

# REGULAR PUBLIC BOARD MEETING – MINUTES

Tuesday, May 1, 2018

7 pm

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## **PUBLIC BOARD MEETING**

### A. Call To Order

*The Board of Education acknowledges that we are on the traditional territories of the K’omoks First Nation. We would like to thank them for the privilege of living on their land and the gift of working with their children.*

#### Present:

##### Trustees

Janice Caton, Board Chair  
Ian Hargreaves, Vice-Chair  
Sheila McDonnell  
Tom Weber  
Cliff Boldt  
Vickey Brown  
Peter Coleman

##### Staff

Dean Lindquist, Superintendent of Schools  
Tom Demeo, Assistant Superintendent  
Lynda-Marie Handfield, Director, Human Resources  
Candice Hilton, Director of Finance  
Geoff Manning, Director of Instructional Services K-12  
Esther Shatz, Director of Instruction (Student Services)  
Ian Heselgrave, Director of Operations  
Paul Berry, Director of Instruction (Health and Safety)  
Josh Porter, Director, Information Technology  
Debbie Page, Recording Secretary  
Marlene Leach, Executive Assistant, Business and Operations

#### Regrets:

1. **Assistant Superintendent Tom Demeo to be sworn in as Acting Secretary Treasurer for the regular public Board meeting, May 1, 2018**

##### Recommendation:

***THAT Assistant Superintendent Tom Demeo be sworn in as Acting Secretary Treasurer for the period of time that it will take to hire a Secretary Treasurer.***

**CARRIED**

- B. **Adoption of Agenda**  
Circulated earlier in draft form for Board approval.

##### Recommendation:

***THAT the Board of Education adopt the May 1, 2018 Public Board Meeting Agenda.***

**CARRIED**

- C. **Board Meeting Minutes**

1. **Adoption of the Regular Public Board Meeting Minutes – Tuesday, March 20, 2018**

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Recommendation:

***THAT the Board of Education adopt the Board Meeting Minutes of March 20, 2018 as circulated earlier for Board approval.***

**CARRIED**

D. **Report on In-Camera Meeting**

In-Camera Minutes of March 20, 2018

School Act Section 72 (3) In-Camera Meeting Record

- **Enrolment / Programs**
- **Facilities and Properties**
- **Board Business**

E. **Old Business**

F. **Presentation or Delegation**

1. **Robotics Team Demonstration from Highland Secondary School,**  
Jim Tattrie, Teacher

***First Robotics Team – Spooky Action Robotics*** -- Thank you to the following students for your robotics demonstration to the Board: Sam Fitz-James, Eun Rho, Robert Russell, William Bird

G. **Education Committee Meeting**

Committee Chair: Ian Hargreaves

Minutes of Tuesday, April 10, 2018 Education Committee Meeting provided for Board information.

1. **Next Meeting:**  
**Date:** Tuesday, May 8, 2018  
**Time:** 6:30 pm  
**Location:** Ecole Robb Road Elementary School

H. **Strategic Direction**

1. **Superintendent's Report,** Dean Lindquist

a) **District News Highlights:**

- *3rd Annual SD 71 Inquiry Fair*, April 25, 2018; 9:30 am to 2:30 pm, Lake Trail Middle School
- *3<sup>rd</sup> Annual SD 71 Poetry Contest*—Deadline: Friday, May 11, 2018
- *Honda Test Drive / Charity Event*, Sunday, April 22, 2018; 11 am to 3 pm, Mark R. Isfeld Secondary School

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- *BC Winter Games – 2018*: Congratulations to all of our students who participated and thank you to the coaches, officials, volunteers and community for your support
- *Tribune Bay Outdoor Education Centre* – Activity and Program information: <http://tribunebayoutdoored.ca/school-programs/>
- *OceanWise / Vancouver Aquarium – Passage Adventure High School Girls Camp*

**b) Program Reviews**

Board Information

- c) Communications Plan, New School District Logo Design, Briefing Note, Mary Lee**

**Note:** The new school district logo design will be brought back to the May 22, 2018 regular public board meeting.

**2. Assistant Superintendent, Tom Demeo**

**a) Student Round-Table Report**

Tom Demeo gave a verbal update for Board information.

**3. Acting Secretary Treasurer**

- a) Ministry Response to the Annual Five Year Capital Plan Submission Capital Bylaw No. 2018/19 CPSD71-01, Annual Programs Funding Agreement**

Recommendation:

***THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2018/19-CPSD71-01 receive its first reading. CARRIED***

***THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2018/19-CPSD71-01 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 Capital Bylaw No. 2018/19-CPSD71-01 at a subsequent meeting. CARRIED***

***THAT School District No. 71 (Comox Valley) Capital Bylaw No. 2018/19-CPSD71-01 receive its third and final reading. CARRIED***

- b) Seismic Retrofit Guidelines (SRG 3) Changes, Briefing Note, Ian Heselgrave, Director of Operations**

Ian Heselgrave spoke to the briefing note he provided for Board information.

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4. **Director of Instruction (Student Services)**, Esther Shatz

*a) Update on Sexual Health Program Delivery*

Esther Shatz gave a verbal update on the sexual health program delivery for Board information.

5. **Human Resources Report**, Lynda-Marie Handfield, Director

**Note:** All retirees will be acknowledged at the District Retirement and Long Service Celebration:

**DATE:** Wednesday, June 20, 2018

**LOCATION:** Florence Filberg (Main Hall)

**TIME:** TBC

*a) Retirements*

Virginia McFadden, Library Clerk, Miracle Beach Elementary School will retire effective June 29, 2018 after 10 years of service with the district.

Brenda Hunt, Senior Administrative Assistant, Mark R. Isfeld Secondary School | will retire effective June 30, 2018 after 26 years of service with the district.

Kerry Collier, Education Assistant, Navigate/NIDES will retire effective June 30, 2018 after 10 years of service with the district.

Debra Page Wildy, Senior Executive Assistant, District Leadership and Governance, School Board Office will retire effective July 31, 2018 after 13 years of service with the district.

*b) Resignations*

Kevin Reimer, Principal, Lake Trail Middle School will resign effective July 1, 2018 after 16 years of service with the district.

I. **Board Committee Reports**

A. **Finance Committee Meeting**

Committee Chair: Peter Coleman

Minutes of Monday, April 16, 2018 provided for Board information.

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## 1. **Budget Update**

Director of Finance Candice Hilton thanked our stakeholders for their kindness – very much appreciated.

The Board of Education and Senior Management will host a public information session re: **2018/19 Annual Budget**:

**DATE:** Tuesday, May 15, 2018

**TIME:** TBC

**LOCATION:** School Board Office, Board Room

Details will be sent out as they become available.

## 2. **School District Funding Model Update**

Finance Committee Chair Peter Coleman gave a verbal update on the school district funding model.

## J. **Board Business / Correspondence**

1. **BC School Trustees Association (BCSTA) – AGM**, April 26-29, 2018, Vancouver, BC, Verbal Report

Board Information

## K. **Public Question Period**

## L. **Adjournment – 8:30 pm**