

**REGULAR BOARD MEETING MINUTES**  
**Tuesday, May 26, 2019**  
**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**

**Recommendation:**

*THAT the Board of Education adopt May 26, 2020 Regular Public Board Meeting Agenda as presented.*

**CARRIED**

**3. Board Meeting Minutes**

**Recommendation:**

*THAT the Board of Education adopt the April 28, 2020 Regular Public Board Meeting Minutes as presented.*

**CARRIED**

**Recommendation:**

*THAT the Board of Education adopt the May 12, 2020 Committee of the Whole Meeting Minutes as presented.*

**CARRIED**

**4. Old Business**

None

**5. Report on In-Camera Meetings:**

A. Tuesday, May 19, 2020

B. Tuesday, May 26, 2020

- Other

**6. Board Chair's Report**

Highlights:

- Attended three virtual meetings last week:
  1. BCSTA IEC Standing Committee Meeting on May 20, 2020
  2. VISTA Board Chairs Meeting on May 21, 2020
  3. BCSTA Board Chairs Meeting on May 22, 2020
- This week: Zoom meeting with School Board Chairs, Rob Fleming, Minister of Education and Dr. Trevor Corneil, Public Health & Preventative Medicine Specialist

**7. Presentations / Delegations**

None

**8. Education Committee Meeting**

No meeting in May

**9. Strategic Direction**

**A. Superintendent**

**i. Recognition**

Congratulations Ian Hargreaves - nominated and elected as Co-Chair of the BCSTA IEC Standing Committee  
Board Information

**ii. Stage 3 Planning**

Board Information

**B. Assistant Superintendent**

None

**C. Secretary-Treasurer**

**i. 2020-21 Annual Facilities Grant Spending Plan – Briefing Note**

**Recommendation:**

*THAT the Board of Education approve the 2020-21 Annual Facilities Grant Spending Plan as provided.*

**CARRIED**

**ii. 2020-21 Annual Budget and Bylaw – Briefing Note**

**Recommendation:**

*THAT School District No. 71 (Comox Valley) Annual Budget Bylaw 2020/2021 in the amount of \$108,838,693 receive its first reading.*

**CARRIED**

*THAT School District No. 71 (Comox Valley) Annual Budget Bylaw 2020/2021 in the amount of \$108,838,693 receive its second reading.*

**CARRIED**

*THAT the Board unanimously agree to suspend the requirements of the School Act and Board's Procedural Bylaw to have the third reading of the Annual Budget Bylaw 2020/2021 in the amount of \$108,838,693 at a subsequent meeting.*

**CARRIED**

*THAT School District No. 71 (Comox Valley) Annual Budget Bylaw 2020/2021 in the amount of \$108,838,693 receive its third reading.*

**CARRIED**

**iii. Capital Project Update – Briefing Note**

**Recommendation:**

*THAT the Board of Education receive the Capital Project Update briefing note as provided.*

**CARRIED**

**iv. Financial Update**

- a) Operating Fund Projection – April 30<sup>th</sup>
- b) Capital Fund Update - April 30<sup>th</sup>

**Recommendation:**

*THAT the Board of Education receive the Financial Update for April 30<sup>th</sup>, 2020 as provided.*

**CARRIED**

**D. Human Resources**

**i. Retirements and Recognition**

**Recommendation:**

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

**CARRIED**

**10. Board Standing Committee Reports**

**A. Budget Committee Board Report**

No meeting in May

**B. Finance Committee Board Report**

No meeting in May

**C. Facilities Committee Board Report**

No meeting in May

**D. Policy Committee Board Report**

No meeting in May

**11. Board Business**

None

**12. Board Correspondence**

- A. Correspondence:** from **British Columbia School Trustees Association (BCSTA)** to **Ian Hargreaves** – Thank you to Indigenous Education Committee member, Ian Hargreaves from S. Higginson, President BCSTA.  
Ian Hargreaves, Board Chair  
Board Information

- B. Correspondence: from BCEdAccess to BC School District Administrators, Directors of Instruction and Boards of Education – Equitable access to education during the pandemic.**

Ian Hargreaves, Board Chair  
Board Information

**13. Public Question Period**

**14. Meeting Adjourned – 8:15pm**

**Certified Correct:**



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Nicole Bittante, CPA, CA  
Secretary-Treasurer



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Ian Hargreaves  
Board Chair