



**REGULAR BOARD MEETING MINUTES**  
**Tuesday, September 24, 2019**  
**7:00pm**

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**In Attendance:**

**Trustees**

Janice Caton, Board Chair  
Tonia Frawley, Vice Chair  
Ian Hargreaves  
Sheila McDonnell  
Kat Hawksby  
Sarah Jane Howe

**Staff**

Tom Demeo, Superintendent of Schools  
Nicole Bittante, Secretary-Treasurer  
Geoff Manning, Assistant Superintendent  
Candice Hilton, Director of Finance  
Allan Douglas, Director of Instructional Services K-12  
Esther Shatz, Director of Instruction (Student Services)  
Josh Porter, Director, Information Technology  
Mary Lee, Communications Manager  
Marlene Leach, Senior Executive Assistant

**Regrets:** Michelle Waite, Trustee  
Ian Heselgrave, Director of Operations  
Lynda-Marie Handfield, Director of HR

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**1. Call to Order**

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

**2. Adoption of Agenda**

**Recommendation:**

*THAT the Board of Education adopt the September 24, 2019 Regular Public Board Meeting Agenda as presented.*

**CARRIED**

**3. Board Meeting Minutes**

**Recommendation:**

*THAT the Board of Education adopt the Board Meeting Minutes as provided: Regular Public Board Meeting Minutes, June 25, 2019.*

**CARRIED**

**4. Old Business**

None

5. **Report on In-Camera Meeting – Tuesday, September 24, 2019**

- Personnel
- Land
- Other

6. **Board Chair's Report**

Received for information.

Chair Caton requested that two letters be written on behalf of the board:

1. Letter of acknowledgement to Staples and Jiffy Lube for the backpacks and school supplies that were generously donated to School District No. 71.
2. Letter of acknowledgement to the Honorable Minister Fleming, Minister of Education, and Honorable Judy Darcy, Minister of Mental Health and Addictions, for selecting School District No. 71 to participate in the Pathways to Hope program.

7. **Presentations / Delegations**

i. **2018-19 Financial Statements**

Candice Hilton, Director of Finance, provided an overview of the 2018-19 Audited Financial Statements.

ii. **2018-19 Financial Statements Audit Opinion**

Lisa Moore, Office of the Auditor General of BC, provided an overview of the Audit Opinion on the 2018-19 Audited Financial Statements.

iii. **North Island College – Strategic Planning Priorities**

John Bowman, President, North Island College, presented the Strategic Planning process for the North Island College 2020-2025 Strategic Plan.

8. **Education Committee Meeting – September 10, 2019**

i. **Trustee/Senior Management Facilities Tour**

Tonia Frawley, Committee Chair, provided a verbal report on the Education Committee meeting on September 10, 2019.

**Recommendation:**

*THAT the Board of Education receive this report as information.*

**CARRIED**

**Next Education Committee Meeting:**

TOPIC: Indigenous Education  
DATE: Tuesday, October 08, 2019  
TIME: 6:30 pm  
LOCATION: Nala'atsi

## 9. Strategic Direction

### A. Superintendent

#### i. District News

##### Highlights:

- Terry Fox Foundation – School District No. 71 has raised a total of \$287,544 over the years.
- Global Climate Action Strike – Superintendent Demeo read the media release.
- Re-emergence of Professional Partnership Program – Collaborative Inquiry
- Boundary/Catchment review – consultations coming up.
- Pathways of Hope program announced – partnership between the Ministry of Education, Ministry of Mental Health and Addictions, and School District No. 71.
- Superintendent Demeo and Trustee Howe attended Village of Cumberland Town Hall meeting – discussed traffic safety concerns.
- Superintendent Demeo acknowledged Assistant Superintendent Manning and Mary Lee, Manager of Communications, for great work on update to Board Room.
- Superintendent Demeo acknowledged Senior Staff for having schools ready for September start-up.

### B. Assistant Superintendent

#### i. School Start Up/Enrolment Update

#### ii. Board/Authority Authorized Courses, Briefing Note

- Outdoor Leadership
- All About Money 12
- University Prep 12
- Criminology
- Global and Intercultural Studies 12 (GIS 12)
- Vanier Creative Collective 10
- Vanier Creative Collective 11
- Vanier Creative Collective 12

#### **Recommendation:**

*THAT the Board of Education approve the Board/Authority Authorized Courses as presented.*

**CARRIED**

### C. Secretary-Treasurer

None

**D. Human Resources**

**i. Retirements and Recognition**

**Recommendation:**

*THAT the Board of Education receive this report as information.*

**CARRIED**

**10. Board Committee Reports**

**A. Audit Committee Board Report – Tuesday, September 17, 2019**

**Recommendation:**

*THAT the Board of Education approve the 2018-19 audited financial statements.*

**CARRIED**

**Recommendation:**

*THAT the Board of Education receive the Audit Committee Board Report as provided.*

**CARRIED**

**B. Facilities Committee Board Report – Tuesday, September 10, 2019**

**Recommendation:**

*THAT the Board of Education receive the Facilities Committee Board Report as provided.*

**CARRIED**

**C. Policy Committee Board Report – Monday, May 13, 2019**

**Recommendation:**

*THAT the Board of Education receive the Policy Committee Board Report as provided.*

**CARRIED**

**11. Board Business/Correspondence**

**i. Trustee Report: Meeting with Area C Community**

Ian Hargreaves, Trustee (Puntledge/Black Creek)

Trustee Hargreaves provided a verbal report for Board information.

**ii. Motion: Sheila McDonnell, Trustee (Baynes Sound, Hornby and Denman Islands)**

*THAT the Board of Education direct the Superintendent to consult with the City of Courtenay, CVRD, Island Health, MCFD, community agencies and the public*

*regarding opportunities for shared space and a community service hub at the Lake Trail School site and proposed childcare centre.*

**Amended Motion:**

*That the Board of Education direct the Superintendent to consult with the City of Courtenay, CVRD, K'omoks First Nation, Island Health, MCFD, community agencies and the public regarding opportunities for shared spaces and activities and a community service hub at the Lake Trail School, grounds, and the proposed childcare centre.*

**Tie Vote**

**DEFEATED**

- iii. **Notice of Motion:** Sheila McDonnell, Trustee (Baynes Sound, Hornby and Denman Islands)

Recommendation:

*THAT the Board of Education suspend the notice of motion requirement and consider this motion at the September 24, 2019 meeting.*

**CARRIED**

Recommendation:

*THAT the Board of Education direct the Superintendent to arrange an environmental assessment of our all SD71 properties, with a focus specially to identify areas of environmental sensitivity, vulnerable watersheds and streams, at-risk species and/or cultural significance.*

**CARRIED**

Trustees expressed the need to know the cost of the assessment before moving forward and Superintendent Demeo committed to bringing the estimated cost forward for approval before commencing work.

- iv. **Correspondence: Lush Valley Food Action Society** - Request for a School Trustee to sit as a member for one, two-year term on the Comox Valley Regional Food Policy Council (CVFPC)

**Board Information**

Chair Caton advised she would send an email out asking for a trustee to volunteer to sit as a member for a two-year term.

- v. **Correspondence: BCSTA** - Thank you for Renewal of Membership

Board information.

- vi. **Correspondence: Community Justice Centre** - Invitation to Volunteer Appreciation Dinner. Trustee Kat Hawksby will attend on behalf of the Board of Education.

Board information.

**vii. Correspondence: British Columbia Teacher's Federation (BCTF) – Global School  
Climate Strikes**

Board information.

**12. Public Question Period**

**13. Meeting Adjourned – 8:55pm**

**Certified Correct:**



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Nicole Bittante, CPA, CA  
Secretary-Treasurer



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Janice Caton  
Board Chair