

Comox Valley Schools

School District No. 71

REGULAR BOARD MEETING AGENDA

Tuesday, June 24, 2025
7:00 pm

A copy of the Public Board Meeting Agenda is available on the School District website at:
<http://www.comoxvalleyschools.ca>

Public Board Meetings are recorded and live streamed on the School District's YouTube channel.

Question items regarding agenda items can be submitted to boardmeeting@sd71.bc.ca.
As per Board Procedural Bylaw, questions relating to any matter connected with the business of the current board agenda may be put to the chairperson. The chairperson may respond or redirect to another board member or executive officer of the board for response.

1. Welcome

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.

2. Adoption of Agenda

Pages 1-5

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the June 24, 2025, Public Board Meeting Agenda as presented.

3. Board Meeting Minutes

Pages 6-12

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the May 27, 2025, Regular Public Board Meeting Minutes as presented.

4. Unfinished Business

A. None

5. Record of In-Camera Meeting Minutes

Pages 13

- May 27, 2025 – Regular In-Camera Meeting
- June 10, 2025 – Closed Committee of the Whole Meeting

School District No. 71 (Comox Valley) Board of Education

Vision Statement - Compassionate, connected and personalized learning for all.

Purpose Statement – To create safe, equitable learning environments that lift each learner to thrive, grow and to share their unique gifts.

6. Board Chairperson Report – Written

Pages 14-15

7. Presentations / Delegations

A. Indigenous Education - Year in Review – Presentation

Pages 16-24

Joe Heslip, Associate Superintendent and
Lelaina Jules, Acting District Principal, Indigenous Education

8. Strategic Direction

A. Learning Services

i. Superintendent District Report – Verbal

ii. NIDES 2024/2025 External Program Review Summary – Briefing Note

Pages 25-28

Jay Dixon, Associate Superintendent

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the attached May 5th, 2025, Navigate – NIDES Review Report Executive Summary and briefing note dated June 24th, 2025, as presented.

iii. 2025-26 School Fees – Briefing Note

Pages 29-36

Dr. Jeremy Morrow, Superintendent

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the attached Fee Schedules for the 2025-26 school year.

B. Business Services

i. 4th Quarter Financial Update – Briefing Note

Pages 37-40

Jennifer Nelson, Assistant Secretary-Treasurer

Motion:

THAT the Board of Education for School District No. 71 (Comox Valley) receive the Q4 Financial Update briefing note dated June 24, 2025, as presented.

ii. Anticipated Accumulated Reserve for 2024-2025 – Briefing Note

Pages 41-42

Jennifer Nelson, Assistant Secretary-Treasurer

Motion:

THAT the Board of Education for School District No. 71 (Comox Valley) receive the Anticipated Accumulated Reserve for 2024-2025 briefing note dated June 24, 2025, as presented.

School District No. 71 (Comox Valley) Board of Education

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iii. 2025-2026 Preliminary Operating Budget and Bylaw – Briefing Note
Jennifer Nelson, Assistant Secretary Treasurer

Pages 43-60

Motion 1:

THAT the Board of Education of School District No.71 (Comox Valley) give all three readings of the School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2025/2026, in one meeting.

Motion 2:

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the Annual Budget Bylaw for fiscal year 2025/2026 cited as “School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2025/2026”, being a bylaw associated with the annual budget showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$164,928,867, for the 2025/2026 fiscal year.

Read a first time this 24th day of June, 2025;

Read a second time this 24th day of June, 2025;

Read a third time, passed and adopted the 24th day of June, 2025.

iv. 2026/27 Capital Plan Summary– Briefing Note
Molly Proudfoot, Director of Operations

Pages 61-63

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) in accordance with provisions under section 142 (4) of the *School Act*, approve the proposed Five-Year Capital Plan (Major Capital Programs) for 2026/27, as provided on the Five-Year Capital Plan Summary for 2026/27 submitted to the Ministry of Infrastructure.

v. Closed Caption Television (CCTV) Annual Report – Briefing Note
Josh Porter, Director of Information Technology

Pages 64-66

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) receive the 2025 CCTV/Video Surveillance Annual Report dated June 24, 2025, as presented.

vi. 2024 PSO Climate Change Accountability Report – Briefing Note
Molly Proudfoot, Director of Operations

Pages 67-89

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the 2024 PSO Climate Change Accountability Report (CCAR) dated June 24, 2025, as presented.

School District No. 71 (Comox Valley) Board of Education

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- vii. **Safe and Active Schools Program – Briefing Note**
Molly Proudfoot, Director of Operations

Pages 90-93

Motion:

THAT the Board of Education for School District No. 71 (Comox Valley), support the initial schools identified by The City of Courtenay in their briefing note, dated May 28, 2025, being École Puntledge Park Elementary School, Courtenay Elementary School, Valley View Elementary School, for the Safe and Active School Program and, for staff to work with the City of Courtenay in the development and implementation of the SAS program.

9. Board Standing Committee Reports

- A. **Open Committee of the Whole Board Report – June 10, 2025**

Pages 94-96

Motion:

THAT The Board of Education of School District No. 71 (Comox Valley) receives the Report to the Board dated June 10, 2025, as presented.

Next Open Committee of the Whole Meeting:

TOPIC: TBD
DATE: TBD
TIME: TBD
LOCATION: School Board Office: 2488 Idiens Way, Courtenay

- B. **Ad Hoc Policy Committee Board Reports**

Pages 97-99

Chelsea McCannel-Keene, Trustee

Motion:

THAT The Board of Education of School District No. 71 (Comox Valley) receives the Report to the Board dated June 12, 2025, as presented.

- i. **Next Ad Hoc Policy Committee Meeting:**
To be determined

10. Board Business

- A. **Indigenous Education Council (IEC) - Trustee Report**

Pages 100

Susan Leslie, Trustee

- i. **Next Indigenous Education Council Meeting:**
August, 2025

School District No. 71 (Comox Valley) Board of Education

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B. 2025-2026 Board Meeting Dates – Briefing Note

Pages 101 - 102

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the schedule of Regular Board meetings for the 2025–2026 school year, as presented.

C. Student Voice in Board Governance – Briefing Note

Pages 103-104

Janice Caton, Trustee

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) direct the Superintendent to work with the District Student Council and the Board to develop a process for meaningful involvement of student voice in the work of the Board.

11. Board Correspondence

A. None

12. Public Question Period to the Board**13. Adjournment****Motion:**

THAT the Board of Education of School District No. 71 (Comox Valley) adjourn this meeting.



Comox Valley Schools
A Community of Learners

Comox Valley Schools
School District No. 71

REGULAR BOARD MEETING MINUTES

Tuesday, May 27, 2025
7:00 pm

Attendance In Person:

Trustees:

Michelle Waite, Board Chairperson
Susan Leslie, Vice Chairperson
Chelsea McCannel-Keene, Trustee
Cristi May Sacht, Trustee
Janice Caton, Trustee
Sarah Jane Howe, Trustee
Shannon Aldinger, Trustee

Staff:

Dr. Jeremy Morrow, Superintendent of Schools
Carrie McVeigh, Secretary-Treasurer
Jennifer Nelson, Assistant Secretary-Treasurer
Dr. Vivian Collyer, Associate Superintendent
Joe Heslip, Associate Superintendent
Jay Dixon, Associate Superintendent
Sean Lamoureux, Associate Superintendent
Candice Hilton, Director of Finance
Craig Sorochar, Manager of Communications
Shaun Jones, Manager of Information Technology

Regrets: None

Recording Secretary: Candace Jesson, Manager Administrative Services & Projects

1. 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.

The Board Chairperson called the meeting to order at 7:00 pm.

2. Adoption of Agenda

Pages 1-4

Motion: (RP-2025-05-27-01)

THAT the Board of Education of School District No.71 (Comox Valley) adopt the May 27, 2025, Public Board Meeting Agenda as presented.

Howe/McCannel-Keene

CARRIED

3. Board Meeting Minutes

Pages 5-12

Motion: (RP-2025-05-27-02)

THAT the Board of Education of School District No.71 (Comox Valley) adopt the April 22, 2025, Regular Public Board Meeting Minutes as presented.

School District No. 71 (Comox Valley) Board of Education

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Sacht/Leslie
CARRIED

4. Unfinished Business

- A. Build Public Childcare, CUPE Request for Support – Response**
Michelle Waite, Board Chairperson

Motion: (RP-2025-05-27-03)

THAT the Board of Education for School District No. 71 (Comox Valley) directs the Superintendent to prepare a report for the Board to explore implications and alignment of partnering in the proposed pilot, and report back to the Board with recommendations.

Sacht/Howe

CARRIED

5. Record of In-Camera Meetings

Pages 13

- April 22, 2025 – Regular In-Camera Meeting
- May 13, 2025 – Closed Committee of the Whole Meeting

6. Board Chairperson Report

Pages 14

The Board Chairperson provided the Board with their report highlighting AccessAbility Week, recent advocacy with the Minister of Education on professional learning funding, gender-based violence action plan, ferry priority boarding review, and child care funding. Gratitude was expressed for the Minister's engagement. Graduation season is underway and Pride Month is approaching in June, celebrating the theme of 'Unbreakable Pride and Unshakeable Power'. The Chairperson thanked all for their ongoing commitment and support.

7. Presentations / Delegations

- A. Special Track Meet – Presentation**

Pages 15-25

Jina Taylor, District Lead Teacher for Physical Literacy, Mat Zadvorny, Teacher and Amanda Lange, PE/Leadership Teacher

The Board received a copy of the 'Event Program' and presentation highlighting the district's 'Special Track Meet', held on May 13, 2025. Inspired by a similar event hosted by the Surrey School District, the initiative was led by Comox Valley Schools staff members Mat Zadvorny, Amanda Lange, and Jina Taylor. The inclusive event is growing in numbers celebrating students of all abilities, emphasizing inclusion, community collaboration, and physical literacy. The event featured accessible,

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activity-based stations including wheelchair races, obstacle courses, and a mini-marathon.

Trustees offered support in the expansion efforts of such an event to other districts and highlighted the value of positioning it as a learning experience for all students. Appreciation was expressed to all those who made the event possible.

8. Strategic Direction

A. Learning Services

i. Superintendent District Report – Verbal

The Superintendent acknowledged the following accomplishments as reflections of strong leadership, collaboration, and student voice throughout the district.

- National recognition for NIDES teacher Carolyn Ganga for equity-focused work with BCTF and Canadian Association of Labour Media.
- Celebrating 'Indigenous Brilliance, Knowledge & Resilience' with all students and staff through a virtual session this week with Denise Augustine.
- Glacier View students presented mental health work at a provincial Mental Health in Schools Conference.
- Over 125 students participated in the 2nd Annual Special Track Meet.
- FAe/NIDES winning the Reading Links Challenge.
- Congratulate Taelen Stuve gymnastics BC Bronze medal.
- Hornby Island's cultural exchange to Quebec City.
- Launch of graduation season, starting with Highland Secondary.
- Mark R. Isfeld raising nearly \$12,000 for the Terry Fox Foundation, placing them at the top 4 in the province and #1 on Vancouver Island.

The Superintendent also expressed appreciation to staff for their commitment during this busy time of year.

ii. Strategic Plan Update - Verbal

Dr. Jeremy Morrow, Superintendent

The Superintendent provided a verbal update, noting that over the summer school strategic plans will be finalized with a written report submitted to the Board and plans posted online in the fall. Operational goals will also be reflected on the website. Assessment criteria are in development, with year-over-year comparisons expected as part of the fall update.

B. Business Services

i. Further Budget Information and Public Consultation Review – Briefing Note

Pages 26 -31

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Jennifer Nelson, Assistant Secretary-Treasurer

The Secretary-Treasurer presented a summary of feedback received through the 2025–26 budget consultation process, including 285 survey responses and input from meetings with DPAC, IEC, and other partners. Key themes included increased support for neurodiverse learners, mental health services, equity in access, and sustainable arts programming. Most respondents favored reductions in administrative costs if funding is limited. The next draft will be presented on June 10th with the Board scheduled to adopt the preliminary budget on June 24, 2025.

Trustees identified inconsistencies between respondents' identified priorities and areas suggested for budget reduction, noting possible misalignment with the Strategic Plan. It was noted that this may reflect the diversity of respondent perspectives. There was also discussion on how to strengthen student engagement in the budget process, acknowledging that student voices are heard through other avenues, and they may not frame their input in financial terms, though their feedback often requires resource allocation.

ii. **Teacher Staffing (Contractual vs Discretionary)** – Briefing Note
Carrie McVeigh, Secretary-Treasurer

Pages 32-36

The Secretary-Treasurer outlined the 2025–26 teacher staffing plan, which includes 8.5 additional FTE due to enrolment growth, bringing total staffing to 670.15 FTE. Contractual staffing is determined by class size/composition requirements and funded primarily through the Classroom Enhancement Fund. Discretionary staffing supports such as inclusive education, curriculum leadership, and specialized areas, are guided by data and system needs. The plan reflects strategic, equitable, and fiscally responsible allocation of resources.

9. Board Standing Committee Reports

A. **Open Committee of the Whole Board Report** – May 13, 2025

Pages 37-39

Motion: (RP-2025-05-27-04)

THAT the Board of Education of School District No. 71 (Comox Valley) receives the May 13, Report to the Board dated May 13, 2025, as presented.

Howe/Leslie

CARRIED

Next Open Committee of the Whole Meeting:

TOPIC: Celebrating the 2024/2025 School Year and Final Draft Budget
2025-26
DATE: June 10, 2025

School District No. 71 (Comox Valley) Board of Education

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TIME: 7:00 pm
LOCATION: School Board Office: 2488 Idiens Way, Courtenay

B. Ad Hoc Policy Committee Board Report

Pages 40-46

Chelsea McCannel-Keene, Trustee

A revised version of Policy 1 was provided to the Board prior to adoption, reflecting a last-minute edit to a word.

Motion: (RP-2025-05-27-05)

THAT The Board of Education of School District No. 71 (Comox Valley) receives the two Reports to the Board dated April 29, 2025, and dated May 14, 2025, as presented.
McCannel/Howe

CARRIED

i. Revised Policy 1 and Policy 4

Pages 47-59

Motion: (RP-2025-05-27-06)

THAT the Board of Education of School District No. 71 (Comox Valley) adopt revised Policy 1 – Foundational Statements, as presented.
McCannel-Keene/Leslie

CARRIED

Motion: (RP-2025-05-27-07)

THAT the Board of Education of School District No. 71 (Comox Valley) adopt revised Policy 4 – Trustee Code of Conduct, as presented.
McCannel-Keene/Howe

CARRIED

ii. Next Ad Hoc Policy Committee Meeting:

Thursday, June 12, 2025

10. Board Business

A. Indigenous Education Council (IEC) - Verbal Report

Susan Leslie, Trustee

The past IEC was on the land for their capacity building sessions at the Brooklyn Creek area which included a Big House experience in the afternoon.

i. Next Indigenous Education Council (IEC) Meeting:

Tuesday, June 10, 2025, 12:00 pm – 3:00 pm

B. Gender-Based Violence Working Committee Board Report

Pages 60-62

Shannon Aldinger, Trustee

School District No. 71 (Comox Valley) Board of Education

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The committee will continue its work into 2025–26, with a final report expected by December 2025. Key findings included; gaps in understanding of terminology, outdated curriculum resources, and inconsistent processes for reporting incidents. Emphasis was placed on the need for more education for students and staff, particularly in Grades 4–7 and at the secondary level. A budget recommendation was submitted to support a dedicated district coordinator position and educator release time to advance this work.

A request was made to break down the committee’s ongoing work connected to the Terms of Reference. It was noted that the report intended to support the related budget request.

i. Next Gender-Based Violence Working Committee Meeting:

Wednesday, September 24, 2025, 8:30 am – 10:30 am

C. BC School Trustee Association (BCSTA) Annual General Meeting – Verbal Report

Trustees shared observations from the BCSTA Annual General Meeting, noting that all motions brought forward by Boards across the province were passed. It was reported that if the Minister of Education granted only one of the budget-related motions, particular attention would be given to a motion from the Surrey School District addressing errors in the education funding model. Discussion also highlighted that British Columbia continues to rank among the lowest in per-student education funding nationally.

11. Board Correspondence

A. Honorable Lisa Beare, Ministry of Education and Child Care

Pages 63-65

Michelle Waite, Board Chairperson

The Chairperson shared the district’s formal request to the Ministry of Education and Child Care to collaborate on the development of a provincial K–12 Gender-Based Violence (GBV) Action Plan. The request highlights the district’s leadership in this area, including the work of the GBV Committee, community consultations, and recent survey findings. The Board emphasized the need for a coordinated provincial framework to support consistent, trauma-informed prevention and response efforts across all districts.

12. Public Question Period to the Board

- In response to a question from DPAC regarding washroom safety and related budget allotment, it was noted that while this is not currently

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reflected in the budget, future surplus budget recommendations may include support aligned with this priority.

13. Meeting Adjourned – 8:39 pm

MOTION: (RP-2025-05-27-08)

THAT the Board of Education of School District No. 71 (Comox Valley) adjourn this meeting.

Howe/Leslie

CARRIED

Board Approved on:
June 25, 2025

Certified Correct:

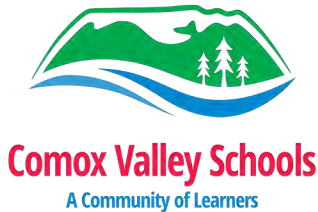
Carrie McVeigh
Secretary-Treasurer

Michelle Waite
Board Chairperson

School District No. 71 (Comox Valley) Board of Education

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Comox Valley Schools

School District No. 71
Office of the Secretary Treasurer

RECORD OF IN-CAMERA MEETINGS

TO: Board of Education **DATE:** June 24, 2025
FROM: Office of the Secretary Treasurer
RE: Record of In-Camera Meetings

RECORD PURSUANT TO SECTION 72 (3) OF THE SCHOOL ACT:

A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board.

Matters discussed and decisions reached at the Special In-Camera, Regular In-Camera, and Closed Committee of the Whole meetings held since the last such report:

May 27, 2025 – Regular In-Camera Meeting

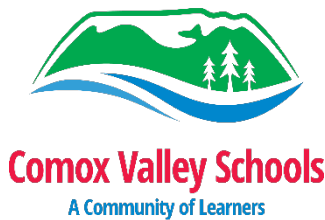
1. Receipt of and updates on governance matters, information for the Board
2. Receipt of and updates on personnel/legal matters, information for the Board
3. Receipt of and updates on land/property matters, information for the Board

The meeting was called to order at 5:30 pm and adjourned at 6:39 pm.

June 10, 2025 – Closed Committee of the Whole Meeting

1. Receipt of and updates on a business services matter, information for the Board
2. Receipt of and updates on personnel/legal matters, information for the Board
3. Receipt of and updates on governance matters, information for the Board

The meeting was called to order at 4:34 pm, recessed at 6:48 pm for Open Committee of the Whole, resumed at 9:32 pm and adjourned at 10:14 pm.



Comox Valley Schools

BOARD CHAIRPERSON'S REPORT JUNE 24, 2025

June brings with it many moments worth celebrating from our community of schools. The following are some highlights for June from Comox Valley Schools.

We honour National Indigenous History Month by recognizing the rich history, heritage, resilience, and diversity of First Nations, Inuit, and Métis peoples. June 21 is National Indigenous Peoples Day, and we hope you find an opportunity to participate, learn, and celebrate; whether in your own way or at one of the events in our community.

June is also Pride Month—an opportunity to reinforce, through education and action, our commitment to diversity and to celebrating our 2SLGBTQAI+ community.

On June 12, we presented to the BC Government's Select Standing Committee on Finance and Government Services on behalf of Comox Valley Schools. Our advocacy focused on the need for an overall increase in funding for public education. We asked the Committee to recommend bold, legacy investments in public education in the 2026 budget. Despite broad recognition of its importance, the financial foundation of BC's public education system is eroding. In 2001–02, BC school districts received 15.49% of the provincial budget. By 2023–24, that figure had dropped to 7.97%. BC now ranks near the bottom nationally for K–12 spending relative to GDP. While per-pupil funding has increased slightly, inflation has outpaced those gains, leaving districts under unsustainable financial pressure.

We emphasized that this isn't just about balancing budgets, it's about student outcomes and equity of opportunity. Without sustainable funding that meets today's realities, our schools risk becoming places of triage rather than learning. Our strategic plan focuses on the core competencies of learning, equity, reconciliation, and inclusion, but these priorities require resources. Districts have become adept at doing more with less, but we have reached the limit. Further stretching and reallocating will compromise student outcomes and staff well-being. Educators are experiencing occupational fatigue as they are asked to do more without adequate support.

We asked the Committee to imagine what meaningful investments could achieve: smaller class sizes, more Educational Assistants, expanded mental health services, stronger early learning interventions, and modern, inclusive learning environments that meet the needs of every child. It's time to turn recognition into action, for today, and for future generations – through bold investment in public education.

June is traditionally a time in our schools to acknowledge and celebrate a year of exploration, learning, and growth. It is also “grad season,” when we honour students as they transition from one stage to the next, culminating in our Grade 12 graduation ceremonies. We’ve already celebrated ceremonies at Highland Secondary, NIDES, Nala’atsi, Mark R. Isfeld Secondary, and Glacier View, with G.P. Vanier’s event scheduled for June 25. Each ceremony is unique, but all share a common spirit of celebration and pride as we acknowledge each graduate’s journey.

It takes a village to raise a child, and it takes every employee in our district to educate, support, and help make these graduation events possible. Thank you to each and every one of you and congratulations to the Class of 2025!

Over the past year, we’ve continued to implement our Strategic Plan across schools, departments, and the Board. We’re excited to move forward with the parameters and pathways that will ground and guide our collective work in the years ahead.

It has been a remarkable school year. Heartfelt thanks to everyone who volunteered, supported, and worked collectively on behalf of students in the Comox Valley School District. To those retiring or moving on to new opportunities, thank you for your positive contributions. To those continuing, including the many working through the summer, we look forward to building on our shared work together.

Thank you for your continued interest in, and commitment to, the Comox Valley Schools community.

Gilakas’la,
Michelle

Indigenous Education - Year in Review

Comox Valley – June 24, 2025



**INDIGENOUS
EDUCATION**



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

Acknowledgement of Territory

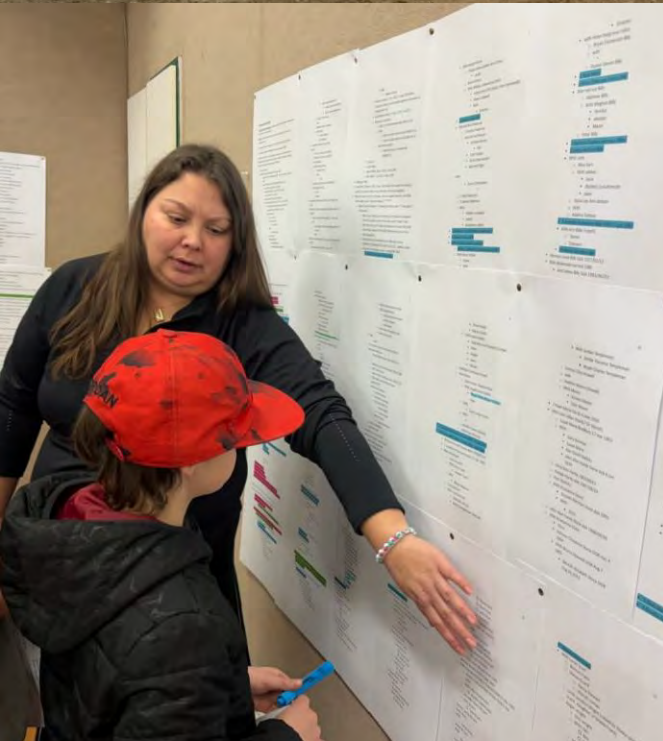


We humbly acknowledge that SD71 operates on the Traditional, Ancestral, Unceded Territory of the K'ómoks First Nation. Further Acknowledging and respecting the unique History, Culture, and relationship with the land of the Pentlatch, E'ik^wsən eeksun, Sahtloot, and Sasitla people who have been here since time immemorial and who are still here.

Photo Credit: Lelaina Jules- ʔak^wapiqa, ʔišk^wiʔaqsup



Students at the Center, Always



Relationship



Year of Empowerment

Building Collective Responsibility

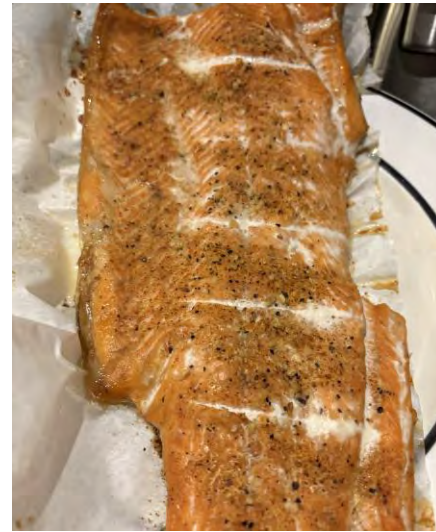


Year of Transition - Respect





Year of Truth and Action



Looking forward- “homework”



When was the last time
you were in ceremony?
(Spiritual)



Who is your Elder?
(Emotional)



Can you speak over 10 words in
the languages of the land you
work on? (Intellectual)



Experiential Learning

- Sweat Lodge
- Spirit Bath
- Medicine
- Local Protocols

**Relationship
Responsibility
Respect
Reciprocity
Action**

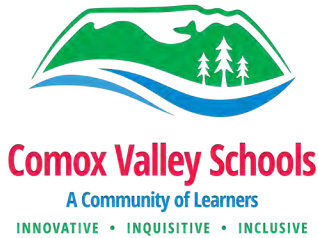
Gilakas'la čεčεhaθεč

Lelaina.Jules@sd71.bc.ca

Joe.Heslip@sd71.bc.ca

& the Entire INED Department and Community





Comox Valley Schools

School District No. 71
Office of the Superintendent of Schools

BRIEFING NOTE

TO: Board of Education **DATE:** June 24, 2025
FROM: Jay Dixon, Associate Superintendent
RE: North Island Distance Education School (NIDES)
 2024-2025 External Review - Executive Summary

Purpose

This briefing note provides an update on NIDES district program review that was initiated during the 2024 - 2025 school year.

Background

NIDES is the largest public Provincial Online Learning School (POLS-P) in British Columbia, currently serving over 2900 FTE (approximately 15,000 individual K–12 students). It offers a wide range of online programs, both locally and across the province, and has more than 50 partner initiatives.

Given its scale and provincial reach, NIDES plays a significant role in delivering flexible and personalized learning options across B.C. In October 2024, staff initiated a review of the school's operations to support a clearer understanding of its functions and, to inform future planning within the district context. The external review took place between December 2024 and April 2025 by consultant, Karen Fello. Karen has extensive experience, including with the Ministry of Education and Child Care and as Principal of South Island Distance Education School (SIDES).

Strategic Plan Alignment

The delivery of online learning through NIDES aligns closely with the Comox Valley Schools Strategic Plan and supports the Board's commitment to equitable, innovative, and student-centered education.

As the largest public online learning school in B.C., NIDES extends the district's reach by providing flexible, accessible learning opportunities to students across the province. This directly advances strategic priorities such as personalized learning, inclusion, and student agency. The school's ability to serve diverse learners, including those in rural and remote communities, reinforces the Board's vision of a responsive and future-ready education system.

The ongoing review of NIDES reflects the Board's role in ensuring that district programs are aligned, accountable, and positioned to meet evolving educational needs.

Update

Over the coming year, the NIDES leadership team, in collaboration with district staff, will continue to review the recommendations outlined in the recent report. This process will involve thoughtful discussion, planning, and alignment with district priorities. The team will explore practical strategies for implementation, that support both operational effectiveness and student success.

Recommendation:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the attached May 5th, 2025, *Navigate – NIDES Review Report Executive Summary* and briefing note dated June 24th, 2025, as presented.

Respectfully submitted,

Jay Dixon

Jay Dixon, Associate Superintendent

Navigate – NIDES Review Report

Executive Summary

Navigate – NIDES is a B.C. K – 12 public Provincial Online Learning School (POLS-P) that offers a variety of programs locally (in the Comox Valley) and throughout the province. It is the largest public Provincial Online Learning school in the province and is projected to serve over 16,000 students for the 2024-25 school year. The size of the school and the reach of its associated partner programs (more than 50 programs located across B.C.) create many unique opportunities, responsibilities, and challenges. Navigate – NIDES is part of School District #71 – Comox Valley (SD 71).

Navigate – NIDES and SD 71 have acknowledged an historical disconnect between school and district which is quite typical within the public Online Learning School landscape in British Columbia. Both the leadership of Navigate - NIDES and the district leadership team have expressed a desire to come to a shared understanding of the operational requirements of the school and the role of the school within the district context. In October 2024, the leadership team in SD 71 requested a review of Navigate – NIDES and its operations within the District in an effort to support that shared understanding.

Findings:

The review focussed on District / School Operations, Navigate – NIDES Program Offerings, School Operations (Registration), Program Supports, and Partner Programs. In general, five themes emerged from the review.

1. Communication

Historically, the school's operations have taken place in a degree of isolation from general district operations. This is not unique to SD 71; it has been a common theme throughout the province. This has resulted in challenges, particularly in terms of goal / growth alignment, as there has not been a regular process of collaborative planning between the district and the school.

2. Change management

Significant changes have impacted both the school and the district, including leadership changes and new provincial policies and operational requirements (Provincial Online Learning School processes, Accountability and Quality Assurance requirements, and learning management system requirements).

3. Capacity issues

Capacity was a concern expressed by most parts of the organization. School growth, operational considerations (in particular, registration requirements and continuous entry and exit of students from courses), provincially imposed changes, managing large numbers of staff, students, and programs at a significant distance, and shifts in student profiles and supports have added to the workload of staff members in all areas of the school. Understanding the disconnect between a system that funds full-time equivalent numbers (number of courses) rather than head-count numbers (number of students) is an important part of this issue.

4. Partnerships

Navigate – NIDES has many partners around the province, and management of these partnerships presents the school and the district with some challenges.

5. Program maintenance

As Navigate – NIDES has worked to provide exemplary service to students while simultaneously managing the changes noted above, there has been insufficient time and resources available for continuous online course development and maintenance. In addition, some aspects of the blended learning programs have changed and would benefit from review.

Recommendations

The expressed desire of both the district and the school leadership teams to come to a place of common understanding, and the subsequent undertaking of the program review, are significant steps toward addressing the issues identified in the review process. Intentional communication and shared planning will be invaluable in establishing a sustainable growth model that addresses the capacity concerns expressed at both the district and school levels. It will also support a shared understanding of the complexities of staffing and supporting an online learning school that has different operational rules or requirements from those of an in-person school.

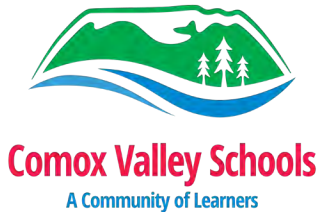
The school should be supported by the district in undertaking a review of its programs and course offerings to ensure that Navigate – NIDES' reputation for educational innovation and supporting student success continues. This should include reviewing online programs, blended programs, and partner programs to ensure that the programs continue to provide the intended opportunities to students. Additionally, the school should review its organization for operational efficiencies and adjust as necessary to address capacity concerns.

Partner programs should also be reviewed specifically to ensure that management requirements are met. This includes staffing considerations, physical location requirements, program requirements, provincial (Ministry) requirements, partnership agreements, and administrative load.

Conclusion

Navigate – NIDES has a successful history of supporting students through educational innovation, and the school has provided many students and families with much appreciated opportunities for unique educational experiences. However, continuing to grow the program and manage the changes and challenges that will inevitably come is not sustainable without a shared vision within the context of the school district and the parameters of the public school system. It is important to engage in collaborative planning between the district and the school and to encourage the understanding and trust that grows from a shared sense of purpose and shared goals.

The administration and staff of Navigate-NIDES are dedicated to their students and want the best for them. Staff members in all roles talked about the importance of their work with students and of their desire to make sure that the students' needs were met and that their educational opportunities were the best they could be. The complexity of processes and rules governing Online Learning in the province of B.C. present challenges that are unique to Online Learning, but every school has its challenges. What is key is accurately identifying the causes of the challenges and finding effective ways to manage them in collaboration with the district.



Comox Valley Schools

School District No. 71
Office of the Superintendent of Schools

BRIEFING NOTE

TO: Board of Education **DATE:** June 24, 2025
FROM: Dr. Jeremy Morrow, Superintendent
RE: School Fees 2025-2026

Purpose

To present the 2024–2025 School Fee Schedules for board information and confirmation of alignment with Section 82 of the BC School Act.

Strategic Alignment

Ensuring transparency around school fees and proactively addressing financial hardship aligns with the Board's commitment to inclusive, student-centered practices that prioritize well-being and equitable access to learning opportunities.

Background

As per the School Act Section 82 (6), which states:

A board must publish a schedule of the fees to be charged and deposits required and must make the schedule available to students and to children registered under Section 13 and to the parents of those students and children before the beginning of the school year.

Find attached the Fee Schedules for those schools that are charging fees next year.

In addition to the fee schedule districts must also ensure that each of the sites which are charging fees has a Financial Hardship Policy. (See applicable School Act). Sections 82.4, 82 (3), 82.1 (4), 82.2, 82.3 and 82.31 (3) apply only to a board that has established policies and procedures to facilitate participation by students of school age ordinarily resident in British Columbia who would otherwise be excluded from the course, class or program because of financial hardship.

The following is a Hardship Policy, which is on all school websites and has been communicated to parents.

No student will be denied the opportunity to participate in a course and/or activity associated with a course or specialty program in which they are enrolled because of financial hardship.

1. Parents/guardians and/or students should contact the principal in order that confidential, respectful, and discreet arrangements can be made to ensure that a student is not denied an opportunity to participate in a course, program, or activity.
2. Principals have a responsibility to ensure that students are not excluded from a course, class, program, or activity due to financial hardship. Principals will ensure that such cases are handled in a confidential, respectful, and discreet manner.
3. Any decision to refuse financial assistance may be appealed to the Assistant Superintendent.
4. All procedures to determine financial hardship will follow the Freedom of Information and Protection of Privacy Act legislation.

Analysis

For the coming school year, the secondary student fee will be paid by the school district using the Student and Family Affordability Fund, to help offset increasing global inflation costs for parents and families in the district. Glacier View will receive the same funding for their graduation fees.

Recommendation

THAT the Board of Education, School District No. 71 (Comox Valley) approve the attached Fee Schedules for the 2025-2026 school year.

Respectfully submitted,

Dr. Jeremy Morrow

Dr. Jeremy Morrow
Superintendent of Schools



HIGHLAND SECONDARY

750 Pritchard Road Comox, BC V9M 3S8 T. 250.339.5525 | F. 250.339.0832 www.HIGHLANDSECONDARY.ca

2025-2026 School Year

Fee	Amount	Description
Grad Fee	\$100.00	Rental, gowns, set up
Student Fee	\$25	Guest speakers, special events
Athletics Fee(general)	\$35 for 8/9 \$45 for Jr \$50 for Sr	Supplement cost of tournaments registration, referee, uniforms and special equipment
Enter 2 Fee	\$100	Supplemental materials, cost of additional programming.

Principal

Date:

Pac President

Date:

Hardship Policy

Financial Hardship

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4. All procedures to determine financial hardship will follow the *Freedom of Information and Protection of Privacy Act* legislation



École Secondaire Mark R. Isfeld Secondary School

School Fees for 2025-2026

As per section 82 (Fees and Deposits) of the School Act please note the following:

Fee	Amount	Description
Student Fee	\$25.00	Leadership activities, fine art performances, career planning
Graduation Fee	\$125.00	Graduation activities, ceremony rentals and costs, ceremony photos and graduation memento
Optional Fee		
Yearbook	\$50.00	Cost of the yearbook
Athletic Fee	\$25.00	Athletic banquet, partial costs of referees, medical supplies, uniform replacement

We, the École Secondaire Mark R. Isfeld Secondary PAC, ratify the attached fees for 2025-2026.

Brian McAskill, Principal

Date: May 27/25

Jennifer Fisher, PAC President

Date: June 4/25



Georges P. Vanier Secondary School

4830 Headquarters Road, Courtenay, BC V9J 1P2

School Fees for 2025 - 2026

As per section 82 (Fees and Deposits) of the School Act please note the following.

Fee	Amount	Description
Student Fee	\$25	Leadership activities, student recognition, fine art performances, career planning
Graduation Fee	\$125	Facilities rental, dinner, entertainment, commencement photo
Course Fee Adventures in the Outdoors	\$150	Cost of field trips and overnight stays
Course Fee Aspire to Action	\$300	Cost of field trips and overnight stays
Program Fee Explore	\$850	Cost of field trips and overnight stays
Optional Fees		
Yearbook	\$60	Cost of the yearbook
Senior Mathematics	\$10	Graphing Calculator rental fee
Athletics	varies	Tournament fees, partial costs of referees, travel etc.
Fine Arts	varies	Band and Drama trips, travel, accommodation etc.
Tech Ed.	varies	Base projects have no cost. Costs for materials used beyond base level.

We, the Georges P. Vanier Secondary PAC ratify the attached fees for 2025-2026. The school and district have a hardship policy that supports students wanting to participate in these activities, and struggle to cover the fees.

Financial Hardship

No student will be denied the opportunity to participate in a course and/or activity associated with a course or specialty program in which they are enrolled because of financial hardship.

1. Parents/guardians and/or students should contact the principal in order that confidential, respectful, and discreet arrangements can be made to ensure that a student is not denied an opportunity to participate in a course, program, or activity.
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3. Any decision to refuse financial assistance may be appealed to the Assistant Superintendent.



Georges P. Vanier Secondary School

4830 Headquarters Road, Courtenay, BC V9J 1P2

4. All procedures to determine financial hardship will follow the *Freedom of Information and Protection of Privacy Act* legislation.

Julie Shields, Principal

June 6, 2025

Date

Jenniieve McRae-King, PAC President

June 6/25

Date



June 3, 2025.

To: Comox Valley School Board Trustees

Re: *Request for Fees - Fine Arts eCademy (FAe)*

We request the continuance of our annual fee structure for the Fine Arts eCademy program held at our Tsolum Campus.

The FAe program is a program of choice within the Comox Valley School district. We are a blended learning, fine arts focused program serving students from Kindergarten - Grade 7. All of the curriculum covered during our face-to-face days is taught through the lens of the arts. Students work independently and collaboratively on art projects throughout the year. We propose a fee of \$200 per student for the first 2 students in a family and a fee of \$100 for each additional student from the same family. The FAe fees cover the following items:

- All school supplies
- High quality supplies for all our art projects
 - Specialized clay, oil paints, canvas, brushes
 - Instruments to support the music program
 - Costuming for drama performances
- Guest speakers/presenters for SPARK time
 - Opportunities for students to experiences the 4 pillars of the arts with guest presenters and experiences
- Exploration week activities in the community
 - Art classes, yoga, pottery, dance classes, drumming, weaving,

Dance, drama, visual arts, music

The fees support the extra expenses incurred for the additional programming at FAe that provides a unique opportunity for families in School District #71.

Sincerely,

Gerald Fussell, Ed.D. (he/him)
Principal,
[Navigate powered by NIDES](#)

Kala Bishop,
PAC Chair.
[Navigate PAC \(google.com\)](#)



Glacier View
Secondary Centre

241 Beecher Dr.
Courtenay, BC V9N 3Y4
Ph: 250-338-2752
Fax: 250-338-6132

2025-2026 School Year

Fee	Amount	Description
Grad Fees	\$25.00	Location rental, grad hats, etc
School Fees	\$25.00	School supplies

Principal

ABaker

Date: June 4, 2025

Pac President

Kerry Rose

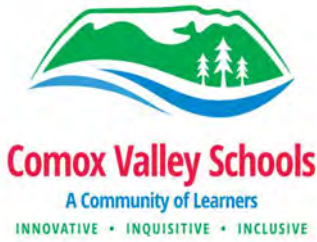
Date: 04 JUNE 2025

Hardship Policy

Financial Hardship

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3. Any decision to refuse financial assistance may be appealed to the Assistant Superintendent.
4. All procedures to determine financial hardship will follow the *Freedom of Information and Protection of Privacy Act* legislation.



Comox Valley Schools

School District No. 71
Office of the Secretary Treasurer

BRIEFING NOTE

TO: Board of Education **DATE:** June 24, 2025
FROM: Carrie McVeigh, Secretary Treasurer
RE: Quarter 4 Financial Update – 2024-25 Amended Annual Budget

Purpose

The intent of this report is to provide the Board with a fourth quarter financial update comparison to the 2024-25 amended annual operating budget.

Background

At the February 2025 Regular Board Meeting, the Board approved the 2024-25 Amended Annual Budget which was prepared in accordance with the Ministry of Education and Child Care (MECC) instructions.

Discussion

This financial report provides an update of the projected changes to operating revenue and expenditures included in the 2024-25 Amended Annual Budget. The projections are based on actual expenditures to May 31, 2025, known funding and expenditure information and anticipated changes as of June 17, 2025. Considerations and details are described in Appendix A.

Annual Revenues received from the Ministry of Education and Child Care (MECC) are adjusted once February and May enrolments are confirmed through the recalculated grants.

Funds budgeted in certain accounts that are unspent at the end of the year carry forward to future budget years. During the Annual and Amended Budget Process, the Board will consider the availability of accumulated operating surplus funds and the allocation of those funds between internally restricted surplus and unrestricted surplus (including contingency funds) as described and outlined in Policy 18.

The fourth quarter projections anticipate a \$4.48M operating surplus for the 2024/25 school year.

Internally Restricted Surplus:

Although internal surplus restrictions will be considered at a future date when the year-end audit is complete, it should be noted that in order to prepare for the upcoming school year the following items will need to be prioritized to ensure adequate funding for Teacher staffing and Educational Assistant (EA) supports based on known enrolment to date.

Online (NIDES) Teacher Staffing

Revenues related to increased online learning enrolment in February and May must be restricted to fund the staffing requirements in 2025/26. Although funding for students enrolling later in the school year is received and recognized in the current fiscal year financial statements, these students continue to require instruction in the upcoming school year. Therefore, the associated staffing costs will require funding through a surplus restriction at year end. February and May enrolment amounted to additional revenue in the 2024/25 school year of which a significant portion will need to be carried forward to 2025/26.

Additional Educational Assistant (EA) Support

There is an unprecedented number of designated kindergarten students entering the district requiring EA support in 2025/26. This information was not available during the enrolment projection and preliminary budget development time of year and is difficult to predict. In order to ensure adequate supports are in place for September, a number of additional temporary EA positions will be required. A portion of the funding for these temporary positions will require a surplus restriction and will be based on a portion of the unfilled positions in 2024/25 contributing to the yearend surplus.

Strategic Alignment

Providing the quarter 4 Financial update aligns with the Boards Strategic Plan Value of **INTEGRITY**, by upholding high ethical standards through transparency, honesty and accountability.

Recognizing and the need to provide adequate Teacher staffing for online learners aligns with the Boards Strategic Plan Value of **LEARNING**, centering learning in all that we do.

Ensuring adequate Educational Assistant (EA) support is in place for September aligns with the Boards Strategic Plan Value of **SAFETY**, learning communities where all feel safe and belong. As well as the design principal of **INCLUSION**.

Recommendation

THAT the Board of Education for School District No. 71 (Comox Valley) receive the Q4 Financial Update briefing note dated June 24, 2025, as presented.

Respectfully submitted,

Carrie McVeigh

Carrie McVeigh
Secretary Treasurer

OPERATING FUND UPDATE - Q4

As at May 31, 2025

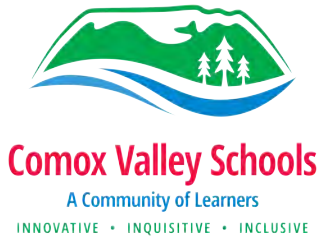
	2024-25 AMENDED ANNUAL BUDGET	2024-25 ACTUAL Revenues & Expenditures to May 31st	2024-25 PROJECTED Revenues & Expenditures to June 30th	2024-25 PROJECTED Revenues & Expenditures for the year	VARIANCE from Amended Annual budget	
OPERATING FUND						
REVENUE						
Provincial Grants						
Ministry of Education	125,378,372	113,819,676	14,303,479	128,123,155	(2,744,783)	1
Other	197,600	158,080	39,520	197,600	-	
Tuition	3,176,750	3,517,664	(272,000)	3,245,664	(68,914)	
Other Revenue	629,117	887,040	78,000	965,040	(335,923)	2
Rentals and Leases	170,000	191,941	11,595	203,536	(33,536)	3
Investment Income	690,000	802,868	11,098	813,966	(123,966)	4
TOTAL OPERATING REVENUE	130,241,839	119,377,269	14,171,692	133,548,961	(3,307,122)	
EXPENSES						
Salaries						
Teachers	52,303,040	47,480,925	5,501,008	52,981,933	(678,893)	
Principals/Vice-Principals	7,031,214	6,459,360	581,890	7,041,251	(10,037)	
Educational Assistants	8,540,663	7,168,351	786,764	7,955,115	585,548	5
Support Staff	11,959,926	10,223,527	977,246	11,200,773	759,153	6
Other Professionals	4,990,403	4,396,732	422,430	4,819,162	171,241	
Substitutes	4,447,468	4,094,832	479,981	4,574,814	(127,346)	
Total Salaries	89,272,714	79,823,728	8,749,319	88,573,048	699,666	
Employee Benefits	22,574,946	21,082,197	1,930,826	23,013,023	(438,077)	
Total Salaries and Benefits	111,847,660	100,905,926	10,680,146	111,586,071	261,589	
Services and Supplies						
Services	4,970,178	3,736,551	1,020,172	4,756,723	213,455	
Student Transportation	3,011,326	2,209,190	694,000	2,903,190	108,136	
ProD and Travel	1,122,173	917,932	160,864	1,078,796	43,377	
Rentals & Leases	234,000	214,050	29,459	243,509	(9,509)	
Dues and Fees	110,000	85,344	9,483	94,827	15,173	7
Insurance	263,915	253,069	1,500	254,569	9,346	
Supplies	6,018,791	4,711,981	1,053,215	5,765,196	253,595	
Utilities	2,499,500	1,534,844	689,783	2,224,627	274,873	8
Total Services and Supplies	18,229,883	13,662,961	3,658,476	17,321,437	908,446	
TOTAL OPERATING EXPENSES	130,077,543	114,568,887	14,338,621	128,907,508	1,170,035	
Surplus Appropriation	2,095,704	2,095,704		2,095,704	-	
Transfer to Local Capital	(1,885,000)	(1,885,000)	-	(1,885,000)	-	
Tangible Capital Assets Purchased	(375,000)	(39,840)	(335,160)	(375,000)	-	
OPERATING SURPLUS (DEFICIT)	\$ -	4,979,247	(502,089)	4,477,157	4,477,157	9

Variances from budget greater than 5% are explained on following page.

Results may vary from actual.
Each successive projection will be more reliable as the period being projected becomes shorter and there is more time spent understanding the underlying reasons for emerging trends.
For information purposes only.

APPENDIX A - SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
OPERATING FUND - YEAR END PROJECTION
As at May 31, 2025

- 1 Ministry of Education February and May Online Learning Enrolment Count increases and adjustments to February Inclusive Education Enrolment higher than budgeted. Teacher salaries and benefits increased accordingly to meet the additional online enrolment.
- 2 Other Revenues are exceeding the value in the amended budget. This is mainly due to course delivery recoveries at NIDES including SD#92 NISGA'A, BC Parks Grants, sales of used equipment and other miscellaneous grants.
- 3 Rental and Lease revenue is higher than anticipated, further analysis to be completed during the 2025-26 amended budget process.
- 4 Investment income is exceeding the value in the amended budget as interest rates have not declined as quickly as predicted to ensure that changes to the annual budget were softened.
- 5 Education Assistants salaries are under budget due to the number of daily unfilled EA positions, some employees on leave and unfill throughout the school year.
- 6 Support staff salaries are under budget due to employees on leave and unfilled positions.
- 7 Dues and Fees are projected to be underspent as some dues were paid in advance of this school year.
- 8 Utilities expenses are projected to be less than budgeted due to anticipated energy savings resulting from the continuous optimization projects and Ministry Digital Service recovery surplus.
- 9 Estimated 2024/25 annual operating surplus at May 31, 2025 is approximately \$4,477,157. In addition, it is anticipated that the District will be able to maintain the Board's contingency reserve as described in Policy 18.



Comox Valley Schools

School District No. 71
Office of the Secretary-Treasurer

BRIEFING NOTE

TO: The Board of Education **DATE:** June 24, 2025
FROM: Carrie McVeigh, Secretary-Treasurer
RE: **2024/25 Accumulated Operating Surplus (Reserve) and Anticipated Internally Restricted Funds**

Purpose

The Board of Education is responsible for ensuring the District is protected financially from extraordinary circumstances which would negatively impact school district operations and the education of students. A key strategy in the Board's fiduciary duty is maintaining an accumulated operating surplus (reserve) which shall be used to mitigate any negative impact on students.

Background

The Board Policy Handbook, Policy 18 Accumulated Operating Surplus and Internally Restricted Funds states that the amount of Unrestricted Operating Surplus at the end of a fiscal year should be a minimum of 1.5% and maximum of 3% of actual Operating Expenses in the fiscal year. The Unrestricted Operating Surplus is also known as the accumulated operating surplus (reserve) built up in the School District's Operating fund that has not been designated for specific uses.

The annual operating surplus is the amount by which a fiscal year's operating revenue exceeds the same fiscal year's operating expenses and interfund transfers. The actual results will differ from the budgeted results.

The policy describes the three categories under which the Board may motion to designate internally restricted funds:

1. Restricted Due to the Nature of Constraints on the Funds – i.e. special purpose, contractual obligations or targeted funds
2. Restricted for Anticipated Unusual Expenses Identified by the Board – i.e. staffing needs, specific projects, emerging events or strategic initiatives
3. Restricted for Operations Spanning Multiple School Years – i.e. future year operations (for a defined timeline), school and department surplus/carryforwards, projects (both operating and capital), technology, educational initiatives that span multiple years, and PO commitments.

Analysis

The Quarter 3 & 4 Financial Update has projected that the District will end the fiscal year in a surplus position. If the actual fiscal results produce a surplus staff will prepare the draft 2024-25 financial statements with reserve allocations based on current Ministry, Board, annual budget and strategic

directions. The amounts and allocations above are yet to be determined, will change and will depend on actual revenue and expenses recorded in the June 30, 2025 fiscal year end.

Effort will be made to ensure that the reserve is maintained and restrictions will fall within the three described categories. Trustees will have the opportunity to review and amend the reserve allocations prior to the finalization and adoption of the June 30, 2025 Financial Statements in September.

At this point in time, the following has been identified for one-time support when and if funds are available:

- Restricted/targeted funds carried forward to next year
- Carry forward projects and purchase order commitments
- Additional Teacher staffing – Online Learning NIDES (carry forward of additional February and May enrolment revenue to support 2025/26 Instruction)
- Additional Educational Assistants (carry forward a portion of unfilled/surplus to fund temporary positions in 2025/26)
- Hornby Island School 7/8/9 Pilot Project – Year 2
- Primary Learning Community Demonstration Program
- Other Contractual Obligations – Transition, Capacity Building, Succession Planning
- Strategic Planning Initiatives – Professional Learning
- Municipal Commitments – shared community asset renewal (Local Capital)
- Accessibility Initiatives – Initiate annual reserve transfer (Local Capital)
- Equity, Diversity & Non-Discrimination staffing
- Classroom Literacy Instruction K-3 Implementation (Year 1 funded by grant. Year 2 & 3 funded by surplus restriction)
- Additional programs and infrastructure to support student safety
- Miscellaneous equipment – Not funded by Local Capital
- Other potential liabilities

Strategic Alignment

All the above items are in alignment with the strategic plan and support the ongoing work to embed the values and design principles in all that we do.

Recommendation

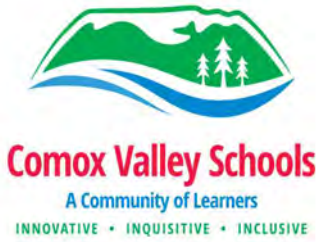
Motion:

THAT the Board of Education for School District No. 71 (Comox Valley) receive the Anticipated Accumulated Reserve for 2024-2025 briefing note dated June 24, 2025, as presented.

Respectfully submitted,

Carrie McVeigh

Carrie McVeigh
Secretary-Treasurer



Comox Valley Schools

School District No. 71
Office of the Secretary-Treasurer

BRIEFING NOTE

TO: Board of Education **DATE:** June 24, 2025
FROM: Carrie McVeigh, Secretary-Treasurer
RE: **2025-26 Annual Budget Bylaw**

Purpose

As required by the School Act, the Board of Education must prepare and adopt an Annual Budget on or before June 30th each year, by bylaw, in the prescribed ministry format.

Background

The preliminary 2025-26 Annual Operating Budget was presented to the Committee of the Whole on May 13, 2025. Public Feedback was provided to the Board on May 27th, 2025. Staff presented the complete draft budget on June 10th, 2025, at the Committee of the Whole meeting which included further information around capital and special purpose fund budgets as part of the report. All presentations and information are available on the districts' budget webpage.

Pursuant to section 156 of the *School Act* (Accounting Practices), Boards of Education are required to prepare and submit budgets to the Minister, in the form, with the information, and at the time required by the Minister. Pursuant to section 111 of the *School Act* the annual budget of the Board of a school district must be in the form specified by the Minister. The annual budget must be prepared in accordance with the Accounting Practices Order, the Financial Planning and Reporting Policy and the K-12 Accumulated Operating Surplus Policy. The ministry's Excel template must be used to prepare the 2025/26 annual budget. Boards must prepare an annual budget and have it adopted by bylaw on or before June 30, 2025, as per section 113 of the *School Act* (Adoption of Budget) and submitted to the Ministry.

Boards are required to prepare a balanced budget where board revenues plus any appropriated surpluses fully fund the following:

- annual operating expenses
- annual special purpose fund (SPF) expenses
- annual capital fund expenses
- tangible capital asset acquisitions (from Operating, SPF's & Local Capital)
- any planned reduction of prior years' deficits

The Budget bylaw must be given three readings. If the three readings are to take place in one meeting, a motion to do so must be passed unanimously.

Strategic Alignment

The 2025-26 Annual Budget aligns with the Boards Strategic Plan Value of **INTEGRITY**, by upholding high ethical standards through transparency, honesty and accountability.

Next Steps

The 2025-26 Annual Budget is now prepared in the Ministry required template and bylaw format for adoption at the June 24, 2025, Regular Board Meeting.

Recommendation

Motion 1

THAT the Board of Education of School District No.71 (Comox Valley) give all three readings of the School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2025/2026, in one meeting.

Motion 2

That the Board of Education of School District No. 71 (Comox Valley) adopt the Annual Budget Bylaw for fiscal year 2025/2026 cited as "School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2025/2026", being a bylaw associated with the annual budget showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$164,928,867, for the 2025/2026 fiscal year.

Read a first time and adopted this 24th day of June, 2025.

Read a second time and adopted this 24th day of June, 2025.

Read a third time, passed and adopted the 24th day of June, 2025.

Respectfully submitted,

Carrie McVeigh

Carrie McVeigh
Secretary-Treasurer

Appendix A - Ministry Budget and Bylaw – Annual Budget 2025/26

Appendix A

Annual Budget

School District No. 71 (Comox Valley)

June 30, 2026

School District No. 71 (Comox Valley)

June 30, 2026

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (COMOX VALLEY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2025/2026 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2025/2026.
3. The attached Statement 2 showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$164,928,867 for the 2025/2026 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2025/2026.

READ A FIRST TIME THE 24th DAY OF JUNE, 2025;

READ A SECOND TIME THE 24th DAY OF JUNE, 2025;

READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF JUNE, 2025;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 71 (Comox Valley) Annual Budget Bylaw 2025/2026, adopted by the Board the 24th DAY OF JUNE, 2025.

Secretary Treasurer

School District No. 71 (Comox Valley)

Annual Budget - Revenue and Expense

Year Ended June 30, 2026

48 Statement 2

	2026 Annual Budget	2025 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	11,425,000	11,101,313
Adult	60,000	38,438
Total Ministry Operating Grant Funded FTE's	11,485,000	11,139,751
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	146,250,342	143,749,188
Other	197,600	197,600
Tuition	3,326,500	3,176,750
Other Revenue	3,658,464	3,773,065
Rentals and Leases	170,000	170,000
Investment Income	662,255	766,052
Amortization of Deferred Capital Revenue	6,775,337	6,212,160
Total Revenue	161,040,498	158,044,815
Expenses		
Instruction	127,620,856	126,250,136
District Administration	6,319,974	6,591,139
Operations and Maintenance	25,198,503	24,776,899
Transportation and Housing	3,195,146	3,110,534
Total Expense	162,334,479	160,728,708
Net Revenue (Expense)	(1,293,981)	(2,683,893)
Budgeted Allocation (Retirement) of Surplus (Deficit)	207,813	2,095,704
Budgeted Surplus (Deficit), for the year	(1,086,168)	(588,189)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,086,168)	(588,189)
Budgeted Surplus (Deficit), for the year	(1,086,168)	(588,189)

School District No. 71 (Comox Valley)

Annual Budget - Revenue and Expense

Year Ended June 30, 2026

	2026 Annual Budget	2025 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	131,897,524	130,077,543
Operating - Tangible Capital Assets Purchased	375,000	375,000
Special Purpose Funds - Total Expense	20,690,848	21,545,816
Capital Fund - Total Expense	9,746,107	9,105,349
Capital Fund - Tangible Capital Assets Purchased from Local Capital	2,219,388	2,379,308
Total Budget Bylaw Amount	164,928,867	163,483,016

Approved by the Board

Signature of a member of the Board		
Signature of the Superintendent		Date Signed
Signature of the Secretary/Treasurer		Date Signed

DRAFT

School District No. 71 (Comox Valley)

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2026

50 Statement 4

	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,293,981)	(2,683,893)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(375,000)	(375,000)
From Local Capital	(2,219,388)	(2,379,308)
From Deferred Capital Revenue	(32,032,345)	(11,737,428)
Total Acquisition of Tangible Capital Assets	(34,626,733)	(14,491,736)
Amortization of Tangible Capital Assets	9,746,107	9,105,349
Total Effect of change in Tangible Capital Assets	(24,880,626)	(5,386,387)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(26,174,607)	(8,070,280)

School District No. 71 (Comox Valley)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2026

51 Schedule 2

	2026 Annual Budget \$	2025 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	128,669,494	125,378,372
Other	197,600	197,600
Tuition	3,326,500	3,176,750
Other Revenue	571,117	629,117
Rentals and Leases	170,000	170,000
Investment Income	600,000	690,000
Total Revenue	133,534,711	130,241,839
Expenses		
Instruction	107,289,777	105,128,489
District Administration	6,319,974	6,591,139
Operations and Maintenance	15,101,902	15,321,056
Transportation and Housing	3,185,871	3,036,859
Total Expense	131,897,524	130,077,543
Net Revenue (Expense)	1,637,187	164,296
Budgeted Prior Year Surplus Appropriation	207,813	2,095,704
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(375,000)	(375,000)
Local Capital	(1,470,000)	(1,885,000)
Total Net Transfers	(1,845,000)	(2,260,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 71 (Comox Valley)

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2026

52Schedule 2A

	2026 Annual Budget \$	2025 Amended Annual Budget \$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	127,245,619	123,099,733
ISC/LEA Recovery	(136,117)	(136,117)
Other Ministry of Education and Child Care Grants		
Pay Equity	451,831	451,831
Funding for Graduated Adults	115,223	115,223
Student Transportation Fund	421,375	421,375
Support Staff Benefits Grant	114,269	114,269
FSA Scorer Grant	15,214	15,214
Labour Settlement Funding	-	1,160,049
Integrated Child & Youth Teams	442,080	136,795
Total Provincial Grants - Ministry of Education and Child Care	128,669,494	125,378,372
Provincial Grants - Other	197,600	197,600
Tuition		
International and Out of Province Students	3,326,500	3,176,750
Total Tuition	3,326,500	3,176,750
Other Revenues		
Funding from First Nations	136,117	136,117
Miscellaneous		
Instructional Cafeteria	160,000	135,000
Miscellaneous	275,000	358,000
Total Other Revenue	571,117	629,117
Rentals and Leases	170,000	170,000
Investment Income	600,000	690,000
Total Operating Revenue	133,534,711	130,241,839

School District No. 71 (Comox Valley)
Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2026

53 Schedule 2B

	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$
Salaries		
Teachers	53,560,228	52,303,040
Principals and Vice Principals	7,215,735	7,031,214
Educational Assistants	8,548,248	8,540,663
Support Staff	12,089,412	11,959,926
Other Professionals	5,101,372	4,990,403
Substitutes	4,475,957	4,447,468
Total Salaries	90,990,952	89,272,714
Employee Benefits	23,444,452	22,574,946
Total Salaries and Benefits	114,435,404	111,847,660
Services and Supplies		
Services	4,441,208	4,970,178
Student Transportation	3,159,892	3,011,326
Professional Development and Travel	1,116,677	1,122,173
Rentals and Leases	230,000	234,000
Dues and Fees	110,000	110,000
Insurance	270,300	263,915
Supplies	5,735,043	6,018,791
Utilities	2,399,000	2,499,500
Total Services and Supplies	17,462,120	18,229,883
Total Operating Expense	131,897,524	130,077,543

School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	43,484,134	1,432,136		62,000		2,973,012	47,951,282
1.03 Career Programs	781,711		52,129	213,403		17,500	1,064,743
1.07 Library Services	380,897			847,640		75,000	1,303,537
1.08 Counselling	1,972,644			105,612	332,175	15,759	2,426,190
1.10 Inclusive Education	5,154,135	313,125	7,109,636	415,393	340,810	502,170	13,835,269
1.20 Early Learning and Child Care	25,059			44,241		35,416	104,716
1.30 English Language Learning	350,826			39,581			390,407
1.31 Indigenous Education	338,297	225,303	1,386,483	235,437	151,053	1,500	2,338,073
1.41 School Administration		5,047,749		2,358,408		538,600	7,944,757
1.62 International and Out of Province Students	1,072,525	169,311		174,847	258,746	45,000	1,720,429
1.64 Other				211,739			211,739
Total Function 1	53,560,228	7,187,624	8,548,248	4,708,301	1,082,784	4,203,957	79,291,142
4 District Administration							
4.11 Educational Administration					1,306,757		1,306,757
4.20 Early Learning and Child Care		28,111					28,111
4.40 School District Governance					294,732		294,732
4.41 Business Administration				542,499	1,560,151	7,500	2,110,150
Total Function 4	-	28,111	-	542,499	3,161,640	7,500	3,739,750
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration					841,945		841,945
5.50 Maintenance Operations				6,258,636		264,500	6,523,136
5.52 Maintenance of Grounds				579,976			579,976
5.56 Utilities							-
Total Function 5	-	-	-	6,838,612	841,945	264,500	7,945,057
7 Transportation and Housing							
7.41 Transportation and Housing Administration					15,003		15,003
7.70 Student Transportation							-
Total Function 7	-	-	-	-	15,003	-	15,003
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	53,560,228	7,215,735	8,548,248	12,089,412	5,101,372	4,475,957	90,990,952

School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	47,951,282	12,343,783	60,295,065	3,599,348	63,894,413	61,952,982
1.03 Career Programs	1,064,743	265,206	1,329,949	333,800	1,663,749	1,776,066
1.07 Library Services	1,303,537	331,697	1,635,234	407,400	2,042,634	2,111,240
1.08 Counselling	2,426,190	649,156	3,075,346	95,563	3,170,909	3,161,043
1.10 Inclusive Education	13,835,269	3,592,617	17,427,886	841,061	18,268,947	18,146,825
1.20 Early Learning and Child Care	104,716	25,795	130,511	18,217	148,728	138,356
1.30 English Language Learning	390,407	105,410	495,817		495,817	493,568
1.31 Indigenous Education	2,338,073	588,493	2,926,566	261,424	3,187,990	3,360,444
1.41 School Administration	7,944,757	1,972,644	9,917,401	1,096,500	11,013,901	10,651,787
1.62 International and Out of Province Students	1,720,429	450,226	2,170,655	754,125	2,924,780	2,884,516
1.64 Other	211,739	57,170	268,909	209,000	477,909	451,662
Total Function 1	79,291,142	20,382,197	99,673,339	7,616,438	107,289,777	105,128,489
4 District Administration						
4.11 Educational Administration	1,306,757	346,291	1,653,048	309,944	1,962,992	2,109,531
4.20 Early Learning and Child Care	28,111	7,449	35,560	12,000	47,560	42,410
4.40 School District Governance	294,732	78,104	372,836	227,146	599,982	570,854
4.41 Business Administration	2,110,150	559,240	2,669,390	1,040,050	3,709,440	3,868,344
Total Function 4	3,739,750	991,084	4,730,834	1,589,140	6,319,974	6,591,139
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	841,945	223,115	1,065,060	505,900	1,570,960	1,595,887
5.50 Maintenance Operations	6,523,136	1,702,486	8,225,622	1,939,750	10,165,372	10,257,842
5.52 Maintenance of Grounds	579,976	141,594	721,570	245,000	966,570	967,827
5.56 Utilities	-	-	-	2,399,000	2,399,000	2,499,500
Total Function 5	7,945,057	2,067,195	10,012,252	5,089,650	15,101,902	15,321,056
7 Transportation and Housing						
7.41 Transportation and Housing Administration	15,003	3,976	18,979	7,000	25,979	25,533
7.70 Student Transportation	-	-	-	3,159,892	3,159,892	3,011,326
Total Function 7	15,003	3,976	18,979	3,166,892	3,185,871	3,036,859
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	90,990,952	23,444,452	114,435,404	17,462,120	131,897,524	130,077,543

School District No. 71 (Comox Valley)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2026

56 Schedule 3

	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	17,580,848	18,370,816
Other Revenue	3,087,347	3,143,948
Investment Income	22,653	31,052
Total Revenue	20,690,848	21,545,816
Expenses		
Instruction	20,331,079	21,121,647
Operations and Maintenance	350,494	350,494
Transportation and Housing	9,275	73,675
Total Expense	20,690,848	21,545,816
Budgeted Surplus (Deficit), for the year	-	-

School District No. 71 (Comox Valley)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2026

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$		\$
Deferred Revenue, beginning of year			797,886	870,000			
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	350,494	439,866			160,000	39,200	254,404
Other			40,000	3,000,000			
Investment Income			22,653				
	350,494	439,866	62,653	3,000,000	160,000	39,200	254,404
Less: Allocated to Revenue	350,494	439,866	70,000	3,000,000	160,000	39,200	254,404
Deferred Revenue, end of year	-	-	790,539	870,000	-	-	-
Revenues							
Provincial Grants - Ministry of Education and Child Care	350,494	439,866			160,000	39,200	254,404
Other Revenue			47,347	3,000,000			
Investment Income			22,653				
	350,494	439,866	70,000	3,000,000	160,000	39,200	254,404
Expenses							
Salaries							
Teachers							40,094
Principals and Vice Principals							27,222
Educational Assistants		346,351					12,913
Support Staff	252,492				125,984	30,866	
Other Professionals							
Substitutes							20,405
	252,492	346,351	-	-	125,984	30,866	100,634
Employee Benefits	68,173	93,515			34,016	8,334	27,121
Services and Supplies	29,829		70,000	3,000,000			126,649
	350,494	439,866	70,000	3,000,000	160,000	39,200	254,404
Net Revenue (Expense)	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund					68,687		

DRAFT - Not Finalized

School District No. 71 (Comox Valley)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2026

	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Early Childhood Education Dual Credit Program	Feeding Futures Fund
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	118,000			9,275	73,920	30,000	248,000
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	627,949	1,678,702	11,836,943		52,000		1,159,491
Other							
Investment Income							
	627,949	1,678,702	11,836,943	-	52,000	-	1,159,491
Less: Allocated to Revenue	745,949	1,678,702	11,836,943	9,275	125,920	30,000	1,407,491
Deferred Revenue, end of year	-	-	-	-	-	-	-
Revenues							
Provincial Grants - Ministry of Education and Child Care	745,949	1,678,702	11,836,943	9,275	125,920	30,000	1,407,491
Other Revenue							
Investment Income							
	745,949	1,678,702	11,836,943	9,275	125,920	30,000	1,407,491
Expenses							
Salaries							
Teachers			9,052,313				
Principals and Vice Principals		298,691					
Educational Assistants		617,140					
Support Staff	341,054	182,464					269,025
Other Professionals							82,860
Substitutes		228,289	272,404				
	341,054	1,326,584	9,324,717	-	-	-	351,885
Employee Benefits	92,085	352,118	2,512,226				94,531
Services and Supplies	312,810			9,275	125,920	30,000	961,075
	745,949	1,678,702	11,836,943	9,275	125,920	30,000	1,407,491
Net Revenue (Expense)	-	-	-	-	-	-	-

Additional Expenses funded by, and reported in, the Operating Fund

DRAFT - Not Finalized

School District No. 71 (Comox Valley)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2026

	Professional Learning Grant	CVCF Travel	Professional Development	National Food Program	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	225,839	17,968	240,000	226,765	2,857,653
Add: Restricted Grants					
Provincial Grants - Ministry of Education and Child Care					16,599,049
Other		30,000	130,000		3,200,000
Investment Income		760			23,413
	-	30,760	130,000	-	19,822,462
Less: Allocated to Revenue	225,839	40,000	50,000	226,765	20,690,848
Deferred Revenue, end of year	-	8,728	320,000	-	1,989,267
Revenues					
Provincial Grants - Ministry of Education and Child Care	225,839		50,000	226,765	17,580,848
Other Revenue		40,000			3,087,347
Investment Income					22,653
	225,839	40,000	50,000	226,765	20,690,848
Expenses					
Salaries					
Teachers					9,092,407
Principals and Vice Principals					325,913
Educational Assistants					976,404
Support Staff					1,201,885
Other Professionals					82,860
Substitutes	177,826				698,924
	177,826	-	-	-	12,378,393
Employee Benefits	48,013				3,330,132
Services and Supplies		40,000	50,000	226,765	4,982,323
	225,839	40,000	50,000	226,765	20,690,848
Net Revenue (Expense)	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund					68,687

DRAFT - Not Finalized

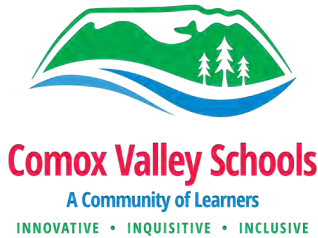
School District No. 71 (Comox Valley)

60 Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2026

	2026 Annual Budget			2025 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		39,602	39,602	45,000
Amortization of Deferred Capital Revenue	6,775,337		6,775,337	6,212,160
Total Revenue	6,775,337	39,602	6,814,939	6,257,160
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,746,107		9,746,107	9,105,349
Total Expense	9,746,107	-	9,746,107	9,105,349
Net Revenue (Expense)	(2,970,770)	39,602	(2,931,168)	(2,848,189)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	375,000		375,000	375,000
Local Capital		1,470,000	1,470,000	1,885,000
Total Net Transfers	375,000	1,470,000	1,845,000	2,260,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	2,219,388	(2,219,388)	-	
Total Other Adjustments to Fund Balances	2,219,388	(2,219,388)	-	
Budgeted Surplus (Deficit), for the year	(376,382)	(709,786)	(1,086,168)	(588,189)



Comox Valley Schools

School District No. 71
Office of the Director of Operations

BRIEFING NOTE

TO: Board of Education
FROM: Molly Proudfoot, Director of Operations
RE: 2026-27 Major Capital Plan Submission

DATE: June 24th, 2025

Purpose

To update the Board of Education and seek approval on the proposed 2026-2027 Major Capital submission.

Strategic Plan Alignment

The Major Capital Plan Submission aligns with the District's Strategic Plan by ensuring that any new infrastructure or significant upgrades support the creation of inclusive, holistic, and personalized learning environments. This alignment is evident through the incorporation of flexible learning spaces, technology-enhanced classrooms, and areas designed for experiential and land-based learning. Future spaces will prioritize safety, equity, and the integration of Indigenous perspectives, reflecting the District's commitment to Truth and Reconciliation. By adhering to these principles, the District will help foster environments where every student can grow, thrive, and share their unique gifts.

Background

Annual Five-Year Capital Plan submissions from Boards of Education are used by the Ministry to determine which priority capital projects may be included in the Ministry's Capital Plan for the following fiscal year. The capital plan submissions also provide the Ministry with important insight into future year capital priorities, which can be used for longer term government planning and the determination of potential future capital funding requirements for the public education system.

The Ministry of Education developed a web-based Capital Asset Planning System (MyCAPS) which school districts use to submit their annual Five-Year Capital Plan.

Annual Submission & Approval Process:

- **April 2025:** Ministry releases Capital Plan Instructions.
- **May—September 2025:** SD prepares annual 5-year Major and Minor Capital Plans (proposed year 1, 2, 3, 4, 5 capital projects).
- **June 30th, 2025:** Submission of Major Capital Plan.
- **September 30th, 2025:** Submission of Minor Capital Plan.

- **October 1st, 2025:** Submission of Food Infrastructure Program Plan.
- **August 2025—December 2026:** Ministry of Infrastructure reviews/prioritizes 5-year Capital Plans, determines budget for total capital expenditures, and provides recommendations to Minister of Education for consideration.
- **January to March 2027:** Ministry develops and approves recommended project list for inclusion in the Ministry Capital Plan with appropriate Government approval. Ministry of Infrastructure issues Capital Plan Response Letters to SDs on or before March 2026, identifying what capital projects have been approved.

For the Major Capital and Building Envelope Program submission, Board approval is required for the following programs:

Major Capital Funding Programs:

- SMP – Seismic Mitigation Program
- EXP – New Schools, Additions, Site Acquisition
- REP – School Replacement
- RDP – Rural District Program

The Ministry will provide each school district with a written response to their submission once the assessment of all submissions is complete and funding for the fiscal year is announced.

The recommended projects for submission to the Ministry are:

SMP – SEISMIC MITIGATION

School	Seismic Risk	Comments
Courtenay Elementary	H1 – P3	Seismic Upgrade to the 1952 two-storey classroom block.
Airport Elementary	H1 – P3	Seismic Upgrade to the south-wing classroom block.
Navigate (NIDES)	H1 – P3	Seismic Upgrade to the Annex and 1955 block.

EXP – NEW SCHOOLS, ADDITIONS, & SITE ACQUISITION

School	Project Details
Georges P. Vanier Secondary	Design & construct an addition to address over capacity.
Mark R. Isfeld Secondary	Design & construct an addition to address area pressures.
Union Bay Community School	Design & construct a new K-9 School with 60K/600 capacity on the land allocated in the future Union Bay Estates development.

REP – REPLACEMENTS

School	Project Details
École Puntledge Park Elementary	Build a replacement Elementary School (80K/600).

RDP – RURAL DISTRICTS PROGRAM

School	Project Details
Union Bay Elementary	Demolish the five-classroom (1897 and 1950s) building – closed in 2006.

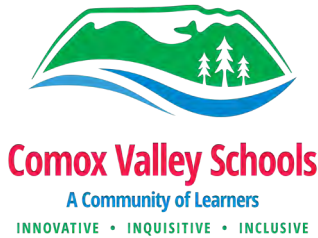
Recommendation

THAT the Board of Education of School District No. 71 (Comox Valley) in accordance with provisions under section 142 (4) of the School Act approve the proposed Five-Year Capital Plan (Major Capital Programs) for 2026/27, as provided on the Five-Year Capital Plan Summary for 2026/27 submitted to the Ministry of Infrastructure.

Respectfully submitted,



Molly Proudfoot
Director of Operations



Comox Valley Schools

School District No. 71
Office of the Director of Information Technology

BRIEFING NOTE

TO: Board of Education **DATE:** June 02, 2025
FROM: Josh Porter, Director of Information Technology
RE: 2025 CCTV/Video Surveillance Annual Report

Purpose

[Administrative Procedure 181](#) governs the use of video surveillance equipment in the school district, to ensure legislative compliance.

The collection and use of surveillance footage by a school district constitutes a collection of personal information to which the *Freedom of Information and Protection of Privacy Act* (FIPPA) applies. Accordingly, all collection, use and disclosure of this information must be authorized under FIPPA.

There are two provisions of FIPPA that authorize the use of surveillance and the collection of surveillance information by school districts:

1. Section 26(c) of FIPPA authorizes public bodies to collect “personal information”, where the collection is “directly related to” and “necessary for their programs or activities”. Accordingly, a school district can only collect surveillance where it is “directly related to” its programs and activities, such as to ensure the safety of students or staff. It must also be “necessary” for these purposes. “Necessary” in this context does not mean that the use of surveillance must be “indispensable” to a school’s operations, but it would require the school district to demonstrate a reasonably compelling justification for its use. Typically, the use of surveillance for the purposes of safety and property protection has been found to meet the “necessary” threshold.
2. Section 26(a) also authorizes public bodies to collect personal information where it is expressly authorized under a statute of British Columbia or Canada. Section 74.01 of the *School Act* provides such express authorization. It provides expressly that school districts may utilize surveillance to ensure the preservation of property and for safety purposes. However, the use of surveillance is only authorized under section 74.01 when certain consultation and community notice requirements are met.

There are other requirements under FIPPA that apply before the use of surveillance will be considered FIPPA compliant. For example, notice of the use of surveillance must be given under section 27, which requires the school district to post signage notifying visitors, students and staff that surveillance is in use, the legal authority for its collection, and the name and address of an employee who may be contacted with questions. The school district must also take care that cameras do not capture more information than necessary. Further, school districts should have surveillance policies in place, and they should have appropriate measures in place to protect the security of the equipment and footage that is obtained.

To rely on section 74.01 of the *School Act* as authority for the School District's use of surveillance, the specific requirements of section 74.01 must also be satisfied, including conducting required consultations with the local Parent Advisory Council and by conducting an annual review that assesses the operation of the system.

School Act - Section 74.01

1. A board may install and operate a video surveillance camera in a school facility or on school land for the purposes of protecting
 - (a) the safety of individuals in a school facility or on school land,
 - (b) an individual's belongings in a school facility or on school land, or
 - (c) school property
 with the prior approval of the parents' advisory council for the school where the board proposes to install and operate a video surveillance camera.
2. A parents' advisory council may make recommendations to a board to install and operate a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1).
3. If a board
 - (a) has installed and operates a video surveillance camera in a school facility or on school land before the date this section comes into force, or
 - (b) installs and operates a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1),
 the board must conduct an annual review that assesses if the installation and operation of the video surveillance camera is accomplishing a purpose set out in subsection (1).
4. Subsections (1) to (3) do not apply to the installation and operation of a video surveillance camera in a school facility or on school land on a temporary basis for a specific investigative purpose.
5. Subsection (1) does not apply to a video surveillance camera installed in a school facility or on school land before the date this section comes into force.

A review of FIPPA, the *School Act*, and Administrative Procedure 181 indicates that if the district ensures the annual review requirement of section 74.01 (3) are met, then the district is in compliance with the legislative framework established.

Strategic Alignment

The installation and operation of CCTV video surveillance in our facilities aligns with the "Safety" value of the Strategic Plan. The use of CCTV video surveillance is to ensure the preservation of property and for safety purposes.

Annual Report

The installation of CCTV video surveillance systems is common in Comox Valley Schools facilities. All facilities have exterior video surveillance systems. Interior video surveillance systems are also installed at Ecole Mark R. Isfeld Secondary, Georges P. Vanier Secondary, Highland Secondary, Lake Trail Community School, Queneesh Elementary, and Cumberland Community School.

The School District Information Technology Department is responsible for managing all aspects of the CCTV video surveillance systems. The district's "Video Surveillance (CCTV) Use Guidelines" establish necessary rules governing the access, use and distribution of video footage.

Required signage is being reviewed and posted on property informing visitors, students and staff that surveillance technology is in use.

No unnecessary information is obtained, and access/use of the video data is highly controlled through administrative process and security built into the control devices.

The School District has established the required administrative procedure ([AP181 - Video Surveillance](#)) which establishes that appropriate measures are in place to protect the security of the equipment and footage that is obtained. The Corporate Surveillance (CCTV) Use Guidelines supplement at an operational level the requirements contained in the policy.

Ongoing work is taking place to refresh the aging portion of video surveillance systems currently installed at Miracle Beach Elementary, Georges P. Vanier Secondary and Ecole Mark R. Isfeld Secondary. There is no associated timeline for this work as planning has just begun.

CCTV video surveillance systems are a part of the suite of tools the school district utilizes to improve the overall quality of the district's security services. Other strategies include monitoring of buildings by staff, security checks when required, school parent/guardian/student education, and exterior building lighting.

Overall, it is felt that the installation and operation of the video surveillance cameras is accomplishing a purpose set out in section 74.01 (1) of the *School Act* to: 1) protect the safety of individuals in a school facility or on school land; 2) protect individual's belongings in a school facility or on school land; or 3) protect school property.

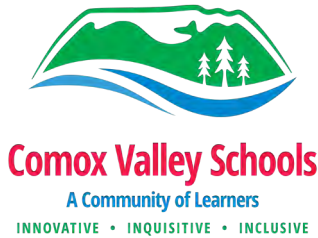
Recommendation

THAT the Board of Education of School District No.71 (Comox Valley) receive the 2025 CCTV/Video Surveillance Annual Report dated June 24, 2025, as presented.

Respectfully submitted,

Josh Porter

Director of Information Technology



Comox Valley Schools

School District No. 71
Office of the Director of Operations

BRIEFING NOTE

TO: Board of Education **DATE:** June 24th, 2025
FROM: Molly Proudfoot, Director of Operations
RE: **2024 PSO Climate Change Accountability Report (CCAR)**

Purpose

To inform the Board of Education, the '2024 PSO Climate Change Accountability Report' was recently submitted to the Ministry of Energy and Climate Solution. This submission meets the legislative requirements outlined in Section 8.1 of the Climate Change Accountability Act and adheres to the Carbon Neutral Government (CNG) Regulation.

Strategic Plan Alignment

The Climate Change Accountability Report (CCAR) aligns with the District's Strategic Plan by supporting sustainability, accountability, and proactive environmental stewardship. The District's efforts to reduce greenhouse gas emissions and achieve carbon neutrality reflect its core values of integrity, safety, and equity. By targeting reductions in stationary emissions like implementing fuel-switching projects, such as adding electric heat pumps, the District is meeting legislative requirements and demonstrating leadership in sustainability. These initiatives support the Strategic Plan's vision for compassionate and connected learning environments, ensuring that the District's operations are positively impacting the community and environment.

Recommendation

THAT the Board of Education of School District No. 71 (Comox Valley) receive the 2024 PSO Climate Change Accountability Report (CCAR) dated June 24, 2025, as presented.

Respectfully submitted,

Molly Proudfoot
Director of Operations

Appendices: Appendix A – 2024 PSO Climate Change Accountability Report (CCAR)

2024 PSO CLIMATE CHANGE ACCOUNTABILITY REPORT(CCAR)

SCHOOL DISTRICT NO. 71 (SD71)
COMOX VALLEY SCHOOLS



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

*We acknowledge with respect and gratitude that this report was produced
on the Unceded Traditional Territory of the K'ómoks First Nation, the
traditional keepers of this land on which Comox Valley Schools operates.*



Solar Photovoltaic Array installed in 2024 at Denman Island Community School.

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Executive Summary

As a Public Sector Organization (PSO), this report meets the legislative requirements under the [Climate Change Accountability Act \(Section 8.1\)](#) and [Carbon Neutral Government \(CNG\) Regulation](#). To be considered carbon neutral, School District No. 71 (SD71, Comox Valley Schools) paid \$40,700 for the retirement of 2024's offsets – reflecting 1,628 tonnes of carbon dioxide equivalents (tCO₂e) produced and reported by the district. Emissions included: 63 tCO₂e from paper use, 190 tCO₂e from mobile-energy use (e.g. fleet) and 1,307 tCO₂e from stationary energy (e.g. buildings). Year-over-year reductions total 115 tCO₂e, representing a decrease in offsetable greenhouse gas (GHG) emissions of approximately 7%, compared to SD71's 2023 reductions.

Strategic initiatives to reduce SD71's energy consumption stem from legislated targets and a desire to actively reduce emissions, rather than purchase offsets. Comox Valley Schools believes in demonstrating leadership and accountability by taking meaningful actions to improve the efficiency of current systems. The district's offsetable emissions for 2024 have decreased by 866 tCO₂e compared to SD71's 2010 levels (baseline year), marking a reduction of approximately 35%; putting the district on track to meet the province's 2030 reduction target of 40%.

To achieve long-term emissions targets, SD71 will continue to focus significant efforts and investments on reducing stationary emissions, which account for approximately 81% of total emissions. The district will actively seek and apply for funding aimed at reducing energy consumption in buildings, with a particular emphasis on fuel-switching and electrification projects.

A noteworthy result of 2024 was an 8% reduction in SD71's stationary emissions. Propane seeing the most significant decrease, dropping from 90 tCO₂e to 69 tCO₂e, a 23% reduction. These savings were achieved through fuel-switching initiatives, specifically adding electric heat pumps to portables.

PART 1. Legislative Reporting Requirements

Declaration Statement

The 2024 Climate Change Accountability Report (CCAR) summarizes Comox Valley Schools' GHG emissions from January to December. It includes the district's total offsets to achieve net-zero emissions, actions taken to reduce GHG emissions, and plans for further reductions in 2025 and beyond.

By June 30, 2025, the report will be posted on www.comoxvalleyschools.ca under the reports section.



Emissions Reductions & Plans

1A. Stationary Sources (e.g. buildings, power generation)

Comox Valley Schools is committed to minimizing GHG emissions and tackling climate related challenges like rising heating and cooling costs while juggling increasing demands on its aging facilities. Energy-efficiency is a key strategy in SD71's approach to minimizing GHG emissions from stationary sources. Senior management plays an active role in seeking and securing funding opportunities that will result in emission reductions. The following four-principles are key when assessing needs for retrofitting/replacing equipment:

- I. Creating healthy learning environments (air-quality, temperature, and noise);
- II. Reducing energy consumption;
- III. Reducing energy waste; and
- IV. Increasing equipment and system efficiencies.

SD71 is committed to implementing practical and cost-effective energy conservation measures as part of its building initiatives. Each measure is carefully reviewed and assessed to ensure that projected energy savings are optimized and sustainable.

To further reduce emissions from stationary sources, SD71 is focused on ensuring that building heating, ventilation, and air conditioning (HVAC) systems operate as intended. This district is embedding both strategic and tactical energy management practices into operational processes. This includes the ongoing review, assessment, and optimization of mechanical systems to ensure they are programmed for maximum efficiency.

Energy-Efficiency Projects Completed in 2024 include:

I. Continuous Optimization Program (COP)

This effort is carried out through continued participation in the ‘Continuous Optimization Program’ (COP), a collaboration with *BC Hydro* (BCH) and *REDE Engineering* that began in 2023. The program focuses on enhancing the efficiency of the district’s most energy-intensive systems – particularly heating, ventilation, and air conditioning (HVAC) – using simple, low-cost, maintainable solutions.

The COP is designed to help large commercial and institutional buildings achieve energy savings without the need for major capital investments. As part of this initiative, *REDE Engineering*, an approved BCH service provider, conducted a comprehensive review of SD71’s building control systems to identify opportunities for energy savings through things like programming adjustments.

Implementation of these recommendations are ongoing, with *REDE Engineering* working alongside *Ainsworth*, a specialist in building automation and controls. The changes made to the control systems are designed to remain in place long-term, delivering sustained improvements in energy-efficiency across the district. These ongoing optimization efforts are a critical component of SD71’s strategy to reduce emissions from stationary sources.

II. Adding Heat Pumps to Portables

The installation of heat pumps for both heating and cooling has led to significant emission reductions, particularly through fuel-switching during the cooler months. This change has been especially impactful for portable classrooms, which previously relied solely on propane for heating. As a result, SD71 has achieved a notable 23% emission reduction in propane.

III. Installation of Solar PV Array at Denman Island Community School

This Solar Photovoltaic (PV) system is projected to generate approximately 40,000 kWh of electricity annually, resulting in an estimated reduction of 4,510 kg of CO₂ emissions each year. By producing clean, renewable on-site energy, the district not only lowers its carbon footprint but also gains a measure of protection against rising utility costs. This initiative supports SD71's broader electrification strategy, which emphasizes the transition to clean energy sources for long-term sustainability and operational resiliency.

IV. Cooling Tower Replacement at Highland Secondary

The aging cooling tower, which had reached the end of its service life, was replaced with a new, high-efficiency model. This upgrade enhances system performance, reduces energy consumption, and supports the district's broader goals for sustainability, occupant comfort, and operational reliability.

V. Rooftop and Condensing Unit Upgrades at Various Sites

The replacement of aging rooftop and condensing units with new, energy-efficient models has brought multiple operational and environmental benefits to the district. These modern systems significantly reduce energy consumption through advanced technologies such as variable-speed compressors and fans, resulting in lower utility costs. They also enhance indoor comfort by providing more consistent heating and cooling, while requiring less maintenance due to improved reliability and durability. Additionally, the use of eco-friendly refrigerants and reduced energy demand contribute to lower greenhouse gas emissions, aligning with the district's sustainability goals.

1B. Mobile-Sources (e.g. fleet vehicles, off-road/portable equipment)

In 2023, the district, in collaboration with *GHD Consultants*, completed a 'ZEV Ready – Fleet



Battery Electric E-Transit Work Van

Decarbonization Report'. This report included fleet and service assessments, as well as Zero-Emission Vehicle (ZEV) transition scenarios. The ZEV Report continues to guide decisions for fleet management, such as the district's 2024 replacement of an internal combustion cargo van with its second battery electric work van.

Mandating improved vehicle fuel economy is a practical and effective approach to reducing GHG emissions. SD71's commitment to optimal fuel performance is a key principle in the district's vehicle policy. This policy incorporates best practices recommended by *Natural Resources Canada*, including strategies for reducing idling and promoting efficient driving habits. To ensure continued alignment with these practices, SD71's management reviews the vehicle policy annually with maintenance staff. Additionally, the district actively tracks mileage and fuel consumption as part of its broader strategy to reduce fuel use, enhance operational efficiency, and lower emissions.

1C. Paper Consumption

Comox Valley Schools continues to modernize its business processes by transitioning to digital formats and leveraging technology to reduce paper consumption, including centralizing printing stations, and phasing out individual printers. While paper use accounts for a small portion of the district's total emissions – approximately 4% in 2024 – these efforts reflect a broader commitment to sustainability and operational efficiency.

2024 GHG Emissions and Offsets Summary Table:

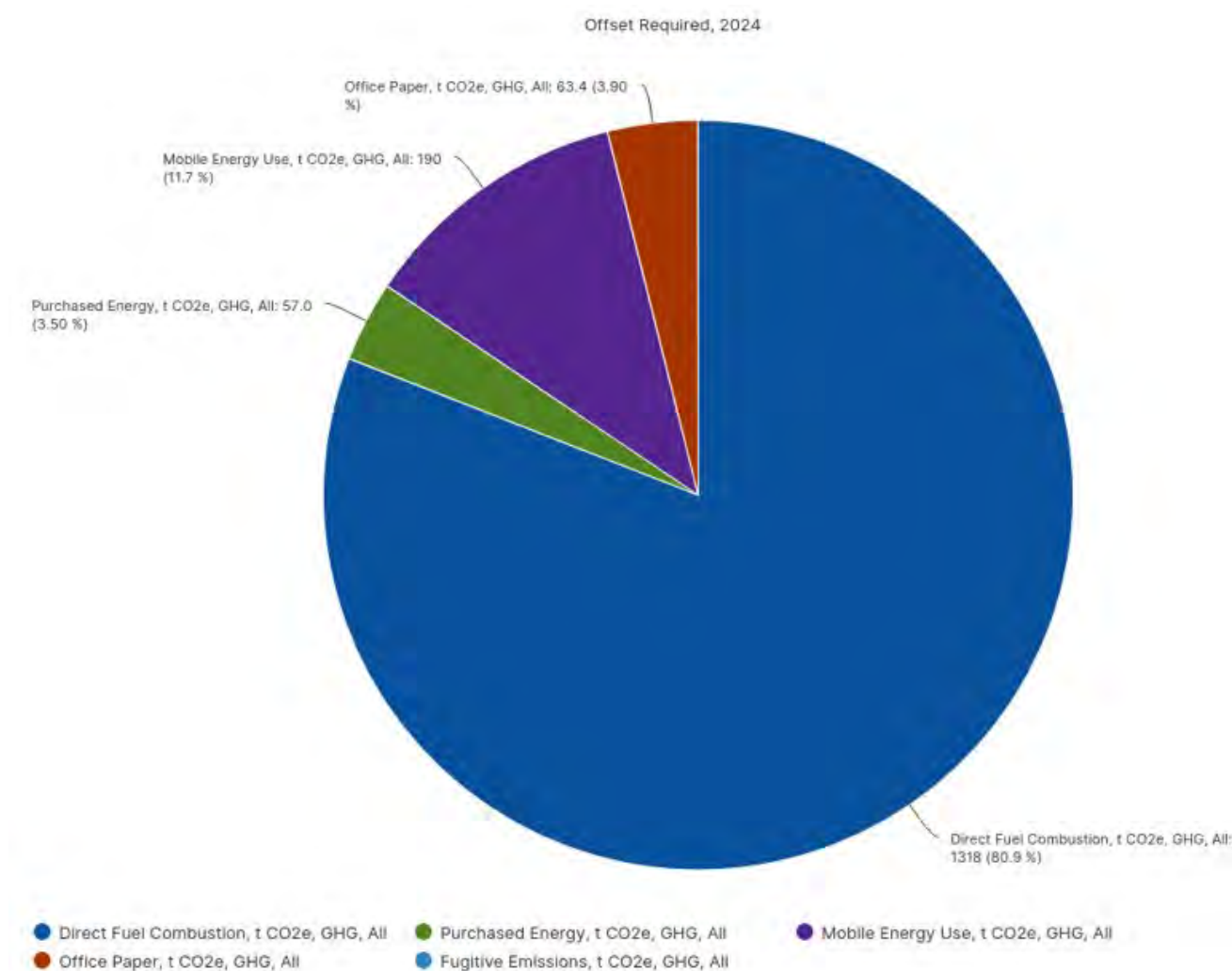
GHG emissions: January 1, 2024 to December 31, 2024	
Total BioCO ₂	11.5
Total Emissions (tCO ₂ e)	1,640
Total Offsets (tCO ₂ e)	1,628
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	0.18377
Grand Total Offsets for the 2024 Reporting Year	
Grand Total Offsets to be Retired for 2024 Reporting Year (tCO ₂ e)	1,628
Offset Investment (\$) [Grand Total Offsets to be Retired for 2024 Reporting Year x \$25 per tCO ₂ e]	$(1,628 + 0) \times \$25$ = \$40,700

Retirement of Offsets:

In accordance with the requirements of the Climate Change Accountability Act and the Carbon Neutral Government Regulation, School District No. 71 (the Organization) is responsible for ensuring the retirement of carbon offsets equivalent to its reported greenhouse gas emissions for the 2024 calendar year, including any applicable adjustments from previous years. The Organization agrees that, in exchange for the Ministry of Environment and Climate Change Strategy retiring these offsets on its behalf, it will remit payment within 30 days of receiving the associated invoice. The invoice will reflect a rate of \$25 per tonne of offsets retired, plus applicable GST.

Clean Government Reporting Tool (CGRT) 2024 GHG Offset Summary:

	School District 71 - Comox Valley
	2024
Direct Fuel Combustion	
t CO ₂ e, GHG, All	1318
Purchased Energy	
t CO ₂ e, GHG, All	57
Mobile Energy Use	
t CO ₂ e, GHG, All	190
Office Paper	
t CO ₂ e, GHG, All	63
Fugitive Emissions	
t CO ₂ e, GHG, All	n/a



CGRT graph showing proportional GHG emissions in tCOe by SD71 in 2024

PART 2. Public Sector Leadership

2A. Climate Risk Management

Comox Valley Schools remains dedicated to leading, exploring, and implementing diverse strategies to reduce the district's carbon footprint and mitigate the impacts of climate change. SD71 plans to continue these efforts as funding supports.

Planned Energy-Efficiency Projects for 2025:

- I. **Building Envelope Upgrade at NIDES (Phased Project)** – replacement of windows, cladding, and exterior insulation with funds from the School Enhancement Program (SEP).
- II. **Boiler Plant Upgrade at Cumberland Strathcona Building** – replacement of end-of-life boilers with a new high-efficiency condensing boiler plant with funds from the Annual Facility Grant (AFG).
- III. **Replacement of Make-Up Air Units at Georges P. Vanier Secondary** – replacement of end-of-life make-up air units with new Energy Recovery Ventilation (ERV) roof-top units with funds from Carbon Neutral Capital Plan (CNCP).
- IV. **Ongoing Installations of Solar Photovoltaic Arrays at Various Sites** with funds from AFG and BC Hydro.
- V. **Ongoing Roofing, Cladding, Window, and Door Upgrades at Various Sites** with funds from AFG.
- VI. **Ongoing Habitat Restoration & Protection at Various Sites** with funds from AFG.

2B. Other Sustainability Initiatives

In 2024 the district updated its [Strategic Plan](#) facilitating some of the below initiatives to foster environmental stewardship and empower youth by involving them in meaningful community projects.

Youth Climate Action Summit – See *Appendix A* for Press Releases. Hosted by Comox Valley Schools and co-organized with the Comox Valley Regional District (CVRD). The summit brought together young leaders to explore actionable solutions to climate challenges while fostering a shared commitment to stewardship and reconciliation.

Youth and Ecological Restoration (YER) Program - Supported by the district, Ministry of Children and Family Development (MFCD), and CVRD. Activities included youth working with community members to restore local watersheds – gaining a sense of worth, belonging, and place. Youth collaborated with environmental groups and completed an oral presentation about their experience.

2C. Success Stories

By applying targeted energy-efficiency strategies and continuing systematic optimization efforts; the district has achieved measurable progress in reducing emissions. Notably, the installation of heat pumps in portable classrooms (replacing propane as the primary heating source) contributing to an 8% year-over-year reduction in stationary fuel emissions, resulting in an overall 23% reduction in propane.


Since 2010, the baseline year for SD71's GHG reporting, the district has reduced its overall emissions by 866 tonnes of carbon dioxide equivalent (tCO₂e), representing a **35% reduction**. This progress places the district on track to exceed the 2025 interim target of a 16% reduction and meet the province's 2030 target of a 40% reduction.

The graph below illustrates SD71's historical offsetable GHG emissions:



The dark horizontal line represents the district's 2030 reduction targets. The wave-like line reflects the district's actual annual emissions in tCO₂e (from 2010 to 2024), while the angled dotted line shows the district's general downward trend to meet reduction targets.

Executive Sign-off:

 <hr/> Signature	May 30, 2025 <hr/> Date
Jeremy Morrow <hr/> Name (please print)	Superintendent <hr/> Title

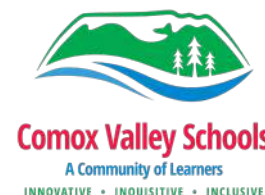
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APPENDIX

Appendix A – Youth Climate Action Summit Press Releases

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Comox Valley Schools (SD71)
2488 Idiens Way, Courtenay, B.C.
250-334-5500
www.comoxvalleyschools.ca



For immediate release

6 November 2024

Youth Climate Action Summit Set to Inspire and Ignite Change

Comox Valley, B.C. – Comox Valley Schools is excited to announce the upcoming Youth Climate Action Summit, taking place on November 14 at the Florence Filberg Centre in Courtenay. This event is open to youth in Grades 8-12 and promises a day filled with meaningful engagement, education, and collaboration on climate action.

Dubbed *Ignite: Feed the Fire of Passion and Change*, the summit will bring together passionate young minds and community leaders to explore actionable solutions to climate issues. This year's gathering emphasizes a shared commitment to fostering stewardship, reconciliation, and intergenerational knowledge exchange. The intention is to inspire youth to see themselves as leaders and agents of change, valuing the profound impact of their voices and actions.

"In this time of reconciliation, our shared purpose is to hold space to grow and strengthen our youth's hearts, empowering them with hope and agency for a more sustainable future," said Serina Allison, Lead Teacher in Environmental Sustainability and Numeracy. "We strive to ignite, rebuild, and sustain the fire of passion and change, fostering connections and a spirit of stewardship for our natural world."

Through leadership and mentorship activities, the event aims to cultivate meaningful relationships and a sense of interconnection among participants. It will inspire youth to act with urgency and carry forward the wisdom of those who have come before, with a focus on shaping a hopeful and inclusive future. By walking alongside youth and nurturing their passion, the summit seeks to plant the seeds of a movement that will flourish long after the event concludes.

Event Details:

Date: November 14, 2024

Location: Florence Filberg Centre, 411 Anderton Ave, Courtenay, BC

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Media Contact

Craig Sorochan

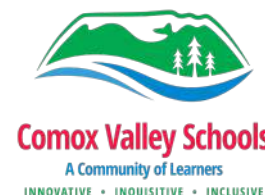
Manager of Communications

Comox Valley Schools (School District 71)

Picture for use courtesy of Comox Valley Schools



Comox Valley Schools (SD71)
 2488 Idiens Way, Courtenay, B.C.
 250-334-5500
www.comoxvalleyschools.ca



For immediate release

13 December 2024

Youth Climate Action Summit ignites passion and purpose for attendees

Comox Valley, B.C. – The Florence Filberg Centre was filled with energy and optimism as students from Grades 8-12 gathered for the Youth Climate Action Summit. Hosted by Comox Valley Schools and co-organized with generous support from the Comox Valley Regional District (CVRD), this impactful event, themed *Ignite: Feed the Fire of Passion and Change*, brought together young leaders to explore actionable solutions to climate challenges while fostering a shared commitment to stewardship and reconciliation.

The summit began with powerful welcoming opening remarks by Jessie Everson, setting the tone for a day filled with meaningful collaboration, learning, and connection. Participants engaged in dynamic workshops and activities designed to nurture their leadership potential and inspire hope. A key focus of the event was empowering youth with the agency to take actionable steps toward a more sustainable future.

“This summit was about creating a space where youth could feel supported and inspired to lead,” said Serina Allison, District Environmental and Outdoor Learning teacher. “We wanted to show them that their voices and actions matter and that change happens when we work together as a community.”

The event featured a variety of interactive community booths offered by:

- Lake Park Society
- Save Our Forests - Comox Valley
- Island Health & the Foundry
- C-Vox Radio
- Rowen Helliwell - Silk Screening
- BC Transit – Comox Valley
- Comox-Strathcona Waste Management - waste diversion station

The overwhelming support and participation from community mentors committed to environmental sustainability were evident throughout the day. Snacks were generously donated by Thrifty's, natural decor by Garden Works, and stage decor by CV-Arts, creating a welcoming and inspiring atmosphere for all attendees.

The summit also showcased an impressive lineup of presenters who shared their expertise and experiences:

- Luke Wallace, a touring artist, activist, and speaker from Vancouver / Musqueam Territory, brought his unique blend of ecology, songwriting, and singing to help ground participants in their experiences and distill a shared vision of the future.
- Maya Willard-Stepan, a climate scientist and activist originally from the Comox Valley, shared her insights on human-environment interactions and renewable energy transitions.
- Ulwiana Mehta-Malhotra, a freshman at Claremont McKenna College and founder of several environmental initiatives, inspired attendees with her passion for environmental action.
- Joanna Linger, a biology and environmental science teacher at Claremont Secondary, emphasized the importance of connecting students to the environment and their community.

The summit concluded with a call to action: to carry forward the inspiration and passion ignited during the summit into ongoing efforts to care for the natural world and create a sustainable future. Comox Valley Schools extends its heartfelt thanks to all participants, facilitators, and supporters who helped make this day possible.

-END-

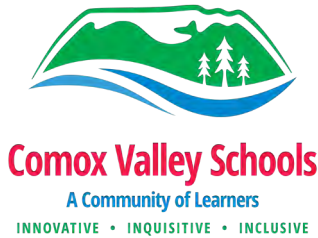
Media Contact

Craig Sorochan
Manager of Communications
Comox Valley Schools (School District 71)

Picture for use below are by Charlie Karumi with Comox Valley Arts.



Picture 1: Jessie Everson welcomes attendees.



Comox Valley Schools

School District No. 71
Office of the Director of Operations

BRIEFING NOTE

TO: Board of Education **DATE:** June 24th, 2025
FROM: Molly Proudfoot, Director of Operations
RE: Safe and Active Schools Program – 2025 Implementation

Purpose

To update the Board of Education on the proposed Safe and Active Schools Program – 2025 Implementation.

Strategic Plan Alignment

The Safe and Active Schools (SAS) Program aligns with the District's Strategic Plan through enhancing safety, equity, relationships, learning, and social-emotional development. It prioritizes traffic safety, inclusive participation, and equitable access to safe routes. By collaborating with partners, the SAS Program strengthens community and partner relationships, fostering a supportive environment that enhances student well-being and educational outcomes.

Background

In November 2022 the City of Courtenay was directed to develop a Safe and Active School (SAS) Program for all schools in the City of Courtenay area. In March 2025 the City successfully engaged Urban Systems as the prime consultant for the development and implementation of the SAS program. The team's purpose is to identify traffic safety issues on fronting and adjacent streets to City of Courtenay schools, and to develop short and long-term mitigation strategies, including creating a capital program & implementation plan for traffic safety improvements.

The City of Courtenay is strategically implementing the SAS program by electing three elementary schools in 2025, with plans to expand as funding permits.

To assist with the selection, process the below criteria has been applied:

- Number of public inquiries related to school road safety;
- ICBC incident statistics;
- Recently implemented road safety improvements;
- Proximity to current 5-year road safety infrastructure improvements; and
- Geographical balancing across the City.

As a result of using the above criteria, the City would like to nominate the following three elementary schools to participate in the first year of the program:

- École Puntledge Park Elementary School

- Courtenay Elementary School
- Valley View Elementary School

To support this work, a diverse SAS Resource Team is being established to help guide the program to ensure it meets all needs.

The proposed SAS Resource Team includes:

- School District No. 71;
- Island Health Authority;
- Courtenay RCMP;
- BC Transit;
- Comox Valley Regional District (CVRD);
- BC Ministry of Transportation and Transit (MOTT);
- Comox Valley Farmers Institute (CVFI);
- Downtown Courtenay Business Improvement Area (DCBIA);
- Community/non-profit organizations;
- ICBC and other partners; and
- K'ómoks First Nation will be engaged as a participating government partner.

The City of Courtenay and Urban Systems propose the following preliminary timeline for implementation:

School Recruitment and Registration	August 18, 2025
Introduction to Parent Advisory Committee (PAC) meetings	September 22, 2025
Initial SAS Partner Workshop	October 6, 2025
Complete Walkabouts	By November 17, 2025
Present Family survey results	November 24, 2025
Draft Best routes map	December 15, 2025
Final SAS Partner Workshop	January 12, 2025
Delivery of Best Routes Program	January 26, 2026
Refinement and Redeployment of Best Routes Program (if required)	September 1, 2026

Recommendation

THAT the Board of Education for School District No. 71 (Comox Valley), support the initial schools identified by the City of Courtenay in their briefing note, dated May 28, 2025, being École Puntledge Park Elementary School, Courtenay Elementary School, Valley View Elementary School, for the Safe and Active School Program and, for staff to work with the City of Courtenay in the development and implementation of the SAS program.

Respectfully submitted,



Molly Proudfoot
Director of Operations

Appendices: Appendix A – CoC SAS Program Briefing Note



The Corporation of the City of Courtenay

Briefing Note

To: Comox Valley Schools District
From: Transportation Services Manager
Subject: Safe and Active Schools Program – 2025 Implementation

File No.: 5640-07
Date: May 28, 2025

ISSUE:

The purpose of this briefing note is to provide the Comox Valley Schools District with information on the planned 2025 Safe and Active School (SAS) Program and the implementation partnership.

BACKGROUND:

In November of 2022, council directed staff to develop a Safe and Active Schools Program for all schools in Courtenay, in conjunction with the School District that will identify traffic safety issues on fronting and adjacent streets to schools, recommend short- and long-term mitigation measures, and create a capital program, including an implementation plan, for school traffic safety improvements across the City.

DISCUSSION:

In January 2025, staff launched a request for a proposal to develop and implement the Safe and Active School Program. In March 2025, staff selected Urban Systems as the consultant, with the following implementation strategy:

School Recruitment and Registration	August 18, 2025
Introduction to Parent Advisory Committee (PAC) meetings	September 22, 2025
Initial SAS Stakeholder Workshop	October 6, 2025
Complete all walkabouts	By November 17, 2025
Present Family survey results	November 24, 2025
Draft Best routes map	December 15, 2025
Final SAS Stakeholder Workshop	January 12, 2025
Delivery of Best Routes Program	January 26, 2026
Refinement and Redeployment of Best Routes Program (If required)	September 1, 2026

Recognizing the sensitivity, extensive engagement, and the resources required to successfully implement the SAS program, the City decided to focus on three elementary schools in 2025, with plans to expand to other schools in subsequent years as funding permits.

To support the implementation of the SAS program, the City is establishing a *SAS Resource Team* consisting of community stakeholders with an interest in safe and active school travel to help guide the program and ensure it meets the specific needs of the communities involved.

Below is an initial summary of the proposed *SAS Resource Team* stakeholders:

- School District No. 71;
- Island Health Authority;
- Courtenay RCMP;
- BC Transit;
- Comox Valley Regional District ("CVRD");
- BC Ministry of Transportation and Transit ("MOTT");

- Comox Valley Farmers Institute (“CVFI”);
- Downtown Courtenay Business Improvement Area (“DCBIA”); Community/non-profit organizations; and
- ICBC and other stakeholders, to guide the planning process (“Resource Team”).

In addition to the above stakeholders, K’ómoks First Nation will be engaged as a participating government partner.

The Comox Valley Schools District 71 plays a critical role as a significant stakeholder and partner, and has successfully collaborated with the City of Courtenay to implement numerous road safety and safe routes to schools programs in the past.

Selection Criteria for the First Year of the Program

To support the implementation and selection of the first three schools that will participate in the SAS program, the City of Courtenay and Urban Systems SAS program project team members established the following criteria:

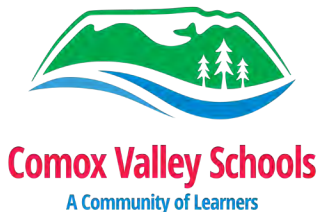
- Recently implemented road safety improvements;
- Proximity to current 5-year road safety infrastructure improvements;
- ICBC incident statistics;
- Number of public inquiries related to school road safety;
- Geographical balancing across the City.

Upon reviewing potential participating schools and evaluation of the above criteria, the recommendation was for the following elementary schools to participate in the first year of the SAS program:

- École Puntledge Park Elementary School
- Courtenay Elementary School
- Valley View Elementary School

The City and Urban Systems would appreciate the School District's review, guidance, expertise, advice, and approval of this proposed list of participating schools for the 2025 *Safe and Active Schools Program*. We look forward to working with the school district, school administration, parents, students, and the wider school community as part of a collective effort to better understand and address existing road safety concerns related to school travel and encourage more families to consider connecting with their community through walking and cycling to and from school in the City of Courtenay.

Prepared by: Matthew Brown, Manager of Transportation Service



Comox Valley Schools

School District No. 71

Open Committee of the Whole Meeting

Report to the Board

June 10, 2025

In Attendance at Meeting:

Committee Members:

Michelle Waite, Board Chairperson
Cristi May Sacht, Board Meeting Chair
Chelsea McCannel-Keene, Trustee
Shannon Aldinger, Trustee
Susan Leslie, Trustee
Janice Caton, Trustee

Staff:

Carrie McVeigh, Secretary-Treasurer
Joe Heslip, Associate Superintendent
Jay Dixon, Associate Superintendent
Jennifer Nelson, Assistant Secretary-Treasurer
Candice Hilton, Director of Finance
Josh Porter, Director of Information Technology
Craig Sorochnan, Manager of Communications

Regrets: Dr. Jeremy Morrow, Superintendent of Schools
Sarah Jane Howe, Board Vice Chair

Recording Secretary: Candace Jesson, Manager Administrative Services & Projects

Partner Groups in Attendance:

Comox District Teachers Association (CDTA)
District Parents Advisory Council (DPAC)
Comox Valley Principal/Vice-Principal (CVPVP)

1. 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.

The Board Meeting Chair welcomed attendees and called the meeting to order at 7:03pm. The Committee of the Whole met in circle format for the first time, reinforcing that students are at the center of all decisions, as symbolized by the box placed at the center of the circle. A talking stick was used to facilitate respectful sharing of questions and comments among participants.

2. ADOPTION OF AGENDA

Pages 1-2

Motion: (COWO-2025-06-10-01)

THAT the Board of Education of School District No. 71 (Comox Valley) approve the June 10, 2025, Open Committee of the Whole agenda, as presented.

Aldinger/Leslie

CARRIED

3. EDUCATION

School District No. 71 (Comox Valley) Board of Education

Vision Statement - Compassionate, connected and personalized learning for all.

Purpose Statement – To create safe, equitable learning environments that lift each learner to thrive, grow and to share their unique gifts.

a. Celebrating the 2024/2025 School Year – Multi-Media Presentation
Craig Sorochan, Manager of Communications

The multi-media presentation captured our students from the first day of school through to graduation ceremonies, highlighting Consent Week, Truth and Reconciliation Week, various track meets, climate summit, music, drama, Careers Week, celebrations and food, Coding Camp/Hackergal, athletics, Skills Canada, exchange program, Spelling Bee, Reading Links Challenge, Canoe Naming Ceremony, and Student Voice in celebration of our students and supportive community.

Trustees expressed interest in receiving regular updates on events taking place across the district.

A. GOVERNANCE

- a. None

B. POLICY

- a. None

C. OPERATIONS

- a. None

D. FINANCE

a. Annual Budget – Operating Capital & Special Purpose Funds – Report and Draft Bylaw
Jennifer Nelson, Assistant Secretary-Treasurer

Pages 3-67

The report provides the final 2025–26 Annual Budget along with capital and special funds, aligning resource allocation with the Board’s strategic priorities and reflecting updated funding and enrollment figures. Operational adjustments, staffing levels, and capital needs were detailed. The presentation outlined updates made since the last revision.

Trustees sought clarification on the additional columns included in the capital reserve forecast, noting that allocations were added to honor existing commitments and to proactively set aside funds for anticipated expenses such as CCTV replacement. Concerns were raised regarding the decreasing flexibility in funds available for Board-initiated strategic priorities. The discussion included how surplus funds could be used to support short-term initiatives and how the Board can still adjust a multi-year

School District No. 71 (Comox Valley) Board of Education

Vision Statement - *Compassionate, connected and personalized learning for all.*

Purpose Statement – *To create safe, equitable learning environments that lift each learner to thrive, grow and to share their unique gifts.*

financial plan to maintain alignment with evolving priorities.

E. OTHER

- a. Update on Digital Device Policy Implementation – Briefing Note**
Jay Dixon, Associate Superintendent and
Josh Porter, Director of Information Technology

Pages 68-69

The update on the implementation of personal digital device (PDD) restrictions included feedback from students, administrators, and working groups indicating generally positive outcomes, improved consistency, and highlighted the need for ongoing communication, staff modeling, and digital literacy training.

F. ADJOURNMENT – 9:27 pm

Motion: (COWO-2025-06-10-02)

THAT the Board of Education of School District No. 71 (Comox Valley) adjourn the June 10, 2025, Committee of the Whole meeting at 9:27 pm.

Waite/McCannel-Keene

CARRIED



Comox Valley Schools
A Community of Learners

Comox Valley Schools
School District No. 71

AD HOC POLICY COMMITTEE BOARD REPORT

Date: Thursday June 12, 2025
Time: 4:00 pm – 5:30 pm
Venue: School Board Office, Meeting Room 111

Committee Members

Trustees:

Michelle Waite, Board Chair
Shannon Aldinger, Trustee
Chelsea McCannel-Keene, Trustee

Staff:

Carrie McVeigh, Secretary-Treasurer

Regrets: Dr. Jeremy Morrow, Superintendent

Recording Secretary: Candace Jesson, Manager Administrative Services & Projects

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 is 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:

- 1) 2 Trustees
- 2) Superintendent
- 3) Secretary Treasurer
- 4) Board Chair (ex-officio non-voting)

PLEASE READ: N/A

ATTACHMENTS:

- 1) Ad Hoc Policy Committee Board Report – May 14, 2025

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.

Trustee McCannel-Keene chaired the meeting, welcomed committee members, and called the meeting to order at 4:01 pm.

2. CHECK-IN

Trustee McCannel-Keene provided an opportunity for each member to check-in with the committee.

3. REVIEW THE REPORT TO THE BOARD – May 14, 2025

4. COMMITTEE CHAIR

5. OLD BUSINESS

A. None.

6. NEW BUSINESS

A. Introduction to Scott Stinson of egnagED Consulting

Scott provided a brief overview of his past positions and work in this area. His years of experience are founded in consistency, clarity, and communication. Work will include the alignment of the administrative procedures and policy with the strategic plan and the Board's value framework of inclusivity, Indigenous Worldviews and Perspectives, gender equity and equality.

4:20pm Board Chairperson Waite left the meeting to attend to other Board business.

Phase 1: Establish the criteria

Phase 2: Document audit

Phase 3: Policy review

Phase 4: Draft amendments, reformatting and policy development

Phase 5: Feedback and consultation with partners

Phase 6: Adoption

The intent is to come back to the committee as part of each phase - first is understanding the scope of the work. The committee will be making recommendations to the Board and the Board could consider the idea of obtaining public feedback through Notice of Motion (30-day public review), which is common in other districts. From the review, the Committee will be able to identify which

policies to prioritize.

The committee expressed their desire to have content experts, where appropriate, included in the process and to build partnership consultation into the timelines. The committee wants to have policies connected to the respective administrative procedures in addition to being shared in a convenient manner.

The Secretary Treasurer will be the point person for Scott's work. The committee discussed its role during Scott's audit and report preparation. The Secretary-Treasurer will follow up with Scott to determine how the committee can best support his work.

7. ACTION ITEMS

Action Items	Person(s) Responsible	Deadline
• Contact Scott regarding what the committee can provide.	Carrie McVeigh	ASAP
• Review of Policy 24 put on hold.	Chelsea McCannel-Keene	N/A
• Costing out of further consultations is put on hold pending Scott's work.	Carrie McVeigh	N/A

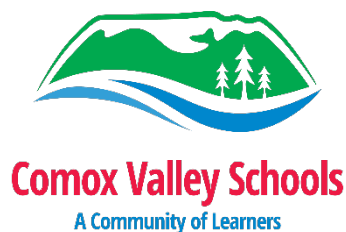
8. RECOMMENDATIONS TO THE BOARD OF EDUCATION

None.

9. FUTURE MEETING DATES

To be determined.

11. ADJOURNMENT – 5:20 pm



Comox Valley Schools

School District No. 71

INDIGENOUS EDUCATION COUNCIL (IEC) TRUSTEE REPORT June 24, 2025

June 10 Indigenous Education Council meeting at Ecole Puntledge Park Elementary

Lelaina Jules– Indigenous Education Update

- Presentation to IEC reviewing presentation to PVPs next year
- In collaboration with the manager of Indigenous education, completed 1:1 meetings with all Indigenous Support Workers. ISW placements have been sent out to all PVP and ISWs.
- Coordinated milling of cedar logs donated to Indigenous Education. In consultation with Karver Everson and Minto Mills owner Micaiah.
- In collaboration with NIDES principal and Joe Heslip we hired admin assistant Nellie to support the InEd online team starting August 2025.
- Prep for interview of the new vice principal of Indigenous Education
- InEd Staff Appreciation gathering on June 4 at Camp Gilwell
- Visited Comox Lake to witness KFN students learn more about the new canoes

Erin Higginbottom – Cultural Humility Work in Collaboration with SD71/KFN

- Erin, KFN's Education Coordinator presented a Cultural Humility workshop proposal in collaboration with Comox Valley Schools. The proposal was referred to the Cultural Humility Advisory Committee.

Connection and Activity with Indigenous K-1 program/ Nature Mandalas

- The IEC was fortunate to participate in some outdoor learning with the Indigenous K program

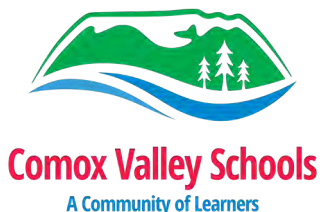
Associate Superintendent Joe Heslip presented on the:

- How Are We Doing
- Framework for Enhancing Learning
- Equity Scan
- Indigenous Focused Pro-D Day

Respectfully,

Susan Leslie

Susan Leslie, Trustee



Comox Valley Schools

School District No. 71

Office of the Secretary-Treasurer
BRIEFING NOTE

TO: Board of Education
FROM: Carrie McVeigh, Secretary-Treasurer
RE: **2025-2026 Board Meeting Schedule**

DATE: June 24, 2025

Purpose

The purpose of this briefing note is to present the proposed 2025–2026 Board Meeting Schedule for the Board of Education’s approval.

Strategic Alignment

The proposed meeting schedule advances the Board’s commitment to transparent, responsive, and accountable governance. By aligning regular meetings with the work of the Board, key reporting timelines and budget processes, the schedule supports informed decision-making, public engagement, and effective oversight of student-centered operations, all of which are consistent with the Board’s Strategic Plan priorities.

Background

In accordance with Board Policy 7 – *Board Operations*, the Board must establish a schedule of regular public meetings for the upcoming school year prior to the end of the current school year. The policy requires that a regular meeting be held at least once per month.

Analysis

The proposed schedule of In-Camera and Public Board meetings for the 2025–2026 school year is attached. All meetings are scheduled to be held at the School Board Office.

Recommendation

THAT the Board of Education, School District No. 71 (Comox Valley) approve the 2025-2026 Board Meeting Schedule as presented.

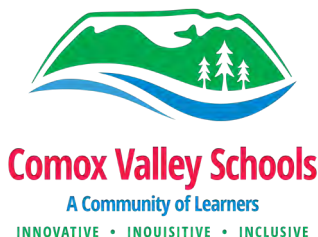
Respectfully submitted,

Carrie McVeigh

Carrie McVeigh
Secretary-Treasurer

Appendix A – Proposed Schedule

BOARD MEETING SCHEDULE 2025-2026			
DATE	TIME	MEETING	VENUE
September 23, 2025	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
October 28, 2025	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
November 25, 2025	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
December 16, 2025	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
January 27, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
February 24, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
March 17, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
April 28, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
May 26, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office
June 23, 2026	5:30	In-Camera Meeting	School Board Office
	7:00	Regular Board Meeting	School Board Office



Comox Valley Schools

School District No. 71
Office of the Superintendent of Schools

BRIEFING NOTE

TO: Board of Education
FROM: Janice Caton
RE: Elevating Student Voice

DATE: June 24, 2025

Purpose

To advocate for the formal integration of student voice into board processes, ensuring students are meaningfully included in decision-making that impacts their educational experience.

Strategic Alignment

As a Board of Education and trustees, we affirm that *students are at the center of everything we do*. This is echoed in our vision for “*compassionate, connected and personalized learning for all*.” To realize this vision, we must ensure students are genuinely engaged in the conversations and decisions that shape their education.

Background

Over the past school year, dialogues through the District Student Voice have highlighted the invaluable insights students bring on learning environments, school culture, and the challenges they face daily. These conversations underscore the need for a formal structure that brings student voice directly to the Board table.

Analysis

Rationale

- **Authenticity of Perspective:** Students are the only members of the school community who experience the full educational system firsthand, every day. Their perspectives can illuminate blind spots and challenge assumptions held by adults in leadership roles.
- **Transformational Engagement:** Inviting student voice into governance supports the board’s commitment to *transformative learning and equity*, as outlined in the Strategic Plan’s values of *Learning, Equity, and Relationships*.
- **Equity and Inclusion:** Establishing processes to listen to student perspectives, especially those from diverse and historically underrepresented backgrounds, enhances equitable decision-making and fosters a more inclusive school system, in alignment with the district’s *Truth and Reconciliation* and *Equity* commitments.

- **Evidence-Based Decision-Making:** Student feedback often reflects emerging trends and real-time experiences. Incorporating their voices strengthens our responsiveness as a board and deepens the impact of our decisions.

Objective

That the board establish a formal forum or mechanism, such as soliciting input into board decisions where appropriate from the District Student Voice, regular board-student dialogue sessions, or student representation at Committee of the Whole (COTW) meetings, to more fully embed student voice into the work of the board.

This step will not only reflect our values but also reinforce our commitment to cultivating an education system that *listens, learns, and leads with its students at the heart*, as envisioned in the Strategic Plan.

Recommendation

THAT the Board of Education of School District No. 71 (Comox Valley) direct the Superintendent to work with the District Student Council and the Board to develop a process for meaningful involvement of student voice in the work of the Board.

Respectfully submitted,

Janice Caton

Trustee