

REGULAR BOARD MEETING MINUTES
Tuesday, October 27, 2020
7:00pm

In Attendance at Mark R. Isfeld Secondary:

Trustees

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

Staff

Tom Demeo, Superintendent of Schools
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
Josh Porter, Director, Information Technology

Regrets: Mary Lee, Communications Manager

Recording Secretary: Marlene Leach

1. Call to Order

Board Chair, Sheila McDonnell called the meeting to order at 7:01pm and acknowledged that the meeting is being held on the traditional territories of the K'ómoks First Nation.

2. Appointment of Acting Secretary-Treasurer

Recommendation:

THAT Assistant Superintendent Geoff Manning be appointed as Acting Secretary-Treasurer for the Regular Public Board meeting on October 27, 2020.

CARRIED

3. Adoption of Agenda

Recommendation:

THAT the Board of Education adopt October 27, 2020 Regular Public Board Meeting Agenda as presented.

CARRIED

4. Board Meeting Minutes

Recommendation:

THAT the Board of Education adopt the September 22, 2020 Regular Public Board Meeting Minutes as presented.

CARRIED

Recommendation:

THAT the Board of Education adopt the September 29, 2020 Special Public Board Meeting Minutes as presented.

CARRIED

5. Old Business

None

6. Report on In-Camera Meeting – October 27, 2020

- Land/Property
- Personnel
- Other

7. Board Chair's Report

Highlights:

- As part of the District's professional development, I attended the Dr. Elin Kelsey webinar – inspire students and positive change around climate change
- Attended community based 3-day workshops - environmental actions based on local watersheds, included District staff members, around 90 participants

8. Presentations / Delegations

- A. School Start Up: COVID-19 – Katy Doran, Principal (Elementary) and Sean Lamoureux, Principal (Secondary)**
Board Information

9. Education Committee Meeting – October 13, 2020

Recommendation:

THAT the Board of Education receive the Education Committee Board Report as presented.

CARRIED

Next Education Committee Meeting:

TOPIC: NIDES Navigate
DATE: December 08, 2020
TIME: 6:30 pm
LOCATION: Mark R. Isfeld Secondary, Multipurpose Room

10. Strategic Direction

A. Superintendent

- i. District News**
Board Information
- ii. Child Care Partnership with Village of Cumberland – Briefing Note**

Recommendation:

THAT the Board of Education direct staff to work with the Village of Cumberland staff to submit a child care centre grant application.

CARRIED

- iii. Strategic Plan Annual Report 2019-2020**

Board Information

B. Assistant Superintendent

- i. Enrollment 1701 Report**
Board Information
- ii. District Professional Development**
Board Information

C. Secretary-Treasurer

None

D. Human Resources

- i. Retirements and Recognition**
Board Information

11. Board Standing Committee Reports

A. Finance Committee Board Report – October 19, 2020

- i. Appointment of Auditor**

Recommendation:

THAT the Board of Education appoint KPMG as financial statement auditors for a three-year term.

CARRIED

Recommendation:

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

CARRIED

B. Facilities Committee Board Report – October 19, 2020

i. International Student Program Location – Briefing Note

Recommendation:

THAT the Board of Education approve the purchase and installation of a modular building to provide a future home for the International Student Program.

CARRIED

Recommendation:

THAT the Board of Education receive the Facilities Committee Board Report as presented.

CARRIED

C. Policy Committee Board Report

No meeting in October

12. Board Business

A. Trustee Report: Vancouver Island School Trustees' Association (VISTA) Fall Conference and Business Meeting

Janice Caton, Trustee (City of Courtenay)
Board Information

B. Trustee Report: British Columbia School Trustees' Association (BCSTA) Provincial Council Meeting – Verbal Report

Janice Caton, Trustee (City of Courtenay)
Board Information

13. Board Correspondence

A. Correspondence: from Deputy Minister D. Scott MacDonald to Trustee Tonia Frawley – Funding and 1701 Recommendation


Tonia Frawley, Trustee
Board Information

- 14. **Public Question Period**
- 15. **Meeting Adjourned – 8:50pm**

Certified Correct:



Geoff Manning, Assistant Superintendent
Acting Secretary-Treasurer



Sheila McDonnell
Board Chair