

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**

**Regular Board Meeting (Public) AGENDA**

**R1/Tuesday, January 24, 2012**

**7 pm**

Pg #

Item

Recommendation

**A CALL TO ORDER**

**B ADOPTION OF REGULAR BOARD MEETING MINUTES R9/November 22, 2011 and SPECIAL BOARD MEETING MINUTES S5/December 6, 2011**

circulated earlier in draft form for Board approval.

THAT the Board approve the Regular Board Minutes, R9/November 22, 2011.

THAT the Board approve the Special Board Minutes, S5/December 6, 2011.

**C ADOPTION OF AGENDA**

The Procedural Bylaw provides that any additions to this Agenda require the unanimous approval of all Board members present.

THAT the Board waive the 48-hour notice period required under the Procedural Bylaw in order to consider additions to the Agenda, and adopt the Agenda as amended, the amendments to consist of...

**D REPORT ON IN CAMERA MEETING HELD FROM 6 pm to 7 pm**

Prior to the Regular Meeting, the Board held an "In Camera" meeting.

**E PRESENTATION/DELEGATION**

1. Steve Stanley, President, Comox District Teachers Association (CDTA), **Board Welcome** 5 minutes

Board Information

**F OLD BUSINESS**

**G CHAIR'S REPORT**

Board Information

**H MANAGEMENT REPORTS**

--Superintendent's Report

1. **Good News Items**, Sherry Elwood, Superintendent

Board Information

**I -- Secretary Treasurer's Report**

1. **Capital Funding, Full Day Kindergarten Modular Site Preparation and Modular Classroom Acquisition**, Ron Amos, Acting Secretary Treasurer

THAT School District No. 71 (Comox Valley) Capital Project Bylaw No. 126160 in the amount of \$3,035,119 receive its first reading.

THAT School District No. 71 (Comox Valley) Capital Project Bylaw No. 126160 in the amount of \$3,035,119 receive its second reading.

THAT School District No. 71 (Comox Valley) Capital Project Bylaw No. 126160 in the amount of \$3,035,119 receive its third and final reading.

Page 3

Page 5

Pg #	Item	Recommendation
	<b>J -- <u>Human Resources Report</u></b>	
Page 6	1. Retirements and Resignations	
	<b>K <u>BOARD COMMITTEE REPORTS</u></b>	
	(a) <b><u>Finance Committee</u></b> Committee Chair: Rick Grinham	
Page 7	Minutes of <u>January 13, 2012</u> Finance Committee Meeting attached for Board Information.	<b>Board Information</b>
	<u>Upcoming Committee Meeting Date:</u> Monday, February 13, 2012	
	(b) <b><u>Policy Advisory Committee</u></b> Committee Chair: Paula Selby	
	<u>Upcoming Committee Meeting Date:</u> Tuesday, February 7, 2012	
	(c) <b><u>Education Committee Meeting</u></b> Committee Chair: Janice Caton	
	Committee Chair, Janice Caton will provide verbal update.	
	<b>L <u>BOARD APPOINTEES to OTHER BODIES/COMMITTEE STRUCTURE</u></b>	
Page 9	1. <b>BC School Trustees Association (BCSTA) – Trustee Academy, December 8 to 10, 2011, Vancouver, BC. Summary Report, Janice Caton (BCSTA Trustee Representative)</b>	<b>Board Information</b>
	<b>M <u>NEW BUSINESS</u></b>	
	<b>N <u>CORRESPONDENCE</u></b>	
Page 10	1. Steve Stanley, CDTA President, <b>SD 71 September 2011 Superintendent’s Class Size Report</b>	<b>Board Discussion</b>
	Motion passed <b>R8/October 25, 2011</b> regular Board meeting: <i>“deferred to the January 24, 2012 regular Board meeting.”</i>	
	<b>O <u>QUESTIONS and ENQUIRIES</u></b>	
	<b>P <u>ADJOURNMENT</u></b>	

# School District No. 71 (Comox Valley)

Office of the Superintendent of Schools

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## Good News: District Celebrations

There are many, many things to celebrate daily in our schools. We encourage anyone with "good news" to send them to [debra.page@sd71.bc.ca](mailto:debra.page@sd71.bc.ca) so that monthly we can honour all that our schools do to support the community and world.



### Secondary ...

- ✚ **IB Certification** has been granted to Highland Secondary as they embark on offering the International Baccalaureate Diploma Program to students from across the district. Information sessions are currently underway for parents and students and planning is happening for the first cohort to begin in Grade 11 in September.

Highland School will be hosting an **International GAP** student from the UK, who has come to us through our affiliation with John Abbott and the 21<sup>st</sup> Century Learning Initiative. Students express an interest in working in a school community overseas and then come to one of our school districts to work with staff and students. At the end of their stay here, the student will return to college in the UK to complete her teaching credentials having had work experience and immersion in a school setting.

- ✚ NIDES are planning to offer two new school programs as options for parents and students who wish to embrace **21<sup>st</sup> Century Learning** concepts and practices in a blended model that combines the best of classroom based instruction with distributed learning.
  - The **Fine Arts eCademy** is a blended K-9 program that emphasizes curriculum integration and global education delivered through the fine arts. This program will serve an estimated 100 - 140 students and will be located at the Tsolum Campus. Students attend the campus three days per week for instruction and fine arts classes. The remainder of their studies is through distributed learning.
  - **ENTER**, (e-Cademy of New Technology Engineering & Robotics) is a middle years program for grades 6-8 students who would thrive, learning in a hands-on environment, centred on explorations in engineering, science, and robotics.

- Another of the changes that is taking place at NIDES is the name of the school to **navigate** (powered by NIDES). This is an unofficial name change, more of a rebranding of the school. Commencing in February, the school will be launching the website, and materials that support their official program name change.

✚ GP Vanier's **CSI** class has been busy solving the murder of the school principal. Chemistry and English teachers implemented their plan to offer their students an integrated project approach to these two secondary courses. By all accounts, the mystery is unraveling. Visit Youtube to see the news coverage of the "crime."

### Elementary ...

✚ Brooklyn and Valley View had their **spelling bee** sessions and many students participated in them....

✚ **Ready Set Learn**.....all of our schools are doing a Ready Set Learn event this month bringing the preschool children and families into our schools.

✚ Miracle Beach is starting a **home reading program** and they are ready to roll out over 30 Borrowing Bags for all students to access. These are thematic collections (eg. Dinosaurs, hockey, Canada, fairy tales, birds ...) with text at a range of abilities, all packaged up in a sturdy backpack designed for reading practice and enjoyment. They will be available for sign out from the library next week, and will be officially launched at our family literacy sharing assembly on Wednesday, January 25, 2012.

### Destination Imagination...

✚ Building on the success this district enjoyed last year, involvement in Destination Imagination has really taken off, with more than double the number of teams participating from Isfeld, Vanier, Highland, Robb Road, Brooklyn, Huband, Denman Island and Courtenay Elementary. These teams will be competing in the Regionals at Ecole des Deux Mondes in Campbell River, which will be co-hosted by SD72 and SD71. A small army of volunteers will make the journey north on March 3<sup>rd</sup> to support the event, including administrators, teachers and alumni students. Those teams who excel at the Regionals will qualify for the Provincials in West Vancouver on April 14, 2012.

### Student Services...

✚ 25 Teachers, EAs and TOC are participating in the **POPARD** Autism course offered by Students Services, Saturdays in January and February.

**CAPITAL PROJECT BYLAW 126160**  
**Full Day Kindergarten – Capital Funding**  
**Modular Site Preparation/Modular Classroom Acquisition**

A BYLAW by the Board of Education of School District No. 71 (Comox Valley) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement (where required);
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$3,035,119 for Project No. 126160 is hereby adopted.
- 2. This Bylaw may be cited as "School District No. 71 (Comox Valley) Capital Project Bylaw No. 126160.

READ A FIRST TIME THE \_\_\_\_\_.

READ A SECOND TIME THE \_\_\_\_\_.

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 71 (Comox Valley) Capital Project Bylaw No. 126160 adopted by the Board the \_\_\_\_\_.

\_\_\_\_\_  
Secretary-Treasurer

**Retirements:**

Martin R. Maxwell, M.S., Speech Language Pathologist, Student Services will retire from the district effective February 29, 2012 after 23 years of service with the district.

Liam Bishop, Teacher, Mark R. Isfeld Secondary School will retire effective January 31, 2012 after 32 years of service with the district.

Barbara Angell, Learning Support Teacher, Aspen Park Elementary School will retire effective June 30, 2012 after 22 years of service with the district.

Randall Meyer, Teacher, Highland Secondary School will retire effective January 31, 2012 after 17 years of service with the district.

Gordon Funk, Teacher, Aspen Park Elementary School will retire effective March 31, 2012 after 22 years of service with the district.

Geoff Praine, Teacher, Cumberland Jr., will retire effective February 29, 2012 after 34 years of service with the district.

Jacqueline Arden Green, Teacher, retired September 30, 2011 after 30 years of service with the district.

**Resignations:**

Glenn Wills, Custodian, Highland Secondary School has resigned effective December 20, 2011 after 12 years of service with the district.

Nancy Meffen, Education Assistant, will resign effective January 31, 2012 after 7 years of service with the district.

# Finance Committee—Minutes

Friday, January 13, 2012  
School Board Office, Seminar Room  
3 pm

## Members

Rick Grinham (Chair)  
Peter Coleman (Trustee Representative)  
Donna Gambacorta (Alternate Trustee Representative)  
Ron Amos (Acting Secretary Treasurer)  
Ian Heselgrave (Director of Operations)  
Debbie Page (Recording Secretary)

## In Attendance

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## AGENDA ITEMS

### Public Agenda

1. **2011-2012 Budget**

Acting Secretary Treasurer Ron Amos provided the committee with an overview of the 2011-2012 budget: a cost comparison between last year/this year.

2. **Preliminary Enrolment**

Acting Secretary Treasurer Ron Amos provided an enrolment summary: using Baragar data/ demographics; actual head count; funding; International students; NIDES, and projections in enrolment (inflow/outflow).

3. **2012-13 Budget Timeline (DRAFT)**

A working draft of budget timelines along with board/committee meeting dates and public consultation date(s) (x2) were discussed.

**Next Finance Committee Meeting: Monday, February 13, 2012.**

# School District No. 71 (Comox Valley)

Acting Secretary Treasurer

607 Cumberland Road  
Courtenay, B.C., V9N 7G5  
Fax (250) 334-5552  
Telephone (250) 334 -5528

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## 2012 / 2013 Budget Timelines (Working Draft)

January Management development of 12/13 enrolment and staffing projections

January 24 Board Meeting (approval of timelines?)

### Setting of Budget Priorities...

February Management team (discussions on priorities)

February 13 Finance Committee

February 28 Board Meeting

### Budget Input...Proposals and Review

March Management team

March 12 Finance Committee (12/13 budget development priorities)

March 15 Ministry announcement regarding 12/13 funding

March Discussions with Partner Groups

March 27 Board Meeting

April Management team discussions (w. Trustees)

April ? Finance Committee

April 24 Board Meeting

April Public budget consultation (x2)

May 22 Approval of Budget

# School District No. 71 (Comox Valley)

Board of Education

607 Cumberland Road  
Courtenay, B.C., V9N 7G5  
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January 24, 2012

## Report from December BCSTA Academy

I was able to attend the academy along with the rest of my colleagues including superintendent Sherry Elwood and acting secretary treasure Ron Amos.

BCSTA hosted a forum "A Vision for 21<sup>st</sup> Century Learning" where trustees and district staff met to discuss concerns, share ideas and the all important implementation question - what next? The common theme was funding and the need to fund the new vision and changes.

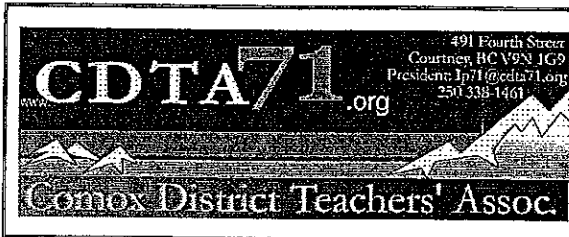
The focus of this academy was building the trustee team and board governance and several sessions and workshops were geared to providing examples and lessons learned from experienced trustees and superintendents.

Keynote speakers were Dr. Martha Piper, former president, University of British Columbia and Dr. Stephen Murgatroyd, former dean at Athabasca University.

We also heard from the Minister of Education George Abbott.

A side note Minister Abbott presented our new trustee from Cumberland Rick Grinham a small token of being successfully elected to the board of education.

Janice Caton  
Trustee and BCSTA Representative



President, Steve Stanley . . . . . lp71@cdta71.org  
Vice-President, Barb Conners . . . . barg71@cdta71.org  
Executive Secretary, Shirley Miller . .office71@cdta71.org

October 7, 2011

Re: SD71 September 2011 Superintendent's Class Size Report

Dear Trustees:

Another year goes by and we are again at that point where our Superintendent must report to you on the class size and composition issues in our District. Despite the best efforts of administrators and senior management, we are yet again in a position to report that dozens of classes are beyond the class size limits of the School Act and hundreds of classes exceed the number of students with special needs in them.

In our junior and senior high schools there are a total of seventy-one classes this year with more than thirty students in them. A majority of forty-one of these classes are academic classes consisting of Math, Science, Social Studies and English. Looking even more closely at these numbers, you will see that thirteen of these classes are Grade 12 graduation credit classes and twelve are math and science courses which have large and challenging curricula. The extra burden on classroom teachers to meet the diverse needs of such large numbers of students and help all of them be successful is extreme.

In addition to numbers of students, the School Act also prescribes a limit of three to the number of students with special needs in each class. However, in our elementary schools we have twenty classes with four students with special needs, four classes with five special needs students, eight classes with six, two classes with seven and one class with eight students with special needs. Although administrators work hard to provide support for these children in the form of Educational Assistants in the classes and so on, it is still extremely hard to meet the challenges of supporting all students when resources are so limited due to under-funding from the government.

At secondary, the situation in regards to class composition is even more severe. We have over 240 classes with more than three students with special needs including 80 with four, 71 with five, 37 with 6, and 31 with seven students with special needs. At the extreme end, we find that there are 9 classes with eight students with special needs and 16 with nine or more students who have special needs. The most serious of these classes include 4 classes with 10, 2 with 11, 2 with 14 and 1 class with 15 students with special needs in it. The challenges of supporting the diverse learning needs of these large numbers of students at the same time as teach, assess and evaluate progress through challenging academic curricula are dramatic and are taking a toll on the health and well-being of the many teachers who are faced with trying to accomplish this task. Our numbers may not be the worst in the province, but they still clearly indicate that there are not enough resources in the system to ensure that all classes fall within the strictures of Section 76 of the School Act.

Despite the many teachers who have disagreed with the organization of their classes, by the definitions provided in the School Act, the Superintendent is once again stating that all classes are "appropriate for student learning". Teachers believe that more can and must be done to support all of our students. We encourage the Board to release as much money as possible and put it into classrooms immediately. We understand that there is a conservative preference to maintain an annual surplus in case of emergencies, but it is our firm belief that this money should be spent to help the students each year. The School Board has kept a surplus every year of over \$1 million that could have been applied to helping students and last year's surplus was even in excess of this amount. While the books are balanced, the classroom situations continue to deteriorate and students struggle to get the help they need in order to be successful. We urge trustees to get down to the business of eliminating these situations so all kids have the best chance of success this year.

Sincerely,

Steve Stanley  
CDTA President

cc: Sherry Elwood, SD71 Superintendent  
Kerry Richardson, BCTF Field Service Rep.