

# REGULAR PUBLIC BOARD MEETING – MINUTES

Tuesday, October 23, 2018

7 pm

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## PUBLIC BOARD MEETING

### A. Call To Order – 7 pm

*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  
Cliff Boldt  
Vickey Brown  
Peter Coleman  
Tom Weber

##### Staff

Dean Lindquist, Superintendent of Schools  
Tom Demeo, Assistant Superintendent  
Nicole Bittante, Secretary Treasurer  
Candice Hilton, Director of Finance  
Geoff Manning, Director of Instructional Services K-12  
Ian Heselgrave, Director of Operations  
Josh Porter, Director, Information Technology  
Marlene Leach, Executive Assistant, Business and Operations  
Heidi Bell, Executive Assistant, Education Programs  
Debbie Page, Recording Secretary

#### Regrets:

Esther Shatz, Director of Instruction (Student Services)  
Lynda-Marie Handfield, Director, Human Resources  
Paul Berry, Director of Instruction (Health and Safety)

### B. Adoption of Agenda

**Circulated earlier in draft form for Board approval.**

#### Recommendation:

***THAT the Board of Education adopt the October 23, 2018 Public Board Meeting Agenda.*** **CARRIED**

### C. Board Meeting Minutes

1. Adoption of the Regular Public Board Meeting Minutes – Tuesday, September 25, 2018

#### Recommendation:

***THAT the Board of Education adopt the Board Meeting Minutes of September 25, 2018 as circulated earlier for Board approval.*** **CARRIED**

### D. Report on In-Camera Meeting

In-Camera Minutes of September 25, 2018  
School Act Section 72 (3) In-Camera Meeting Record

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- Personnel
- Finance
- Governance

## E. Old Business

## F. Board Chair's Report

### 1. Verbal Report, Janice Caton

Board Information

## G. Presentation or Delegation

### 1. Premier's Awards for Excellence in Education:

*Kirsten Tancon*, Highland Secondary School (Outstanding New Teacher Award Finalist)

- teaches Technology Education -- woodworking, jewelry and introduction to trades;
- creating genuine connections with students and helping students connect with their community;
- broadening the demographic of students who take shop class, and working to ensure that everyone feels welcome in her classes.

*Jeannine Lindsay*, Aboriginal support worker, Lake Trail Middle School (Outstanding Support Award Winner) was unable to attend, due to a prior commitment.

## H. Education Committee Meeting

Committee Chair: Ian Hargreaves

**Note:** Last 4 Years of Success Stories / Powerpoint available on the school district website.

[https://www.comoxvalleyschools.ca/apps/pages/index.jsp?uREC\\_ID=1064586&type=d&pREC\\_ID=1357801](https://www.comoxvalleyschools.ca/apps/pages/index.jsp?uREC_ID=1064586&type=d&pREC_ID=1357801)

## I. Strategic Direction

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

#### a) District News

- **Métis Nation BC Presented the Order of the Sash** to retired President of MIKISIW Métis Association Bryce Mercredi, for his more than 20 years of service to the community of Comox and to the Métis Nation.

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- **Great BC Shake Out** – district schools participated in the provincial wide Earthquake Drill – Thursday, October 18, 2018.
- Timber Framers Guild joined **Tribune Bay Outdoor Education Society** for a build project – constructing a fire-pit pavilion on the grounds of its education centre on Hornby Island.
- **Everybody Deserves a Smile (EDAS)** – Kindness Care Packaging Project for the Homeless – <http://edas.ca/project/comox-valley/>
- **Regular Public Board Meetings:** November 27, 2018 and December 18, 2018; 7 pm; School Board Office, Board Room

b) **Community Schools Society Status**, Verbal Update

Dean Lindquist advised that Courtenay Elementary has now received community school society status.

c) **Sheldon Lee Memorial Award**, Briefing Note

Recommendation:

***THAT the Board of Education approve the administration of the Sheldon Lee Memorial Award.***

***CARRIED***

2. **Secretary Treasurer's Report**, Nicole Bittante

a) **Trustee Election**, Verbal Update

New Board of Education:

- |  |                  |
|--|------------------|
| - <i>City of Courtenay</i>             | Janice Caton     |
| - <i>Town of Comox</i>                 | Kathleen Hawksby |
| - <i>Village of Cumberland</i>         | Tonia Frawley    |
| - <i>Area A: Baynes Sound</i>          | Sarah Jane Howe  |
| - <i>Area B: Lazo North</i>            | Sheila McDonnell |
| - <i>Area C: Puntledge/Black Creek</i> | Michelle Waite   |
|  | Ian Hargreaves   |

- b) **Enrolment**, Verbal Update (**Note:** This item will be brought forward to the November 27, 2018 regular public Board meeting)

3. **Director of Operations Report**, Ian Heselgrave

a) **Capital Project Update – October, 2018**, Briefing Note

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

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

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## a) *Retirements*

Leslie Kowalsky, Administrative Assistant, Lake Trail Middle School retired effective September 30, 2018 after 17 years of service with the district.

Sandra Wahlgren, Library Clerk, Arden Elementary School will retire effective December 31, 2018 after 18 years of service with the district.

Joane Arsenault, Teacher, Ecole Robb Road Elementary School will retire effective January 31, 2019 after 23 years of service with the district.

## J. **Board Committee Reports**

### A. **Finance Committee**

Acting Committee Chair: Vickey Brown

Minutes of Monday, October 15, 2018 Finance Committee Meeting provided for Board information.

#### 1. **Trustee Remuneration**, Briefing Note, Nicole Bittante, Secretary Treasurer

Recommendation:

***THAT the Board of Education approve the base remuneration for trustees, effective January 1, 2019 to be \$13,900; the additional remuneration for the Board Chair to be \$3,400; and the additional remuneration for the Vice-Chair to be \$1,700.*** **CARRIED**

***THAT the Board of Education approve the annual adjustment of trustee remuneration, effective July 1<sup>st</sup> of each year, based on the BC Consumer Price Index change from December 31<sup>st</sup> of the prior year.*** **CARRIED**

***THAT the draft Trustee Remuneration Policy and Regulation be forwarded to the Policy Committee for review and recommendation to the Board.*** **CARRIED**

Recommendation:

***THAT the Board of Education receive the Finance Committee report.*** **CARRIED**

### B. **Policy Committee**

Committee Chair: Tom Weber

#### 1. **Administrative Procedure 7025 – Alternate Delivery of Curriculum**

Board Information

## K. **Board Business / Correspondence**

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1. **Indigenous Education Meeting**, Verbal Report, Ian Hargreaves, Board Vice Chair/Trustee, Puntledge/Black Creek

Board Information

2. Correspondence from: Leslie Baird, Mayor, Village of Cumberland re: Invitation for Future Partnership/Collaboration

Board Information

3. **December 2018 Regular Public Board Meeting – Will be held:**

**DATE:** Tuesday, December 18, 2018

**TIME:** 7 pm

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

Board Information

4. **Trustees - End of Term Acknowledgement**

Trustees shared their experiences as representatives for the Board of Education, SD 71 (Comox Valley).

L. **Public Question Period**

M. **Adjournment – 8 pm**