

**Open Committee of the Whole Meeting**  
**Report to the Board**  
**January 14, 2025**

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**In Attendance at Meeting:**

**Committee Members:**

Susan Leslie, Meeting Chairperson  
Cristi May Sacht, Trustee  
Shannon Aldinger, Trustee  
Sarah Jane Howe, Vice Chair

**Regrets:**

Michelle Waite, Board Chairperson  
Janice Caton, Trustee  
Chelsea McCannel-Keene, Trustee

**Staff:**

Dr. Jeremy Morrow, Superintendent  
Carrie McVeigh, Secretary Treasurer  
Jay Dixon, Associate Superintendent  
Sean Lamoureux, Associate Superintendent  
Brian Mcaskill, Principal, Mark R. Isfeld Secondary  
Kim Murcheson, Teacher, Mark R. Isfeld Secondary

**Recording Secretary:** Marlene Leach, Senior Executive Assistant

**Partner Groups – 2 members from each group:**

Comox District Teachers Association (CDTA) - n/a  
Canadian Union of Public Employees (CUPE 439) - n/a  
Indigenous Education Council (IEC) - n/a  
Comox Valley Principals and Vice-Principals Association (DVPVPA) - n/a  
District Parents Advisory Council (DPAC) - Jennifer Fisher and Megan Cowling

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**A. WELCOME AND CALL TO ORDER**

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

Trustee Leslie acted as meeting Chair, welcomed attendees, and called the meeting to order at 7:05 pm.

**B. ADOPTION OF AGENDA**

**Motion: (COWO-2025-01-14-01)**

*THAT the Board of Education of School District No. 71 (Comox Valley) approve the January 14, 2025, Open Committee of the Whole agenda as presented.*

[Howe/May Sacht]

**CARRIED**

## C. EDUCATION

### 1. **PRESENTATION: Flexible Learning Environments and Paperless Classroom**

Pages 1-13

#### **Mark R. Isfeld Secondary - PowerPoint**

Brian Mcaskill, Principal, and Kim Murcheson, Teacher (Calculus 12, Pre-Calculus 11 & 12, Economics 12, Accounting 11 & 12), Jay Dixon, Associate Superintendent

Brian Mcaskill, Principal, introduced teacher, Kim Murcheson. Both staff members are involved in the Flexible Learning Environments and Paperless Classroom pilot project at Mark R. Isfeld Secondary. The presenters provided a PowerPoint and explained how the project was started from a student's inspirational capstone project. They explained what the plan was and how to provide it to the students of Pre-Calculus and Calculus 12 classes. Benefits, results and observations included: preparation for post-secondary, sustainability, inclusion and differentiation, accessibility, and a flexible learning environment. Some challenges and how to move forward were identified as well. Brian Mcaskill and Kim Murcheson answered the Trustee questions and received their comments. The Superintendent provided comments as well, expressing appreciation for their work and approach.

### 2. **PRESENTATION: Accessibility – Inclusive Education - PowerPoint**

Pages 14-20

Tara Ryan, District Vice-Principal, Inclusive Education, Sean Lamoureux, Associate Superintendent

Tara Ryan, District Vice-Principal, Inclusive Education provided an Accessibility PowerPoint presentation and explained how the Accessibility Committee started in 2023 to meet the requirements of the *Accessible BC Act*, legislation that was brought forward, in June 2021. The committee looks at how to better serve the needs of students, staff and the community. The committee currently includes eight people who needed to qualify to be a member. Members include parents, educators, administration, a graduate student, Indigenous member, community member, range of disabilities, and school district/community specialists. Several schools were audited in 2024 for accessibility and the data will be culminated. SPARC BC helped to assist in creating an audit for the committee. Other topics presented included why they do and what they do, their goals, and updating the SD71 Accessibility Plan. Tara Ryan and the Associate Superintendent answered Trustee and partner group questions and received their comments. The Superintendent and the Board expressed appreciation for this important work.

**D. GOVERNANCE**

**1. BC School Trustees Association (BCSTA) AGM Motions for Consideration**

Discussion – Susan Leslie, Trustee

Trustee Leslie opened the generative conversation, circling around the table with a talking stick among attendees. Trustee Aldinger began the conversation with the process and timeline for bringing forward motions to BCSTA. Previous and new topics were discussed. Trustee Aldinger is working on a Gender-Based Violence motion.

**E. POLICY**

**1. Ad Hoc Policy Committee Meeting Board Report - January 08, 2025**

Pages 21-23

**2. Next Ad Hoc Policy Committee Meeting:**

3:00 pm – 5:30 pm, Wednesday, February 05, 2025

**F. OPERATIONS - None**

**G. FINANCE - None**

**H. OTHER – None**

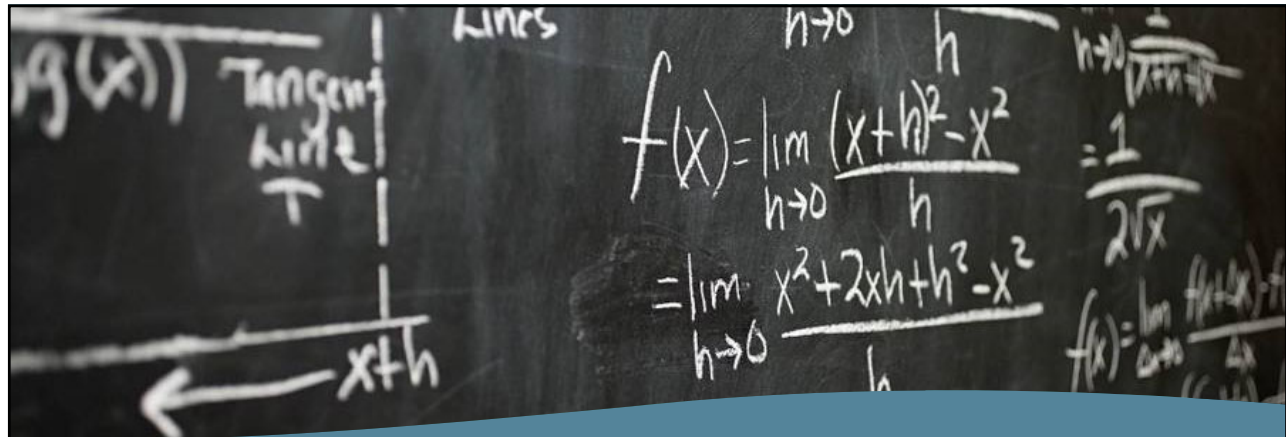
**I. ADJOURNMENT – 9:03 pm**

**Motion: (COWO-2025-01-14-02)**

*THAT the Board of Education of School District No. 71 (Comox Valley) adjourn the January 14, 2025, Committee of the Whole meeting at 9:03 pm.*

[May Sacht/Howe]

**CARRIED**



## DIGITALLY ENHANCED LEARNING in Mathematics @ Isfeld

1

### School Administration Perspective

#### Digitally Enhanced Learning with Inclusion

1. Positive integration of technology to support and enhance student learning
2. Assistive Technology

#### Flexible Learning Environments

1. Blended Learning
2. Access to course curriculum at any time, any place and any pace
3. Student to student collaboration digitally and face to face
4. Student and teacher collaboration digitally and face to face

#### Post-Secondary Preparation

1. Use of tablets
2. Use of Note-taking app and LMS

2

### Derivatives and Limits

**Limits**

- limits are most commonly used to find y values as x approaches a given area...
- $\lim_{x \rightarrow a} f(x)$  whether or not  $f(a)$  exists
- EX: the limit as x approaches 3 is 1 → that is the y value
- $\lim_{x \rightarrow 3} f(x) = 3$
- limits can exist at discontinuities but derivatives often can't (see below)

**Derivatives**

- always used to find the slope of a tangent line
- does NOT need to employ limits
- finding instantaneous speed for  $t = a$  (slope of a tangent line)
- Difference Quotient:  $\frac{f(a+h) - f(a)}{h}$
- Symmetrical Difference Quotient:  $\frac{f(a+h) - f(a-h)}{2h}$
- endpoints
- interior points
- ↳ both can be done numerically
- EX: the slope of  $x^2$  at  $x=3$  → difference quotient
- $\frac{(3+0.001)^2 - (3)^2}{0.001} = \frac{21.003 - 9}{0.001} = 12.003$
- the slope of  $x^2$  at  $x=3$  is 12

photos and typed prompts that are faster and easier to make while also being more effective to study with.

# INSPIRATION

Capstone Project  
by Marin Chapman (Grad 2024)

My essential question:

How can digital note-taking improve my efficiency and effectiveness as a STEM student?

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## MOTIVATION & GUIDANCE

**SD 71  
STRATEGIC PLAN**

“Comox Valley Schools is committed to creating **INCLUSIVE**, wholistic, and **PERSONALIZED LEARNING** environments in order to enhance each student’s development of the **CORE COMPETENCIES** over time.”

**BC MINISTRY OF EDUCATION**

**BC CORE COMPETENCIES**

**FIRST PEOPLES PRINCIPLES OF LEARNING**

“Learning is holistic, **REFLECTIVE**, **EXPERIENTIAL & RELATIONAL** (focused on **CONNECTEDNESS**, on reciprocal **RELATIONSHIPS**, and sense of place)”

“Learning involves **PATIENCE & TIME**”

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# THE PLAN

**WHAT:** Digitally Enhanced Learning Pilot to promote a paperless classroom working towards a more **flexible learning environment**.

**WHY:** *"Our school values students finding success and reaching their full potential through work ethic, critical thinking and responsibility. As a school we strive to ensure all students find their path to graduation and success beyond their high school careers"*

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# THE PLAN

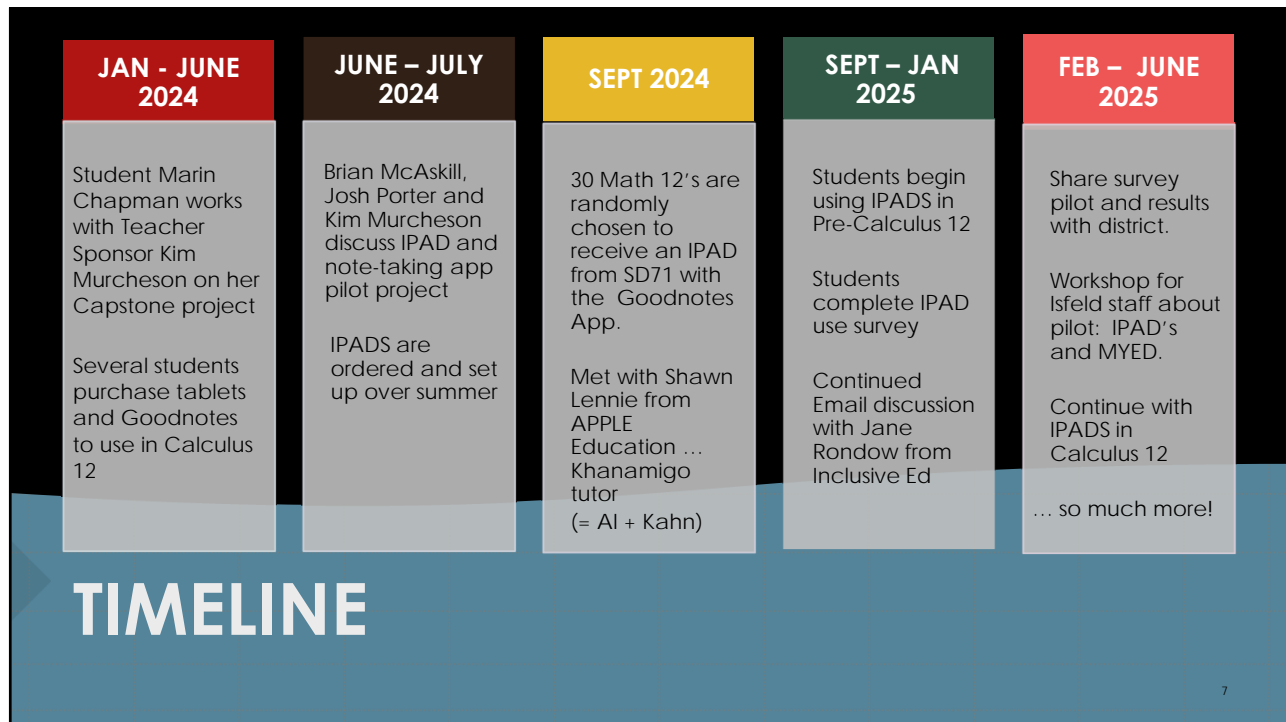
**WHO:** Pre-Calculus & Calculus 12 with Ms. Kim Murcheson at Ecole Secondaire Mark R. Isfeld Secondary School

**HOW:** Provide each student with:

- IPAD, case and an apple pencil
- Interactive Note-Taking app (Goodnotes)
- Digital materials through Microsoft Teams and Teacher Blog
- Access to Assignment Submission through MYED BC
- A blend of face to face and digital instruction / learning

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**Goodnotes™**

## How to Take Lecture Notes like a Straight A Student

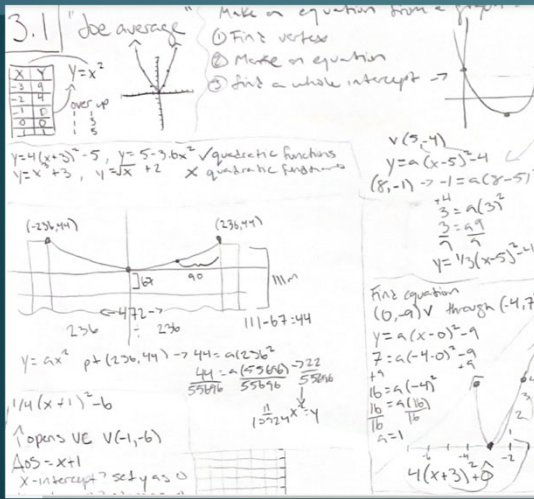
The image shows a tablet displaying a handwritten note titled "State of Matter" in blue ink. The note is organized with bullet points and diagrams. The word "Liquid" is written in green and underlined. The text includes:

- molecules slide past each other
- take shape of container
- fill to compress
- example: milk, water

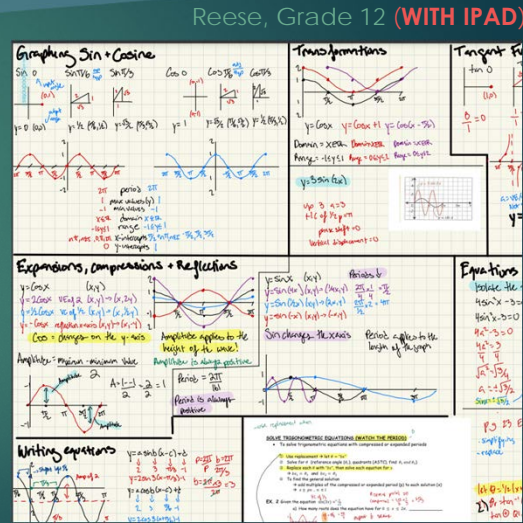
There are also diagrams showing "Cool down" and "Heat down" processes with arrows pointing to the word "Liquid".

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# BENEFITS, RESULTS & OBSERVATIONS



Reese, Grade 11 (WITHOUT IPAD)



Reese, Grade 12 (WITH IPAD)

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# PREPARATION FOR POST SECONDARY

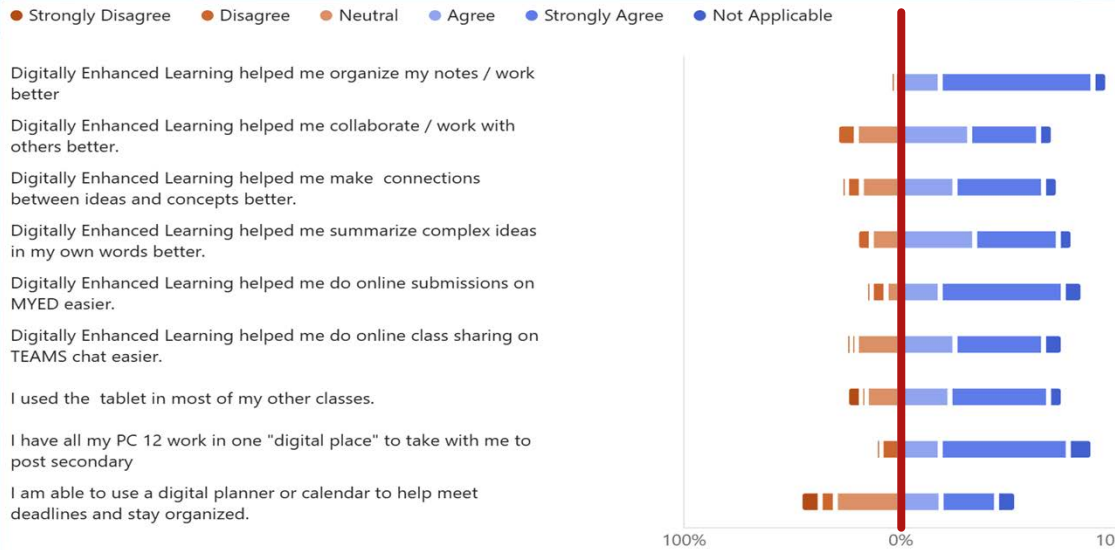
*I feel much more prepared for post secondary knowing that all of my math study sheets and notes are safely stored in one space and easily accessible. ~ Maddie*

*Yes! I was already planning on using this program for post secondary but this was a great way to be able to test it out and see how useful it really was! Based off my experience with the school iPads I know for sure that using an iPad for post secondary will be a great advantage~ Annika*

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## PREPARATION FOR POST SECONDARY



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## SUSTAINABILITY

- *Our goal is a paperless classroom positively impacting the environment and school photocopy budget.*

*"I recognize digital storage still impacts the environment, but I think it has a reduced footprint compared to paper. When making study sheets, posters, diagrams, in is easy to waste paper of you make a single mistake. With the ipads, it's easy to restart, or fix a single issue without needing a new paper/file." ~*

**Claire**

*VISUAL OF A RECEIPT FOR BUYING SCHOOL SUPPLIES \$\$\$ ... SHOW BAG FULL OF SUPPLIES AND TEXT STUDENTS NO LONGER NEED TO FILL BACKPACKS*

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## SUSTAINABILITY

● Strongly Disagree ● Disagree ● Neutral ● Agree ● Strongly Agree ● Not Applicable

Digitally Enhanced Learning is more environmentally friendly than traditional paper note-taking

I use digital school supplies (graph paper, colored pens, post-it notes etc)

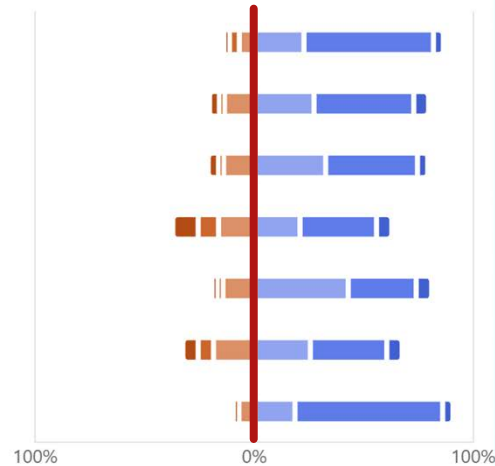
I use a digital binder with folders / tabs

I use the digital textbook.

I use digital tools (shapes, tables, rulers, calculators etc.)

I purchased less school supplies and tools by going digital (ie I saved money).

I did not need a copy of the paper notes booklet given in class.



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## INCLUSION & DIFFERENTIATION

*Student time efficiency, use of variety of visuals through student choice, learning accommodations such as talk to text, visual backgrounds etc.*

*“ Having just a iPad and pen to bring to class has made it beyond easier to have all my stuff more organized and when it’s times to study for a test the iPad is super nice because you can lasso things into a study sheet from my notes that saves me so much time, also the best parties being able to do homework in bed because after sitting at a desk all day my back hurts to go home and sit at my desk for another 4 hours so being able to do it in your bed is amazing” ~ Eva*

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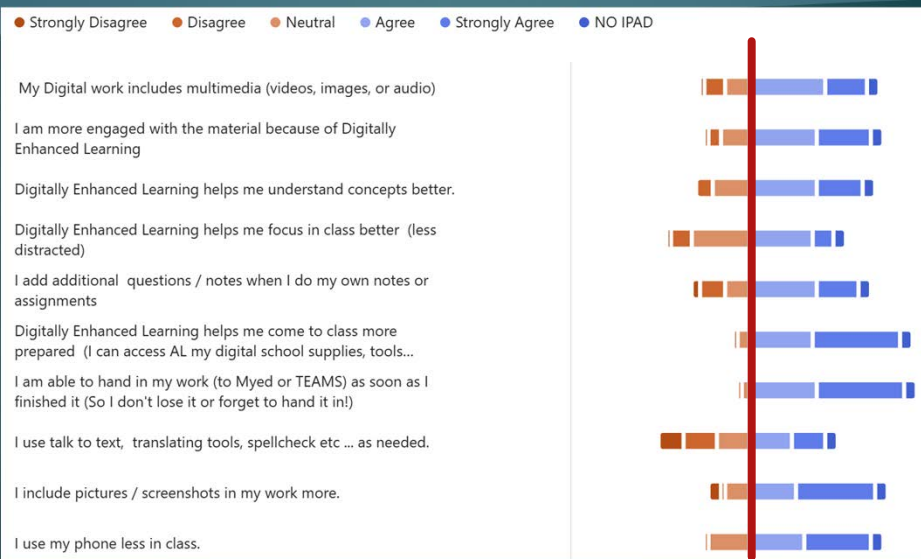
# INCLUSION & DIFFERENTIATION

*"I believe digital learning did meet my learning style better than pencil & paper, because everything is more neat and organized, which made everything easier for me. Allowing me to focus on what I am learning rather than searching for the notes in the notes booklet." ~ Jayden*

*"Being able to shrink, grow and move my notes around may be the greatest invention of the century, the amount of times I run out of room whilst taking notes dumbfounds me but with an iPad life is easy. If my other classes used iPads I'd just come to school with nothing but a apple pen and iPad, which to me speaks volumes to the utility of the iPad" ~ Noah*

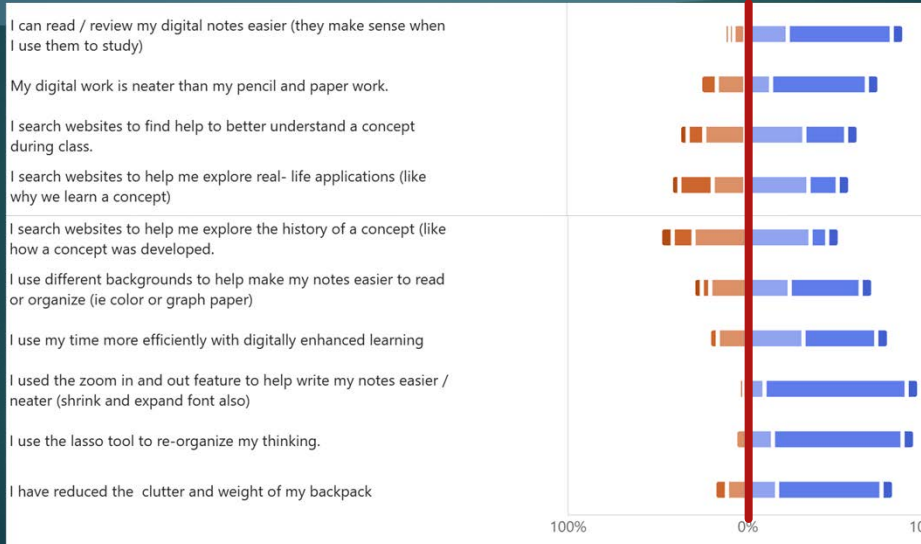
15

# INCLUSION & DIFFERENTIATION



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# INCLUSION & DIFFERENTIATION



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# ACCESSIBILITY & FLEXIBLE LEARNING ENVIRONMENT

- *Students will be able to access course curriculum at any time and in any location*
- *Students can learn in the classroom, at home and while away from school (field trips, excused absences etc)*
- *Student and Parent Access to all course materials through a teacher blog and view student work submitted through MYED BC.*

25/09	25/09	26/09	02/10
R.1	SS.1	T.1	w/s
A	A	T	A
10 pts.	20 pts.	30 pts.	15 pts.
7	15	29	
9	17.5	27.5	
6	12	28	
10	Good job showing work (calculations, graphs, mapping, and /or descriptions in words) on questions on review. Good to see some extra even questions done too.		
10	18.5	30	
9	7	30	

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# ACCESSIBILITY & FLEXIBLE LEARNING ENVIRONMENT

*“Being able to access notes virtually when away from school is much easier with digital learning. Also, taking notes and catching up on class when traveling (on the road/bus) is very easy seeing how all you need is the pen and iPad. ChatGPT has been helpful to explain complex subjects or the steps to solve problems I do not understand.”*

~ **Max**

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# ACCESSIBILITY & FLEXIBLE LEARNING ENVIRONMENT



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## OVERALL IMPACT

Rank the most important to least important reason to use devices with notetaking apps in math for you.

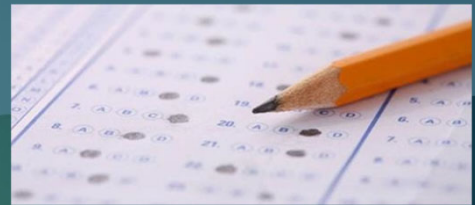


*" It has been amazing to watch students teach each other (and ME) how they can use the technology to help improve their organization and understanding. I love how engaged they are about making sense of the math they are learning. They are finding ways to use the IPAD in other classes too without teachers having to re-invent their courses."*

*~ Kim Murcheson*

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## CHALLENGES



### TRANSFER DATA & RETURN IPAD

- Transfer /Access work to a personal device by student
- Wiping the iPads for personal information so they can be signed out again.

### **BUDGET & EQUITY**

### GOING PAPERLESS... ASSESSMENT ONLINE & CHEATING

*"I didn't find cheating very easy as the test or quizzes weren't on the iPad. That being said though, I wouldn't recommend doing tests on the iPad due to potentially having quick access to cheating."*

*~ Tyson*

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## ADVICE FOR...

*Ms. Murch, other teachers, SD 71:*

*“Get every teacher on board, there is no question, this is the future of learning, my least tech savvy friend is thriving on the iPad, so if he can anyone can” ~ Noah*

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## MOVING FORWARD

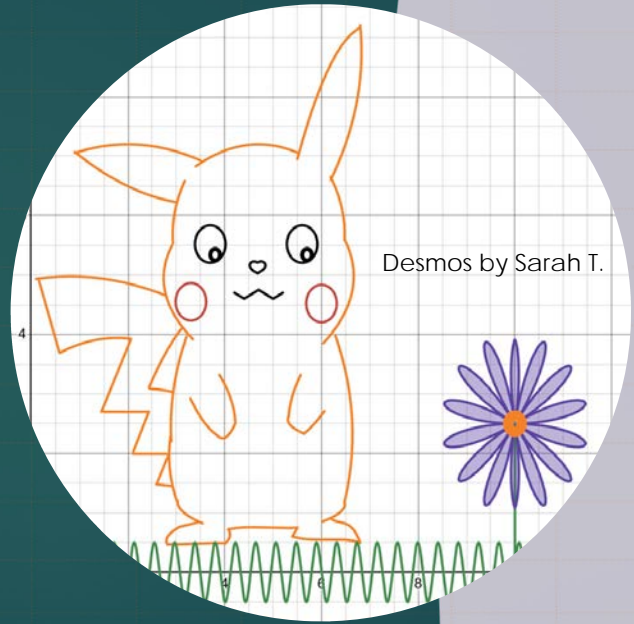
- *Sharing what we learned with other teachers/students and discovering more inclusive supports – **have already seen students using them in other classes.***
- *Learn how to use the technology in class with investigations, projects, apps, simulations. Taking advantage of **Apple Education** support more. This includes **AI!***
- *Transition to a new semester/university – students would like to purchase iPad*
- *Equity – ALL grade 12s would love to have them!*

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# THANK YOU !!!

*" I was really grateful to receive an iPad.  
It has helped me decide if it is worth  
purchasing one for University. It has also  
significantly improved my organization  
for all of my classes. I designed our grad  
hoodies on it through goodnotes!"*

*~ Claire S.*



On behalf of the PC 12 students at Isfeld AND Kim Murcheson@sd71.bc.ca

# SD#71 Accessibility Committee

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January 2025

1

WHY WE DO

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WHAT WE DO

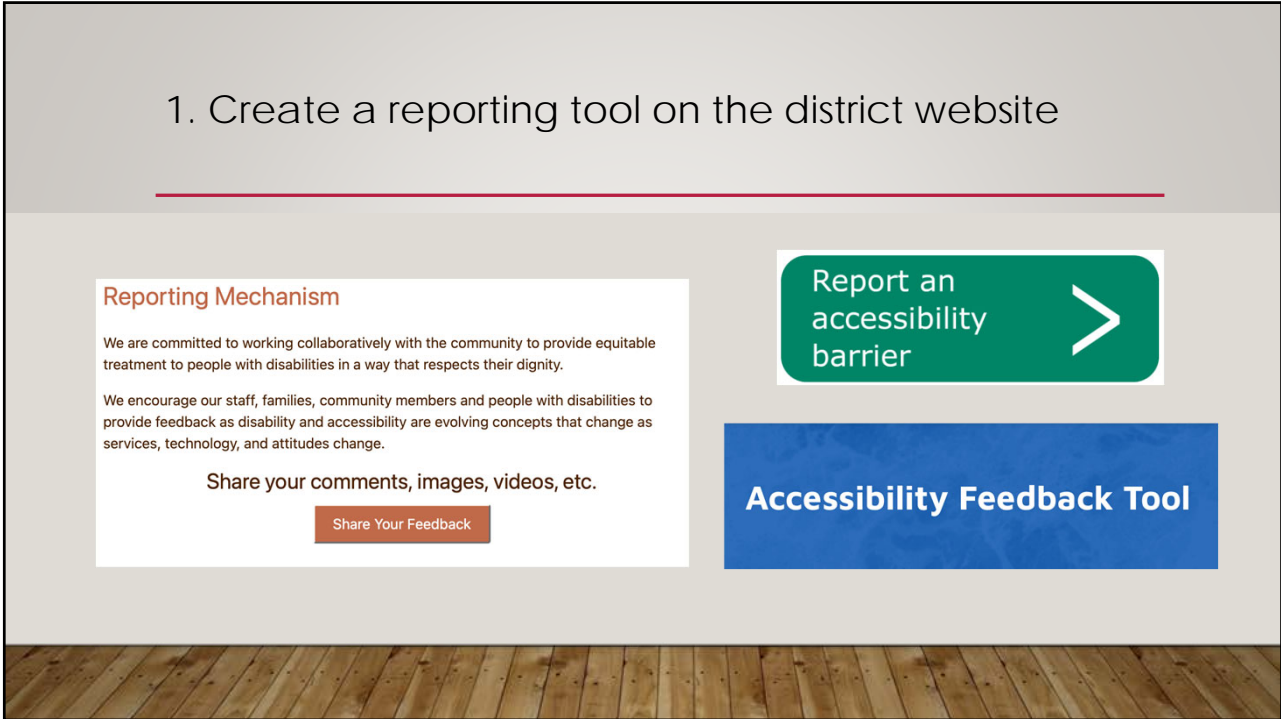
Your child may  
some times feel



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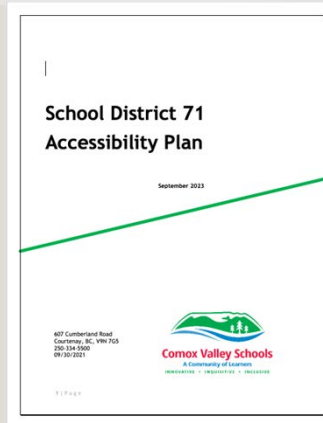


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## 2. Update our SD#71 Accessibility Plan and share on the district website

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## 3. Work with artist Melissa Kendzierski courtesy of SPARC BC

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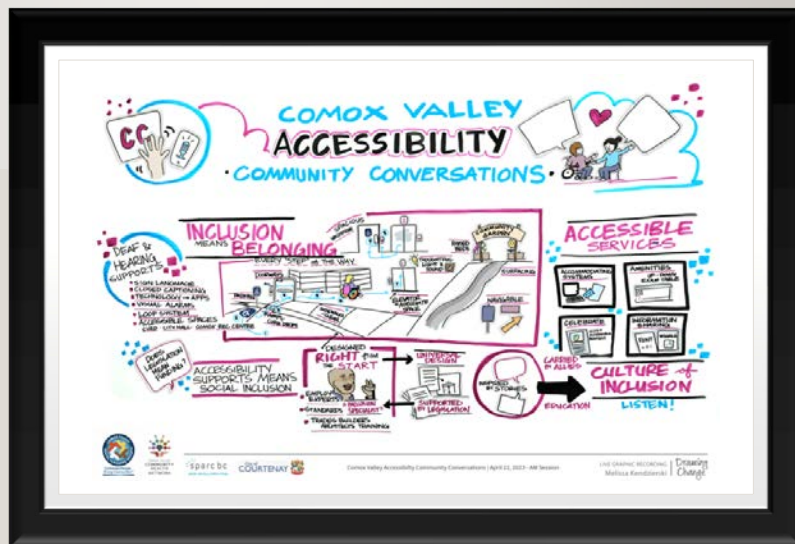
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Samples of graphic representation with Comox Valley Social Planning Committee



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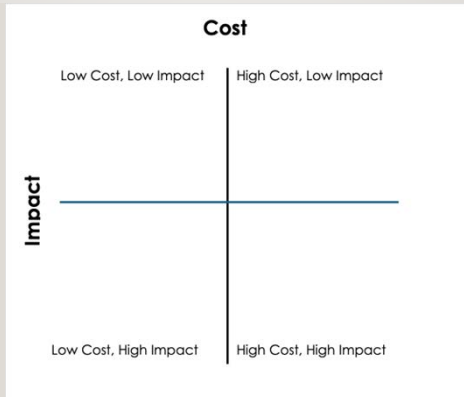
Samples of graphic representation with Comox Valley Social Planning Committee



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#### 4. Culminate our data collected from our 2024 school audits and report back to schools and District Operations

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#### Schools audited:

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- Highland
- Ecole Mark Isfeld
- G.P. Vanier
- Airport Elementary
- Queneesh Elementary
- Arden Elementary
- Lake Trail

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## STUDENT AUDITORS



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## 5. Celebrate National AccessAbility week: May 25-31, 2025

- Every year, starting on the last Sunday in May, Canadians celebrate National AccessAbility Week (NAAW). Founded as 'National Access Awareness Week' in 1988 and inspired by Rick Hansen's Man In Motion World Tour, this week is **an opportunity to celebrate Canadians with disabilities and raise awareness of the critical need for accessibility and inclusion for all in our communities and workplaces.**

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## 6. Develop a process to add to our committee.

- Currently our committee consists of:
  - 8 members, representing each of the following areas
    - Parents
    - Educators
    - Administration
    - Student (graduated)
    - Indigenous
    - Community member
    - Range of disabilities, both physical, mental health, and learning.
    - School district/community specialists
- Ministry criteria includes:
  - At least one person with Indigenous background
  - At least half the committee members must have lived experience of a being a person with a disability (or represent a disability-serving organization)

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## We are learning...

- One of our students put Sean Lamoureux in a wheelchair and had him navigate one of our high schools with this mock disability
- In working with parents and our district specialists, we know the importance of considering accessibility in our new builds (ex. The new Aspen build will have sound fields in every classroom).
- The importance of student representation... "Nothing about us without us"



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**AD HOC POLICY COMMITTEE**  
**BOARD REPORT**

**Date:** Thursday, January 08, 2025  
**Time:** 4:00 pm – 5:30 pm  
**Venue:** SBO, Meeting Room 111

**Committee Members**

**Trustees:**

Chelsea McCannel-Keene, Committee Chair  
Shannon Aldinger, Trustee

**Staff:**

Dr. Jeremy Morrow, Superintendent  
Carrie McVeigh, Secretary-Treasurer

**Regrets:** Michelle Waite, Board Chair

**Recording Secretary:** Marlene Leach, Sr. Executive Assistant

**PLEASE READ: N/A**

**ATTACHMENTS:**

- 1) **Ad Hoc Policy Committee Board Report – October 30, 2024**
- 2) **Policy 1 – Draft Foundational Statements**
- 3) **Policy 4 – Draft Trustee Code of Conduct with Appendix**
- 4) **Policy 17 – Sexual Orientation & Gender Identity**
- 5) **Policy 24 – Equity & Non-Discrimination**

**TERMS OF REFERENCE:**

**Term:** Ongoing ad hoc committee  
**Membership:** Two Trustees appointed each school year  
**Frequency:** Monthly meeting (approximately 10 per school year)  
**Nature:** Closed Meetings  
**Reporting:** The Board Report is to be presented at the first Board meeting following the Ad Hoc Committee meeting or as soon after as possible. Recommendations within the report are to be presented to the Board for approval as separate motions.

**Mandate:**

- 1) Assist the Board to fulfill obligations in Policy 2- Role of the Board (Section 5 – Policy)
- 2) Review, on a regular basis, all policies of the Board and recommend any changes
- 3) Recommend the nature and substance of any new proposed new policies
- 4) Support Superintendent and Secretary-Treasurer with development and maintenance of Administrative Procedures

**Membership:**

2 Trustees Superintendent  
Board Chair (ex-officio non-voting) Secretary Treasurer

1. **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.*

The Committee Chair welcomed committee members and called the meeting to order at 4:07 pm and recommended that the Check-In occur next on the agenda.

2. **CHECK-IN**

The Committee Chair provided an opportunity for each member to check-in with the committee.

3. **REVIEW THE REPORT TO THE BOARD – OCTOBER 30, 2024**

The committee reviewed the October 30, 2024, Ad Hoc Policy Committee Board Report.

4. **ADOPTION OF AGENDA**

**Motion:**

*THAT the Ad Hoc Policy Committee of School District No.71 (Comox Valley) receive the agenda as presented.*

[McCannel-Keene/Aldinger]

**CARRIED**

5. **OLD BUSINESS**

- A. Policy 1 – Foundational Statements** – The Secretary-Treasurer uploaded the edited document to SharePoint, and it was last modified on Nov. 22, 2024.

The committee worked together to make final edits to the policy. The Superintendent and Secretary-Treasurer will make some final edits for review by the committee to create the final draft. This policy will be brought forward to the January 28, 2024, Regular Board Meeting agenda for approval.

- B. Policy 4 – Trustee Code of Conduct with Appendix** – Edited drafts are attached.

The Secretary-Treasurer uploaded edited documents to SharePoint, for committee members to edit and comment.

All items below will be worked on at future Committee meetings.

- a) Working Draft of Policy 4 - Trustee Code of Conduct – with markup
- b) Working Draft of Policy 4 - Trustee Code of Conduct – no markup
- c) Working Draft New Simpler Version Policy 4 - Appendix A – Trustee Breaches – no markup
- d) Working Draft Policy 4 - Appendix A – Trustee Breaches – with markup
- e) Working Draft Policy 4 - Appendix A – Trustee Breaches – no markup

- C. **Policy 17 – Sexual Orientation & Gender Identity** – to be reviewed and updated at a future meeting.
- D. **Policy 24 – Equity & Non-Discrimination** – to be reviewed and updated at a future meeting.

6. **NEW BUSINESS – For a future meeting(s)**

- A. **Conflict of Interest**
- B. **Planning and Prioritization of Policies**

7. **ACTION ITEMS**

Action Items	Person(s) Responsible	Deadline
Policy 1 – Foundational Statements – make some final edits	Superintendent and Secretary-Treasurer	January 15, 2025
Policy 1 – Foundational Statements – add edits and format	Sr. Executive Assistant	January 16, 2025
Policy 1 – Foundational Statements – committee to review	Committee	January 17, 2025
Policy 1 – Foundational Statements – add Jan. 28, 2025, public agenda package	Sr. Executive Assistant	January 21, 2025

8. **RECOMMENDATIONS TO THE BOARD OF EDUCATION**

- A. *THAT The Board of Education of School District No. 71 (Comox Valley) receive the January 08, 2025, Policy Committee Board Report as presented.*

9. **FUTURE MEETING DATES**

Date and Time: Wednesday, February 05, 2025, 3:00 - 5:30 pm

10. **ADJOURNMENT – 5:40 pm**