

REGULAR BOARD MEETING MINUTES
Tuesday, November 26, 2019
7:00pm

In Attendance:

Trustees

Ian Hargreaves, Board Chair
Tonia Frawley, Vice Chair
Janice Caton
Sarah Jane Howe
Sheila McDonnell
Michelle Waite

Regrets:

Kat Hawksby, Trustee
Ian Heselgrave, Director of Operations
Lynda-Marie Handfield, Director of HR

Staff

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

1. Call to Order

Secretary-Treasurer Nicole Bittante called the meeting to order at 7:03pm and acknowledged that the meeting is being held on the traditional territories of the K'omoks First Nation.

2. Adoption of Agenda

Recommendation:

THAT the Board of Education adopt the November 26, 2019 Regular Public Board Meeting Agenda as amended.

CARRIED

3. Board Elections

At 7:05pm Trustee Kat Hawksby called in by phone to participate in the Board elections.

Appointment of Scrutineers

Scrutineers:

Candice Hilton, Director of Finance
Esther Shatz, Director of Instruction, Student Services

A. Election of Board Chairperson

The Secretary-Treasurer called for nominations for the position of Chairperson of the Board for a first time. Trustee Ian Hargreaves was nominated and let his name stand. The Secretary-Treasurer called for nominations a second time. Trustee Janice Caton was nominated and let her name stand. The Secretary-Treasurer called for nominations a third time. Hearing none, the Secretary-Treasurer asked the appointed scrutineers to distribute ballots for vote. Ballots were counted and Trustee Ian Hargreaves was declared Board Chairperson for the ensuing year.

Trustee Ian Hargreaves assumed the Chair.

B. Election of Board Vice-Chairperson

The Board Chairperson called for nominations for the position of Vice-Chairperson of the Board for a first time. Trustee Tonia Frawley was nominated and let her name stand. The Board Chairperson called for nominations a second time. Trustee Janice Caton was nominated and declined. Trustee Janice Caton left the meeting at 7:15pm. The Board Chairperson called a third time for nominations. Hearing no further nominations, the Board Chairperson declared Trustee Tonia Frawley Vice-Chairperson of the Board for the ensuing year.

C. Election of BCSTA Provincial Council Representative and Alternate

The BCSTA Bylaws provide that each member Board shall elect one trustee as *representative* and one trustee *alternate representative* to the Provincial Council

a) Nominations for *representative* to the BCSTA Provincial Council called by Chairperson

The Chairperson called for nominations for the position of representative to the BCSTA Provincial Council a first time. Trustee Tonia Frawley was nominated and let her name stand. The Chairperson called for nominations a second time. Hearing none, the Chairperson called for nominations a third time. Hearing no further nominations Trustee Tonia Frawley was declared representative to the BC School Trustees Association Provincial Council for the ensuing year.

b) Nominations for *alternate representative* to the BCSTA Provincial Council called by Chairperson

The Chairperson called for nominations for the position of alternate representative to the BCSTA Provincial Council a first time. Trustee Michelle Waite was nominated and let her name stand. The Chairperson called for nominations a second time. Hearing none, the Chairperson called for nominations a third time. Hearing no further nominations, the Chairperson

declared Trustee Michelle Waite as the alternate representative to the BC School Trustees Association Provincial Council for the ensuing year.

D. Election of BCPSEA Trustee Representative and Alternate

The BCPSEA Bylaws provide that each member Board shall elect one trustee as *representative designate* and one trustee as *alternate designate* to the BCPSEA Representative Council.

a) Nominations for *representative designate* to the BCPSEA Representative Council by Chairperson

The Chairperson called for nominations for the position of representative designate to the BCPSEA Representative Council a first time. Trustee Sheila McDonnell was nominated, and let her name stand. The Chairperson called for nominations a second time. Hearing none, the Chairperson called for nominations a third time. Hearing no further nominations, the Chairperson declared Trustee Sheila McDonnell as the representative designate to the BC Public School Employers Association for the ensuing year.

b) Nominations for *alternate designate* to the BCPSEA Representative Council called by Chairperson

The Chairperson called for nominations for the position of alternate designate to the BCPSEA Representative Council a first time. Trustee Sarah Jane Howe was nominated and let her name stand. The Chairperson called for nominations a second time. Hearing none, the Chairperson called for nominations a third time. Hearing no further nominations, the Chairperson declared Trustee Sara Jane Howe as the alternate designate to the BC Public School Employers Association for the ensuing year. Kat Hawksby left the meeting (via phone) at 7:22pm.

E. Destruction of Ballots

Recommendation:

THAT the ballots from the Board elections be destroyed.

CARRIED

4. Board Meeting Minutes

Recommendation:

THAT the Board of Education adopt the October 22, 2019 Regular Board Meeting Minutes as amended.

CARRIED

5. Old Business

A. Vaping in Schools

Superintendent Demeo provided a verbal report that the Board of Education is in the process of writing letters to the Ministry of Health and Ministry of Education (cc MLAs) regarding concerns about vaping in schools and the impact on students. Additionally, there will be a “Let’s Clear the Air” vaping and youth information session being held on January 08, 2019 At Mark R. Isfeld Secondary. The presentation will be by the Island Health Authority Senior Medical Officer and Reduction Coordinator and Tobacco & Vapour Prevention and Control Program.

B. Environmental Assessments

Superintendent Demeo provided a verbal report about moving forward with an environmental assessment of all School District No. 71 properties. The cost will be approximately \$60,000 and will help bring awareness about protected areas and other environmental matters.

6. Report on In-Camera Meetings:

- A. Tuesday November 05, 2019
- B. Tuesday, November 26, 2019

- Personnel
- Land
- Other

7. Board Chair’s Report

Chair Hargreaves thanked the trustees and provided a verbal report on his background as a teacher/educator, his work in connection with special needs students, and his experience as a Trustee including the committees he has served on.

8. Presentations / Delegations

A. Andrew Young, Teacher, Recipient of the 2019 Alex Trebek Medal for Geographic Literacy

Julie Shields, Principal of Georges P. Vanier Secondary introduced Andrew Young explaining the award he received, the valuable work he has done as a teacher, and a personal message from a previous student who was grateful to have him for a teacher. Mr. Young shared his experience of receiving the award as well as some personal stories.

B. Comox Valley Transition Society and Dawn to Dawn Action on Homelessness Society

Michele Vanderwoude, Resource Development Director, and Comox Valley Transition Society, and Richard Clarke, Dawn to Dawn Action on Homelessness Society provided homelessness statistics and information about the first annual Coldest Day of the Year fundraising event to be held by schools on February 19, 2019 in hopes that the school district will join in on the event.

9. Education Committee Meeting – November 05, 2019

A. Indigenous Education – Board Report

Recommendation:

THAT the Board of Education receive this report as information.

CARRIED

Next Education Committee Meeting:

TOPIC: Mental Health
DATE: January 14, 2020
TIME: 6:30pm
LOCATION: School Board Office

10. Strategic Direction

A. Superintendent

- i. District News**
Board Information
- ii. Boundary Catchment Review Update**
Verbal Update – Board Information

B. Assistant Superintendent

- i. Graduation Rates**
Verbal Update – Board Information
- ii. Foundation Skills Assessments (FSA) Update**
Verbal Update – Board Information
- iii. Dress Code Policies**
Verbal Update – Board Information

C. Secretary-Treasurer

- i. Lead Levels in Water**
Briefing Note – Board Information

Recommendation:

THAT the Board of Education receive this Briefing Note as provided.

CARRIED

D. Human Resources

- i. Retirements and Recognition**

Recommendation:

THAT the Board of Education receive this report as information.

CARRIED

11. Board Committee Reports

A. Finance Committee Board Report – Monday, November 18, 2019

Recommendation:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the spending plan in principle for the 2018-19 unrestricted operating surplus as presented.

CARRIED

Recommendation:

THAT the Board of Education receive the Finance Committee Board Report as provided.

CARRIED

B. Facilities Committee Board Report - Tuesday, November 19, 2019

Recommendation:

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

CARRIED

C. Policy Committee Board Report – Monday, September 09, 2019

Recommendation:

THAT the Board of Education receive the Policy Committee Board Report of October 21, 2019 as provided.

CARRIED

Recommendation:

THAT the Board of Education receive the Policy Committee Board Report of November 19, 2019 as provided.

CARRIED

Recommendation:

THAT the Board of Education approve the development of a policy around AP 170 – Non-Discrimination.

CARRIED

i. Policies and Administrative Procedures

Briefing Note – Board Information

Recommendation:

THAT the Board of Education approve and adopt Policy 22 – Provision of Menstrual Products to Students as presented.

CARRIED

Recommendation:

THAT the Board of Education approve and adopt Policy 23 – Physical Restraint and Seclusion of Students as presented.

CARRIED

Recommendation:

THAT the Board of Education receive AP 354 – Physical Restraint and Seclusion of Students for information only.

CARRIED

Recommendation:

THAT the Board of Education receive AP 362 – The Evergreen Certificate for information only.

CARRIED

12. Board Business

- A. Trustee Report: Clever Raven Aboriginal Head Start**
Ian Hargreaves, Trustee (Puntledge/Black Creek)
Board information
- B. Trustee Report: Mosquito Information Session**
Ian Hargreaves, Trustee (Puntledge/Black Creek)
Board information
- C. Trustee Report: BCSTA Provincial Council Business Meeting**
Ian Hargreaves, Trustee (Puntledge/Black Creek)
Board information

- D. Trustee Report: BCSTA Standing Committee on Indigenous Education**
Ian Hargreaves, Trustee (Puntledge/Black Creek)
Board information
- E. Trustee Report: NIC Regional Community Forums, Strategic Plan**
Ian Hargreaves, Trustee (Puntledge/Black Creek)
Board information
- F. Trustee Report: Coastal Ferry Vision Forum**
Sheila McDonnell, Trustee (Baynes Sound, Hornby & Denman Islands)
Board information
- G. Trustee Report: Comox Valley Social Planning Society (CVSPS)**
Sheila McDonnell, Trustee (Baynes Sound, Hornby & Denman Islands)
Board information
- H. Trustee Report: Vancouver Island School Trustee Association (VISTA) Branch Meeting**
Kat Hawksby, Trustee (City of Courtenay)
Board information
- I. Trustee Report: Indigenous Education Council (IEC) Meeting**
Kat Hawksby, Trustee (City of Courtenay)
Board information
- J. Notice of Motion:** Sheila McDonnell, Trustee (Baynes Sound, Hornby and Denman Islands)

Recommendation:

THAT the Superintendent review the current science and judgement regarding the requirement for seat belts in school buses carrying School District No. 71 students.

13. Board Correspondence

- A. Correspondence: from Morrison Creek Streamkeepers to School District No. 71 – Environmental Assessments of School District No. 71 Properties**
Janice Caton, Trustee
Board information
- B. Correspondence: from Social Planning and Research Council of British Columbia (SPARC BC) to School District No. 71**
Janice Caton, Trustee
Board information

14. Public Question Period

15. Meeting Adjourned – 8:46pm

Certified Correct:



Nicole Bittante, CPA, CA
Secretary-Treasurer



Ian Hargreaves
Board Chair