



Comox Valley Schools
A Community of Learners

Comox Valley Schools
School District No. 71

REGULAR BOARD MEETING MINUTES

Tuesday December 16, 2025
7:00 pm

In Attendance:

Trustees:

Michelle Waite, Board Chairperson
Susan Leslie, Trustee (online)
Chelsea McCannel-Keene, Trustee
Janice Caton, Trustee
Shannon Aldinger, Trustee
Cristi May Sacht, Trustee

Staff:

Dr. Jeremy Morrow, Superintendent of Schools and Acting Secretary-Treasurer
Dr. Joe Heslip, Associate Superintendent
Dr. Vivian Collyer, Associate Superintendent
Jay Dixon, Associate Superintendent
Jennifer Nelson, Assistant Secretary-Treasurer
Lelaina Jules, District Principal Indigenous Education
Molly Proudfoot, Director of Operations
Candice Hilton, Director of Finance
Josh Porter, Director of IT
Craig Sorochan, Manager of Communications

Regrets: Sarah Jane Howe, Vice Chairperson

Recording Secretary: Candace Jesson, Manager Administrative Services & Projects

1. Call to Order

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

2. Welcome and Land Acknowledgement

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.

3. Agenda Changes/Additions

Motion: (RP-2025-12-16-01)

THAT the Board of Education of School District No.71 (Comox Valley) amend the agenda to consider item 11(a)(i) Indigenous Education Council Terms of Reference immediately following the Equity Scan Update.

Caton/May Sacht

CARRIED

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.*

4. Adoption of Agenda

Pages 1-7

The Board proceeded with the agenda as amended.

5. Board Meeting Minutes

Pages 8-14

Motion: (RP-2025-12-16-03)

THAT the Board of Education of School District No.71 (Comox Valley) adopt the November 25, 2025, Regular Board Meeting Minutes as presented.

McCannel-Keene/Aldinger

CARRIED

6. Record of In-Camera Meetings

Page 15

- November 25, 2025 – Regular In-Camera Meeting

7. Presentations / Delegations

i. Equity Scan Update

Pages 16-35

Joe Heslip, Associate Superintendent

An overview was provided on the equity scan and plan; data collection has concluded, and analysis is underway.

The agenda order was amended to consider Item 11(a)(i) immediately following the Equity Scan Update.

Motion: (RP-2025-12-16-04)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Equity Scan Update, as presented.

McCannel-Keene/Aldinger

CARRIED

8. Announcements

A. Board Chairperson Report

The Board Chair acknowledged flooding and severe weather affecting colleagues across B.C. and expressed solidarity.

B. Superintendent Report

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The Superintendent noted completion of the SOGI Masterclass series for teachers; partnership delivery of Deaf and Hard of Hearing Day; the launch of 2026–2027 registration information, including new and expanded programs at Aspen Park and the Pathways Learning Community; District 71 Robotics achievements (Team 7842 Fractal) with the next event January 17; winter events across schools; a reminder of EFAP supports, with year-end thanks to staff, students, families, and partners.

C. Trustee Reports

- i. **Indigenous Education Council (IEC)**
Cristi May Sacht, Trustee Representative

Page 36

Highlighted the partnership with SD72 (Campbell River), including Terms of Reference and secretariat support; recruitment to fill IEC seats is underway; Indigenous Student Graduation Ceremony is set for June 6.

- ii. **Trustee Report**
Janice Caton, Trustee

Pages 37-38

Emphasized the importance of mental health and well-being, and the value of attending the Canadian School Board Association Conference.

Motion: (RP-2025-12-16-05)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Trustee Reports, as presented.

Aldinger/Caton

CARRIED

9. Standing Committee Reports

A. Open Committee of the Whole Board Report - none

Next Open Committee of the Whole Meeting:

TOPIC: School Growth Plans
DATE: January 13, 2026
TIME: 7:00 pm
LOCATION: School Board Office: 2488 Idiens Way, Courtenay

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B. Ad Hoc Policy Committee Board Report
Chelsea McCannel-Keene, Committee Chair

Pages 39-41

Next Ad Hoc Policy Committee Meeting:

TOPIC: Policy 13 Revision and Gender-Based Violence Draft Policy
DATE: January 20th, 2026
TIME: 5:00 pm
LOCATION: School Board Office: 2488 Idiens Way, Courtenay

Motion: (RP-2025-12-16-06)

THAT the Board of Education of School District No.71 (Comox Valley) confirm that the Ministry's requirement for a 'response to unexpected health emergencies' policy will be fulfilled through an administrative procedure under the authority of the Superintendent.
McCannel-Keene/May Sacht

CARRIED

C. Ad Hoc Gender-Based Violence Committee Board Report - none
Shannon Aldinger, Committee Chair

Next Ad Hoc Gender-Based Violence Committee Meeting:

TOPIC: Committee's Report to the Board
DATE: January 28, 2026
TIME: 8:30 am
LOCATION: 607 Cumberland Rd, Courtenay

Motion: (RP-2025-12-16-07)

THAT the Board of Education of School District No.71 (Comox Valley) receive the committee reports, as presented.
Aldinger/May Sacht

CARRIED

10. Decision Items

**A. Cumberland Community School Electrical & Telecommunication Distribution
Statutory Right of Way**
Jeremy Morrow, Superintendent and Acting Secretary-Treasurer

Pages 42-60

Motion: (RP-2025-12-16-08)

THAT the Board of Education of School District No. 71 (Comox Valley) pass all three readings of the Bylaw, cited as "School District No. 71 (Comox Valley), Cumberland

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Community School Electrical & Telecommunication Distribution Right-of-Way Bylaw, 2025", in one meeting, this date, December 16, 2025.

Caton/McCannel-Keene

CARRIED UNANIMOUSLY

Motion: (RP-2025-12-16-09)

NOW THEREFORE BE IT RESOLVED as a Bylaw of the Board that the Board enter into the Statutory Rights of Way and grant the Statutory Rights of Way in favour of BC Hydro and Telus, respectively, in the forms required by BC Hydro and Telus, subject to such amendments as the Secretary-Treasurer may, in their discretion, consider advisable, and register the Statutory Rights of Way against title to the Property in the Land Title Office.

BE IT FURTHER RESOLVED as a Bylaw of the Board that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Statutory Rights of Way in such forms and with such amendments thereto as the Secretary-Treasurer may, in their discretion, consider advisable, and the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver all related and ancillary documents required to complete the granting of the Statutory Rights of Way in favour of BC Hydro and Telus, respectively, on such terms and conditions as the Secretary-Treasurer may, in their discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

This Bylaw may be cited as "School District No. 71 (Comox Valley) Cumberland Community School Electrical & Telecommunication Distribution Right of Way Bylaw, 2025".

Read a first time this 16th day of December, 2025.

Caton/May Sacht

CARRIED UNANIMOUSLY

THAT the Board of Education of School District No.71 (Comox Valley) adopt the Bylaw cited as " School District No. 71 (Comox Valley) Cumberland Community School Electrical & Telecommunication Distribution Right-of-Way Bylaw, 2025", during the December 16, 2025 Regular Board meeting, being a Bylaw that provides BC Hydro and Telus with a Right-of-Way associated with electrical and telecommunication distribution services to the property.

Read a second time this 16th day of December, 2025.

Aldinger/McCannel-Keene

CARRIED UNANIMOUSLY

THAT the Board of Education of School District No.71 (Comox Valley) adopt the Bylaw cited as " School District No. 71 (Comox Valley) Cumberland Community School Electrical & Telecommunication Distribution Right-of-Way Bylaw, 2025", during the December 16, 2025 Regular Board meeting, being a Bylaw that provides BC Hydro and Telus with a Right-

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of-Way associated with electrical and telecommunication distribution services to the property.

Read a third time, passed and adopted this 16th day of December, 2025.

McCannel-Keene/May Sacht

CARRIED UNANIMOUSLY

B. Vanier Secondary School Electrical & Telecommunication Distribution Statutory Right of Way

Pages 61-78

Jeremy Morrow, Superintendent and Acting Secretary-Treasurer

Motion: (RP-2025-12-16-10)

THAT the Board of Education of School District No. 71 (Comox Valley) pass all three readings of the Bylaw, cited as "School District No. 71 (Comox Valley), George P. Vanier Secondary School Electrical & Telecommunication Distribution Right-of-Way Bylaw, 2025", in one meeting, this date, December 16, 2025.

May Sacht/Caton

CARRIED UNANIMOUSLY

Motion: (RP-2025-12-16-11)

NOW THEREFORE BE IT RESOLVED as a Bylaw of the Board that the Board enter into the Statutory Rights of Way and grant the Statutory Rights of Way in favour of BC Hydro and Telus, respectively, in the forms required by BC Hydro and Telus, subject to such amendments as the Secretary-Treasurer may, in their discretion, consider advisable, and register the Statutory Rights of Way against title to the Property in the Land Office.

BE IT FURTHER RESOLVED as a Bylaw of the Board that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Statutory Rights of Way in such forms and with such amendments thereto as the Secretary-Treasurer may, in their discretion, consider advisable, and the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver all related and ancillary documents required to complete the granting of the Statutory Rights of Way in favour of BC Hydro and Telus, respectively, on such terms and conditions as the Secretary-Treasurer may, in their discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

This Bylaw may be cited as "School District No. 71 (Comox Valley) George P. Vanier Secondary School Electrical & Telecommunication Distribution Right of Way Bylaw, 2025".

Read a first time this 16th day of December, 2025.

Caton/Leslie

CARRIED UNANIMOUSLY

THAT the Board of Education of School District No.71 (Comox Valley) adopt the Bylaw cited as " School District No. 71 (Comox Valley) George P. Vanier Secondary School Electrical &

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Telecommunication Distribution Right-of-Way Bylaw, 2025", during the December 16, 2025 Regular Board meeting, being a Bylaw that provides BC Hydro and Telus with a Right-of-Way associated with electrical and telecommunication distribution services to the property.

Read a second time this 16th day of December, 2025.

May Sacht/McCannel-Keene

CARRIED UNANIMOUSLY

THAT the Board of Education of School District No.71 (Comox Valley) adopt the Bylaw cited as " School District No. 71 (Comox Valley) George P. Vanier Secondary School Electrical & Telecommunication Distribution Right of Way Bylaw, 2025", during the December 16, 2025 Regular Board meeting, being a Bylaw that provides BC Hydro and Telus with a Right-of-Way associated with electrical and telecommunication distribution services to the property.

Read a third time, passed and adopted this 16th day of December, 2025.

McCannel-Keene/May Sacht

CARRIED UNANIMOUSLY

C. 2025 - 2026 District Calendar Amendment

Pages 79-81

Jay Dixon, Associate Superintendent

Presented the amended 2025-2026 District Calendar, compliant with Ministry requirements, to the Board of Education.

Motion: (RP-2025-12-16-12)

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

May Sacht/Aldinger

CARRIED

11. Information Items

A. Learning Services

i. Annual Receipt of the Indigenous Education Council Terms of Reference

Pages 82-93

U'magalis Keisha Everson, Indigenous Education Council Chair

Trustees had an opportunity to ask clarifying questions and explore viewpoints.

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Motion: (RP-2025-12-16-13)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the IEC Terms of Reference, as presented.

May Sacht/Aldinger

CARRIED

B. Business Services

i. Receive Statement of Financial Information (SOFI) Report

Pages 94-165

Candice Hilton, Director of Finance

The report is to be submitted by December 31st and posted to the website.

Motion: (RP-2025-12-16-14)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Statement of Financial Information for the fiscal year ended June 30, 2025, as presented.

Caton/McCannel-Keene

CARRIED

Motion to extend the meeting by 30 minutes. **(RP-2025-12-16-15)**

Caton/McCannel-Keene

CARRIED

ii. District Progress Report (Fall)

Pages 166-190

Jeremy Morrow, Superintendent and Acting Secretary-Treasurer

Received a high-level operations update for September through November, outlining activities supporting schools.

Motion: (RP-2025-12-16-16)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Fall 2025 Progress Report, as presented.

May Sacht/Aldinger

CARRIED

iii. Revised AP 167 – Unexpected Health Emergencies

Pages 191-196

Jeremy Morrow, Superintendent and Acting Secretary-Treasurer

Motion: (RP-2025-12-16-17)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the revised Administrative Procedure 167 for information.

Caton/May Sacht

CARRIED

i. Revised AP 212 – Early French Immersion

Pages 197-199

Vivian Collyer, Associate Superintendent

Motion: (RP-2025-12-16-18)

THAT the Board of Education of School District No. 71 (Comox Valley) receive the revised Administrative Procedure 212 for information.

May Sacht/Caton

CARRIED

12. Board Business

A. Unfinished Business

i. Response to Proposed CUPE After-School Child Care Partnership

Pages 200-201

Jeremy Morrow, Superintendent and Acting Secretary-Treasurer

Motion: (RP-2025-12-16-19)

THAT the Board of Education of School District No. 71 (Comox Valley) approve proceeding, in collaboration with CUPE Local 439, to develop a district-operated before-and-after school child care pilot.

AND THAT the Superintendent be authorized to take all necessary steps to obtain licensing, establish fees and operating procedures, and enter into any required agreements to support the pilot, and proceed subject to licensing and a business case that demonstrates that district operated child care will not negatively impact K-12 operations.

May Sacht/Caton

CARRIED

B. New Business

i. None

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13. Correspondence

A. Ministry of Health Re: Recent VIHA ICY Staffing Decisions

Page 202

B. Ministry of Education and Child Care Re: Gender-Based Violence Action

Pages 203-204

14. Public Question Period to the Board

Questions were received from the public. Responses were provided.

15. Adjournment

Motion:

Motion to adjourn.


Caton/McCannel-Keene

CARRIED


Board Approved on:

January 27, 2026

Certified Correct:



Dr. Jeremy Morrow
Acting Secretary-Treasurer



Sarah Jane Howe
Board Vice-Chairperson