



**AGENDA**  
**Open Board Meeting**  
**Tuesday, November 6, 2018**  
**Yuxwule' Eagle Room (Boardroom) 4:30 PM**

Page

1. CALL TO ORDER

We respectfully acknowledge that we are meeting on the traditional and ancestral lands of the Coast Salish people where we live, learn and play.

2. ELECTION OF CHAIR

3. ELECTION OF VICE CHAIR

4. DESTROY BALLOTS

4.1. Motion to Destroy Ballots

*"That the Board of Education of School District No. 79 (Cowichan Valley) requests that all ballots be destroyed."*

5. ADOPTION OF AGENDA

5.1. Motion to Adopt Agenda

*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the November 6, 2018 Open Board Meeting."*

6. MINUTES

6.1. Minutes of the October 2, 2018 Open Board Meeting

3 - 6

*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the October 2, 2018 Open Board Meeting."*

[Minutes of the October 2, 2018 Open Board Meeting](#)

7. SECRETARY - TREASURER

7.1. For Board Action

7.1.1. Election Results

7 - 8

*"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Declaration of Official Election Results from the Chief Election Officer."*

[Report to Board of Education](#)  
[SD79 Declaration of Official Election Results](#)

7.1.2. Transfer of Signing Authority

*"That the Board of Education of School District No. 79 (Cowichan Valley) authorizes the transfer of signing authority to \_\_\_\_\_, Board Chair or \_\_\_\_\_, Vice Chair and one of Rod Allen, Superintendent or Jason Sandquist, Secretary-Treasurer."*

8.	COMMITTEES AND OUTSIDE ORGANIZATIONS	
9.	UPCOMING MEETINGS AND EVENTS	
9.1.	Schedule of upcoming meetings and events <a href="#"><u>Scheduled Meetings November 6, 2018</u></a>	9
9.2.	Remembrance Day <a href="#"><u>School Remembrance Day Assemblies 2018</u></a>	10
10.	NEW BUSINESS	
11.	QUESTION PERIOD	
12.	ADJOURNMENT	

**MINUTES OF THE OPEN MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 79  
(COWICHAN VALLEY) HELD ON TUESDAY, OCTOBER 2, 2018 AT 4:30 PM IN THE BOARDROOM**

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**PRESENT:**

Chair, Candace Spilsbury  
Trustees Barb de Groot, Elizabeth Croft, Randy Doman, Rob Hutchins, Cathy Schmidt and Joe Thorne  
Rod Allen, Superintendent  
Jason Sandquist, Secretary-Treasurer  
Sheryl Koers, Associate Superintendent  
Tom Longridge, Associate Superintendent  
Monroe Grobe, Director of Operations  
Mike Russell, Communications Manager

Gina Kueber, Recording Secretary

**APOLOGIES:**

Denise Augustine, Director of Aboriginal Education and Learner Engagement  
Karen Blow, Assistant Secretary-Treasurer

1. **Call to Order**

Trustee Spilsbury called the meeting to order at 4:32 pm and acknowledged that the meeting was taking place on the traditional and ancestral lands of the Coast Salish people where we live, learn and play.

2. **Adoption of Agenda**

a. **Motion to Adopt Agenda**

Addition to the agenda:

12. b. Feedback - BCSTA

Moved by Trustee Schmidt seconded by Trustee Hutchins *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the October 2, 2018 Open Board Meeting as amended."*

CARRIED

3. **Minutes**

a. **Minutes of the September 4, 2018 Open Board Meeting**

Moved by Trustee de Groot seconded by Trustee Doman *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the September 4, 2018 Open Board Meeting."*

CARRIED

b. Minutes of the September 13, 2018 Special Open Board Meeting

Moved by Trustee Schmidt seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the Minutes of the September 13, 2018 Special Open Board Meeting."*

CARRIED

c. Minutes of the September 27, 2018 Special Open Board Meeting

Moved by Trustee Doman seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the Minutes of the September 27, 2018 Special Open Board Meeting."*

CARRIED

4. **Recognition and Delegations**

a. Trustee Schmidt

Trustee Spilsbury congratulated the Board of Education on the last meeting of their term and expressed thanks for a term well done. Trustee Schmidt was recognized for her many years as a School Trustee and her exemplary service to students and parents in the district. She was presented with a token of appreciation.

5. **Report of Closed Meeting**

The Secretary-Treasurer reported that during the closed portion of the meeting multiple facility issues and a personnel item were discussed.

6. **Old Business**

a. Action List

The Action List was reviewed. Trustees were reminded that World Teachers Day is on October 5th. The Superintendent and Secretary-Treasurer are planning to meet with the Cowichan Valley Heritage Schools Society representatives about archival materials. Trustee Spilsbury will connect with the Communications Manager to create a video response for the Select Standing Committee on Finance and Government Services Budget 2018 Consultation.

7. **Superintendent of Schools**

7.1 **Personnel**

a. Introduction of Communications Manager

The Superintendent introduced Mike Russell, the District's new Communications Manager. Mr. Russell spoke about his passion for community engagement and was warmly welcomed by Trustee Spilsbury on behalf of the Board.

7.2 **For Board Information**

a. Superintendent's Update

The Superintendent advised that the District has approximately 8,077 students, an increase of 220 over projections and a total increase of 289 from September of last year. He gave a comparison of the district now compared to September 2014, recognizing an increase of 814 students, 94 teachers and 61 support staff. The Operating Budget has increased 15%, Special Purpose Grants 159%, and Capital by 3%. The Superintendent reported that there are many brand new teachers in the district, giving us a much younger demographic than in prior years.

The Superintendent presented a PowerPoint on the September 24, 2018 District Pro-D Day titled "Knowing Our Learners".

Orange Shirt Day for Residential School Awareness was recognized in schools on Friday, September 28th and Monday, October 1st.

The District Student Advisory Committee is hosting a Grade 12 gathering on October 10th in conjunction with Vancouver Island University. Students will all come together for an opportunity to get to know each other as well as learn more about post-secondary opportunities. The event will take place between 10:30 am and 1:30 pm at VIU.

b. Mill Bay Elementary Grand Opening

The Superintendent advised that the Grand Opening for Mill Bay Elementary Nature School will take place on October 23rd. Details will be provided at a later date.

7.3 **For Board Action**

8. **Secretary - Treasurer**

8.1 **Personnel**

8.2 **For Board Information**

a. 2018 School Trustee Election

The Secretary-Treasurer reminded Trustees that the School Trustee Election is taking place on October 20, 2018, and there are 8 candidates running for 7 seats on the School Board.

8.3 **For Board Action**

9. **Committees and Outside Organizations**

a. Minutes of the May 17, 2018 DPAC Meeting

Moved by Trustee Schmidt seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the May 17, 2018 DPAC Meeting."*

CARRIED

- b. Summary of the September 18, 2018 Advisory Committee Meeting

Moved by Trustee Croft seconded by Trustee Doman *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Summary of the September 18, 2018 Advisory Committee Meeting."*

CARRIED

10. **Upcoming Meetings and Events**

- a. Schedule of upcoming meetings and events

The Schedule of Upcoming Meetings and Events was reviewed.

11. **Correspondence**

12. **New Business**

- a. Remembrance Day Ceremonies

Trustees agreed to attend Remembrance Day ceremonies in the four corners of the district and will invite students to join them.

- b. BCSTA Draft Ministry of Education Memorandum of Understanding

Trustee Spilsbury requested that Trustees review the BCSTA Draft Ministry of Education Memorandum of Understanding and forward comments to her.

13. **Question Period**

14. **Adjournment**

- a. Motion to Adjourn

Moved by Trustee Schmidt seconded by Trustee de Groot *"That there being no further business, the meeting be adjourned."*

CARRIED

The meeting adjourned at 5:05 pm.

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Candace Spilsbury, Chair

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Jason Sandquist, Secretary-Treasurer

October 25, 2018

Board of Education  
School District No. 79 (Cowichan Valley)  
2557 Beverly Street  
Duncan, BC

Dear Chair and Trustees,

Attached please find the *Declaration of Official Election Results* as well as the *Determination of Election Results* for the 2018 School Trustee Election.

Starting with the candidate receiving the most votes, the candidates elected are:

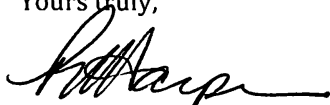
Rob Hutchins  
Elizabeth Croft  
Candace Spilsbury  
Barb de Groot  
Randy Doman  
Joe Thorne  
Johanne Kemmler

In total there were nearly 18,000 ballots cast for School Trustee in this election.

Please make sure you file your Campaign Financing Disclosure Statement with Elections BC by January 18, 2019. You are required to file a statement even if you did not spend anything on your campaign. For more information contact Elections BC directly.

Congratulations on your election.

Yours truly,



Robert Harper  
Chief Election Officer

encl.

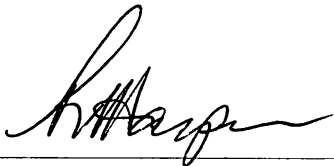
Form No. 6-4  
LGA s.146(2)(b)

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)  
DECLARATION OF OFFICIAL ELECTION RESULTS  
GENERAL LOCAL ELECTION – 2018  
OFFICE OF SCHOOL TRUSTEE**

I, Robert Allen Harper, Chief Election Officer, do hereby declare elected the following candidates, who received the highest number of valid votes for the office of School Trustee.

1. Hutchins, Rob \_\_\_\_\_
2. Croft, Elizabeth \_\_\_\_\_
3. Spilsbury, Candace \_\_\_\_\_
4. de Groot, Barbara Diane \_\_\_\_\_
5. Doman, Randy H. \_\_\_\_\_
6. Thorne, Joe \_\_\_\_\_
7. Kemmler, Johanne \_\_\_\_\_

Dated at Nanaimo, BC  
this 24<sup>th</sup> day of October, 2018.



Robert Allen Harper  
Chief Election Officer



**SCHEDULE OF UPCOMING COMMITTEE / OTHER MEETINGS**

<b>MEETING</b>	<b>DATE/TIME</b>	<b>LOCATION</b>
Inaugural Board Meeting	November 6, 4:30 pm	Yuxwule' Eagle Room (Boardroom)
DSAC Meeting	November 14, 10:00 am	Inspire Room (Annex)
Board Planning Session	November 15, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
DPAC Meeting	November 15, 6:30 pm	Yuxwule' Eagle Room (Boardroom)
Board Education and Business Committee Meeting	November 27, 4:30 pm	Yuxwule' Eagle Room (Boardroom)
BCSTA Trustee Academy	November 29 – December 1	Vancouver, BC
Closed Board Meeting	December 4, 3:30 pm	Yuxwule' Eagle Room (Boardroom)
Open Board Meeting	December 4, 4:30 pm	Yuxwule' Eagle Room (Boardroom)

**Cowichan Valley School District  
Schedule of School Remembrance Day Assemblies 2018**

<i>SCHOOL</i>	<i>DATE</i>	<i>TIME</i>
Alex Aitken Elementary	- Nov 7 <sup>th</sup>	- 10:00 am
Alexander Elementary	- Nov 8 <sup>th</sup>	- 10:30 am
Bench Elementary	- Nov 9 <sup>th</sup>	- 10:30 am
Chemainus Elementary Community School	- Nov 7 <sup>th</sup>	- 10:30 am
Crofton Community School	- Nov 6 <sup>th</sup>	- 9:45 am
Discovery Elementary	- Nov 9 <sup>th</sup>	- 10:30 am
Drinkwater Elementary	- Nov 8 <sup>th</sup>	- 10:15 am
Ecole Cobble Hill Elementary	- Nov 9 <sup>th</sup>	- 10:30 am
Ecole Mt. Prevost Elementary	- Nov 5 <sup>th</sup>	- 10:15 am
George Bonner Elementary	- Nov 9 <sup>th</sup>	- 10:30 am
Khowhemun Elementary	- Nov 9 <sup>th</sup>	- 10:45 am
Maple Bay Elementary	- Nov 9 <sup>th</sup>	- 10:00 am
Mill Bay Nature School	- Nov 9 <sup>th</sup>	- 9:00 am
Palsson Elementary	- Nov 9 <sup>th</sup>	- 10:45 am
Tansor Elementary	- Nov 5 <sup>th</sup>	- 8:35 am
Thetis Island School	- Nov 8 <sup>th</sup>	
Chemainus Secondary	- Nov 7 <sup>th</sup>	- 1:00 pm
Cowichan Secondary	- Nov 8 <sup>th</sup>	- 9:00 am - 10:00 am
CVOLC	- TBA	- TBA
Frances Kelsey Secondary	- Nov 9 <sup>th</sup>	- 10:30 am
Lake Cowichan School	- Nov 9 <sup>th</sup>	- 10:30 am
Quamichan School	- Nov 9 <sup>th</sup>	- 10:20 am

**\* dates & times are subject to change – contact school office to confirm**