20, 2020**  
**7:00pm**

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**In Attendance VIA ZOOM MEETING:**

**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

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**1. Call to Order**

Chair Ian Hargreaves called the meeting to order at 7:00pm and acknowledged that the meeting is being held on the traditional territories of the K'ómoks First Nation.

**2. Adoption of Agenda**

Trustee Caton asked that her motion provided prior to the meeting be added to the agenda.

**Recommendation:**

*THAT the Board of Education adopt August 20, 2020 Regular Public Board Meeting Agenda as amended.*

**CARRIED**

**3. Board Meeting Minutes**

Pg.4

**Recommendation:**

*THAT the Board of Education adopt the June 23, 2020 Regular Public Board Meeting Minutes as presented.*

**CARRIED**

**4. Old Business**

None

5. **Report on In-Camera Meeting – July 14, 2020**

- Other

6. **Board Chair's Report**

Highlights:

- Questions asked during the Board meeting will be compiled to create a FAQ that will be shared on the District website under the COVID-19 banner button.
- The District strongly recommends reviewing the current information available on the District website and Ministry of Education website as these resources may answer many of the questions.
- On August 26, 2020 the Board of Education will release the return to school framework plan for Comox Valley Schools along with each individual school's website reporting their plans.

7. **Presentations / Delegations**

None

8. **Education Committee Meeting**

None

9. **Strategic Direction**

**A. Superintendent**

**i. September School Restart Plan**

Recommendation:

*THAT the Board of Education accept the Senior Leadership's School District Restart Plan as verbally presented at this meeting.*

**CARRIED**

**B. Assistant Superintendent**

None

**C. Secretary-Treasurer**

None

**D. Human Resources**

**i. Retirements and Recognition**

None

**10. Board Standing Committee Reports**

None

**11. Board Business**

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

**Recommendation:**

*THAT the Board of Education respect the decision of families and students who decide they cannot attend their neighborhood school or program of choice for the 2020-2021 school year due to the unprecedented global pandemic COVID-19 crisis that is currently impacting our world today and that their spot(s) will be held for them when they do return back to their neighborhood school or program of choice for the 2021-2022 school year.*

**CARRIED**

**12. Board Correspondence**

**A. Correspondence: from British Columbia Ferry Services Inc. to Chair Ian Hargreaves**

Ian Hargreaves, Board Chair

Board Information

**B. Correspondence: from Ministry of Transportation and Infrastructure to Chair Ian Hargreaves**


Ian Hargreaves, Board Chair

Board Information

**13. Public Question Period**

**14. Meeting Adjourned – 9:00pm**

**Certified Correct:**

  
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Nicole Bittante, CPA, CA  
Secretary-Treasurer  
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Ian Hargreaves  
Board Chair