COWICHAN VALLEY
School District

AGENDA
Open Board Meeting
Tuesday, December 1, 2020
Via Zoom 4:30 PM

Page

1. CALL TO ORDER
'Uy' skweyul, sii'em' nu siiye'yu. 'Uy nu shqwaluwun kwunus 'i lumnalu.

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. ADOPTION OF AGENDA

a. Motion to Adopt Agenda

"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the December 1, 2020 Open Board Meeting."

3. MINUTES

a. Minutes of the November 3, 2020 Open Board Meeting 5 - 12

"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the November 3, 2020 Open Board Meeting."

Minutes of the November 3, 2020 Open Board Meeting

4. RECOGNITION AND DELEGATIONS

a. Recognition of Stuart Pagaduan

b. Recognition of Mike Russell

5. REPORT OF CLOSED MEETING

a. Report of Closed Meeting

6. OLD BUSINESS

a. Action List 13 - 15
Action List Open - December 1, 2020

7. CHAIR OF THE BOARD

7.1. For Board Information

7.1.1. Board of Education Appointments 16 - 22
2021 Board of Education Appointments
Board of Education Liaisons for School 2021

7.1.2. Foundation Skills Assessment

7.1.3. Community of Care Pledge

7.1.4. Quamichan School

7.1.5. Cowichan Secondary School Replacement Project Community Consultation

7.2. For Board Action

8. SUPERINTENDENT OF SCHOOLS

8.1. For Board Information

8.1.1. Introduction of Cheryl Fotos, Health & Wellness Coordinator/Home Stay Coordinator

8.1.2. International Student Program Update

8.1.3. Remote Learning Transition Program Update

8.1.4. New COVID Restrictions Update for School Board Office

8.1.5. Superintendent's Update

8.2. For Board Action

9. SECRETARY - TREASURER

9.1. For Board Information

9.1.1. School Board Office Winter Vacation Hours 23
Winter Break 2020-2021

9.1.2. Quamichan Campus 24 - 25
Briefing Note - Quamichan Campus SPP Feedback

9.2. For Board Action

9.2.1. Lake Cowichan Non-Medical Cannabis Store Application 26 - 27
Lake Cowichan Non-Medical Cannabis Application
Town of Lake Cowichan Attachment

9.2.2. North Cowichan Naming of Dyke Trail System to S'amunu Trail 28 - 29

2020-10-23 Ltr to SD79 RE name of dyke trail to S'amunu Trail

Attachment sent with Letters for S'amunu Trail

10. COMMITTEES AND OUTSIDE ORGANIZATIONS

a. Minutes of the November 6, 2020 Early Learning Committee Meeting 30 - 31

"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the November 6, 2020 Early Learning Committee Meeting."

Minutes of the November 6, 2020 Early Learning Committee

b. Highlights of the November 17, 2020 Advisory Committee Meeting 32 - 34

"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Highlights of the November 17, 2020 Advisory Committee Meeting."

Highlights of the November 17, 2020 Advisory Committee Meeting

c. Minutes of the November 24, 2020 BEBC Meeting 35 - 37

"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the November 24, 2020 BEBC Meeting."

Minutes of the November 24, 2020 Board Education and Business Committee

d. Minutes of the October 15, 2020 DPAC Meeting 38 - 42

"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the October 15, 2020 DPAC Meeting."

DPAC Minutes DRAFT Oct 15 2020

e. Highlights of the November 12, 2020 DSAC Meeting 43 - 44

"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Highlights of the November 12, 2020 DSAC Meeting."

Highlights Nov 12 2020 DSAC

11. UPCOMING MEETINGS AND EVENTS

a. Schedule of upcoming meetings and events 45

Scheduled Meetings December 1, 2020

b. Schedule of Winter Events and Activities 46

Winter Events 2020-2021

12. CORRESPONDENCE

"That the Board of Education of School District No. 79 (Cowichan Valley) receive and file the following correspondence:

a. Island Health Correspondence of November 26, 2020 47 - 49

Island Health Correspondence of November 26, 2020

b. Municipality of North Cowichan re Opioid Task Force 50 - 51

Municipality of North Cowichan Correspondence

13. NEW BUSINESS

a. Scholarships

"That the Board of Education of School District No. 79 (Cowichan Valley) directs that trustees be returned to their traditional involvement with district scholarships and endowment funds."

14. QUESTION PERIOD

15. ADJOURNMENT

a. Motion to Adjourn

"That there being no further business, the meeting be adjourned."

MINUTES OF THE OPEN MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY) HELD ON TUESDAY, NOVEMBER 3, 2020 AT 4:30 PM IN THE BOARDROOM

PRESENT: Chair, Candace Spilsbury
Trustees Barb de Groot, Elizabeth Croft, Randy Doman, Rob Hutchins, Johanne Kemmler and Joe Thorne
Robyn Gray, Superintendent
Jason Sandquist, Secretary-Treasurer
Sheryl Koers, Associate Superintendent
Tom Longridge, Associate Superintendent
Larry Mattin, Director of Instruction (Secondary)
Richard Dyble, Director of Operations
Karen Blow, Assistant Secretary-Treasurer
Mike Russell, Director of Communications

Claire Spencer, Recording Secretary

1. **Call to Order**

'Uy' skweyul, sii'em' nu siiye'yu. 'Uy nu shqwaluwun kwunus 'i lumnalu.

The Secretary-Treasurer called the meeting to order at 4:35 p.m., and respectfully 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. **Election of Chair**

The Secretary-Treasurer called the first time for nominations for the position of Chair of the Board.

Trustee Thorne nominated Trustee Spilsbury for the position of Chair of the Board; Trustee Spilsbury accepted.

The Secretary-Treasurer called the second time for nominations for the position of Chair of the Board.

The Secretary-Treasurer called the third and final time for nominations for the position of Chair of the Board.

Trustee Spilsbury was elected Chair by acclamation, and thanked the other Trustees for their support.

3. **Election of Vice-Chair**

The Chair called the first time for nominations for the position of Vice-Chair of the Board.

Trustee Thorne nominated Trustee de Groot for the position of Vice-Chair; Trustee de Groot accepted.

The Chair called the second time for nominations for the position of Vice-Chair of the Board.

The Chair called the third and final time for nominations for the position of Vice-Chair of the Board.

Trustee de Groot was elected Vice-Chair by acclamation.

4. **Destroy Ballots**

a. Motion to Destroy Ballots

A motion to destroy the ballots was not needed.

5. **Adoption of Agenda**

a. Motion to Adopt Agenda

Moved by Trustee Thorne seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the November 3, 2020 Open Board Meeting."*

CARRIED

6. **Minutes**

a. Minutes of the October 6, 2020 Open Board Meeting

Moved by Trustee de Groot seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the October 6, 2020 Open Board Meeting."*

CARRIED

7. **Recognition and Delegations**

8. **Report of Closed Meeting**

a. Report of Closed Meeting

The Board met in closed session prior to the Open meeting and discussed numerous personnel and property items. Business was not concluded and will resume following the Open meeting.

9. **Old Business**

a. Action List

The Action List was reviewed.

10. **Chair of the Board**

10.1 **For Board Information**

a. Enhancing Student Learning Framework Learning Sessions

The Board Chair and Superintendent recently participated in two learning sessions hosted by the Ministry of Education. The October 22 session, “Systems Thinking and the Global Context” featured a keynote by Tony Mackay, President/CEO of the National Center on

Education and the Economy in Washington, DC, and consultant advisor to the Organisation for Economic Co-operation and Development (OECD). His presentation covered a variety of topics including the significance of e-learning, and learner power. In the October 29 session, "Curiosity & Inquiry – Scanning for Impact," keynote speakers Drs. Judy Halbert and Linda Kaser discussed using evidence to determine student achievement, and how educators should be approaching learning. The two remaining sessions in the four-part series will focus on community engagement and Indigenous education.

b. BCSTA Meeting of Board Chairs

Trustee Spilsbury shared that BCSTA has developed three new resource guides for boards that will be very beneficial for new trustees: Advocacy for Boards of Education; Guide to Government Processes; and Trustee Rights and Responsibilities.

The Meeting of Board Chairs covered numerous topics including: learning loss, budget pressures, and Framework for Enhancing Student Learning.

Moved by Trustee Hutchins seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) directs the Board Chair to plan for a Board retreat to take place between November 2020 and April 2021."*

CARRIED

c. COVID Ad Hoc Transition Committee

As Health and Safety protocols have been put in place and are being followed, the ad hoc committee will be dormant unless things change and a need arises.

d. National Principals' Month (October)

The Board Chair and Superintendent designed certificates for each of the District's Principals and Vice-Principals to recognize their outstanding service and dedication.

e. Quamichan School

The Board is not yet in a position to consider designating Quamichan School as a closed campus as it is still awaiting the results of the safety audit.

10.2 **For Board Action**

a. Remembrance Day

Moved by Trustee de Groot seconded by Trustee Hutchins *"That the Board of Education of School District No. 79 (Cowichan Valley) contribute to the Remembrance Day wreaths for the cenotaphs at the City of Duncan, Chemainus, Lake Cowichan and Cobble Hill Remembrance Day ceremonies."*

CARRIED

b. Logo

Trustees approved the District's new logo, which features artwork by local artist and District employee Stuart Pagaduan. The logo features the warm colours of the rising sun which represent the new day, and a time to give thanks for all we have. Inside the sun are the spaal' (raven) and wuxus (frog) which both represent transformation. Our collective journey is represented in the canoe and four paddlers. The canoe is a central part of Coast Salish culture and here it denotes our community coming together on the same journey.

Moved by Trustee Croft seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) approves the District logo as presented."*

CARRIED

c. Wellness and Recovery Centre

Moved by Trustee Croft seconded by Trustee Kemmler *"That the Board of Education of School District No. 79 (Cowichan Valley) directs the Chair to write a second letter to Island Health with a copy to the Minister of Health stating the Board's position on the location of the Wellness and Recovery Centre at 5878 York Road, given that Island Health has not acknowledged receipt nor responded to the Board's letter of September 4, 2020."*

CARRIED

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) send a letter to the Ministry of Education with a copy to BCSTA requesting an increase to Distributed Learning per FTE funding ($6,100) to the standard per FTE funding level ($7,560)."*

CARRIED

Moved by Trustee de Groot seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) send a motion to the BCSTA Provincial Council requesting that the Ministry increase Distributed Learning per FTE funding ($6,100) to the standard per FTE funding level ($7,560)."*

CARRIED

11. Superintendent of Schools

11.1 For Board Information

a. Enrollment

The District has 8,111 children enrolled, which is down 51 students from projection, but only 33 fewer students than last year. There was a shift of 173 students from classrooms to Distributed Learning. Across the Province, Districts lost an average of 15% of their enrollment due to the pandemic; Cowichan Valley lost 0.4% of its enrollment.

b. Superintendent's Update

Moved by Trustee Croft seconded by Trustee Kemmler *"That the Board of Education of School District No. 79 (Cowichan Valley) direct the Superintendent and staff to construct a positive message of thanks and hope to be delivered broadly to the community."*

CARRIED

Acknowledgements: The District is going through a period of transformation, and is working through processes that will get us to excellence. The Operational Plan will be going out to Principals and Vice Principals to share with staff and to gather input. District Knowledge Keepers (Hul'q'umi'num' Language and Cultural Advisors) are offering opportunities for staff to learn some Hul'q'umi'num' from our District Elder, Dolly Sylvester, hear local stories about history, language and culture, and be challenged on their thoughts around Truth and Reconciliation and Equity by Charlie Coleman. The 30-minute Zoom sessions will be held Thursdays at 3:30 p.m. from November 5 through June 10, and there is no obligation to attend every week. The link to participate is: https://sd79.zoom.us/s/65297354983.

School Remembrance Day Assemblies: Due to the pandemic, many assemblies are being held through school-wide virtual ceremonies, or as mini-assemblies this year.

Try a Trade at Cowichan Secondary School: Grade 7 students across the District are participating in Try a Trade at Cowichan Secondary School, where students learn about a number of trades involved in home construction (plumbing, electrical, carpentry, drywall, painting, floor laying). Small groups of students get to try the tools used by these tradespeople as they build a mini “bathroom,” complete with sink and a simple electrical circuit.

Thetis Island School – Elder Visit and Beach Cleanup: On October 15, students were treated to a visit from a very special guest, Penelakut Elder Florence James, who taught the students about the importance of Orange Shirt Day, told stories of growing up on Penelakut, and sang songs with the students. We are grateful for the time that Florence was able to spend with our students, and for the teachings she shared. On October 19, the annual beach cleanup took place with students from K-6 picking up items off the beach, while Grade 7 students assisted two divers who retrieved items from the ocean, including an old barbeque, trailer tire, car battery and crab trap. Volunteer marine biologists assisting in the cleanup were able to offer an impromptu biology lesson on the stowaways found on some of the garbage. A special thank you to our students, staff and volunteers who helped ensure a successful and safe cleanup.

Alexander Elementary – Spear Fishing: Under the watchful eye of Knowledge Keeper and Indigenous Support Worker Gary Johnny, Grade 7 students learned how to use spears to fish for salmon on the Cowichan River. Although the students ended up empty handed due to high waters and a not-so-helpful seal, the lessons learned on the afternoon by the river will not soon be forgotten. The hard-working students were rewarded with a surprise salmon barbeque celebration the next day, when Gary brought in a freshly-caught salmon for the students and their “little buddies.”

Palsson Elementary – Pumpkin Patch/Outdoor Classroom/Planting a Promise: Palsson’s annual K-3 pumpkin parade had to be transformed due to COVID, but it didn’t lose any of its magic. Staff transformed a load of pumpkins donated by Country Grocer into a pumpkin patch in the schoolyard. Students selected pumpkins and created fantastic jack-o-lanterns, which

were put on display in the decorated gym. Palsson also recently unveiled their new outdoor classroom, next to the Friendship Forest. The long-planned area became a reality this year after significant fundraising from the school and parents. Palsson's Kindergarten and Grade 1 classes have been busy "Planting a Promise" garden of bulbs at the front of the school to add a dash of welcome colour in the spring.

Tour of UVic's First Peoples House: On October 23 a team from the District, along with Stephanie Atleo and Chuck Seymour from Cowichan Tribes, toured UVic's First Peoples House as part of the planning for the Indigenous Language and Cultural Centre which will be part of the Neighbourhood Learning Centre at the Cowichan Secondary School replacement project.

11.2 **For Board Action**

12. **Secretary - Treasurer**

12.1 **For Board Information**

12.2 **For Board Action**

a. Child Care Rapid Recovery Fund

A new $6M fund will support school boards, public post-secondary institutions and health authorities with child care space creation or expansion projects in existing spaces in a rapid manner. A maximum of $5K is available per space and work must be completed by August 31, 2021.

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) refers the review of the Child Care Rapid Recovery Fund announcement to the Early Learning Committee."*

CARRIED

13. **Committees and Outside Organizations**

a. Minutes of the September 25, 2020 Early Learning Committee

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the September 25, 2020 Early Learning Committee Meeting."*

CARRIED

b. Highlights of the October 20, 2020 Advisory Committee Meeting

Moved by Trustee Croft seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the October 20, 2020 Advisory Committee Meeting."*

CARRIED

c. Minutes of the October 27, 2020 Board Education and Business Committee Meeting

Moved by Trustee Kemmler seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the October 27, 2020 Board Education and Business Committee Meeting."*

CARRIED

d. Highlights of the October 8, 2020 DSAC Meeting

Moved by Trustee Croft seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the October 8, 2020 DSAC Meeting."*

CARRIED

e. Summary of the October 23, 2020 BCSTA Indigenous Education Committee

Trustee Thorne advised that key points discussed included equitable funding, transportation, Local Education Agreements, the formation of Outcome and Improvements Teams, expansion of full-day Kindergarten funding, and recognition of language and culture. There was also discussion around creating a sixth pro-D day focused on Indigenous understanding. Call out questions are out on BCSTA website.

f. Summary of the October 24, 2020 Provincial Council Meeting

Moved by Trustee de Groot seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Minutes of the October 24, 2020 Provincial Council Meeting."*

CARRIED

14. **Upcoming Meetings and Events**

a. Schedule of upcoming meetings and events

The schedule of upcoming meetings and events was reviewed.

b. School Remembrance Day Ceremonies

Trustees interested in attending in-person ceremonies are asked to call the Principal to make arrangements.

15. **Correspondence**

16. **New Business**

17. **Question Period**

18. **Adjournment**

a. Motion to Adjourn

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

CARRIED

The meeting adjourned at 5:46 p.m.

Candace Spilsbury, Chair

Jason Sandquist, Secretary-Treasurer

ACTION LIST FOR OPEN MEETINGS

Description	Assigned To	Action	Disposition / Completion
December 4, 2018			
Meeting with First Nations	Candace Spilsbury	Meet individually with Cowichan Tribes, Penelakut Tribe, Lake Cowichan First Nation, Malahat Band, Stz'uminus First Nation and the Cowichan Valley Metis Nation to discuss community items. Meet with Halalt and Lyackson First Nations.	Delayed due to COVID-19 Completed
March 5, 2019			
Legacy Wall	Robyn Gray	Establish a public location in the School Board Office and mount photos of the Board of Education.	In progress
June 4, 2019			
Flag Poles	Robyn Gray	Look at the possibility of adding one or more flag poles in order to recognize the local Nations whose children attend District schools and report back.	In progress
November 5, 2019			
School District Logo	Robyn Gray	Create a logo that is a visual representation of our District, recognizes its relationship with the Indigenous people and contributes to reconciliation	Completed
June 2, 2020			
Climate Emergency: Climate Education	Robyn Gray	1. Utilize the school district's Strategic Plan's priority areas of Learning and Indigenous Ways of Knowing as the impetus to build capacity regarding: • land-based, nature-based and place-based opportunities; and • issues and activities guided by the "Big Ideas" and competencies within the curriculum. 2. Work with community partners to develop a district-wide comprehensive plan for recycling and composting. 3. Provide leadership support for students and teachers to connect with local governments and businesses to collaborate on real world issues, questions and inquiries. 4. Continue to support the environmental education pilot program in partnership with the CVRD and School District 68 (Nanaimo-Ladysmith).	In progress
Climate Emergency: Emissions Reduction	Robyn Gray	Create a Climate Action Plan in conjunction with the Strategic Plan 2020-2024 Operational Plans.	In progress

ACTION LIST FOR OPEN MEETINGS

Description	Assigned To	Action	Disposition / Completion
September 28, 2020 (Special Open)			
Quamichan School	Candace Spilsbury	Consider designating Quamichan School a CLOSED Campus until a resolution of the unsafe issues in the York/Beverly corridor are resolved, subject to: 1. A Safety Audit by the RCMP, and; 2. The results of a parent/community survey conducted to provide background, to seek feedback on a proposal to CLOSE the campus at Quamichan School, and to seek alternate options to increase student safety, and; 3. The results of discussions between the Superintendent and the administration of Quamichan School to determine the need for any increased resources to support the CLOSED Campus."	In progress
October 6, 2020			
National Principals' Day	Candace Spilsbury/Robyn Gray	Determine appropriate recognition of National Principals' Month (November)	Completed
Community of Care Pledge	Robyn Gray Candace Spilsbury	Incorporate the District's new logo onto the Community of Care Pledge Endorse the Community of Care Pledge	In progress
November 3, 2020			
Board Retreat	Candace Spilsbury/ Robyn Gray	Plan for a Board retreat to take place between November 2020 and April 2021.	In progress
Remembrance Day	Jason Sandquist	Contribute to the Remembrance Day wreaths for the cenotaphs at the City of Duncan, Chemainus, Lake Cowichan and Cobble Hill Remembrance Day ceremonies.	Completed
Wellness and Recovery Centre	Candace Spilsbury	Write a second letter to Island Health with a copy to the Minister of Health stating the Board's position on the location of the Wellness and Recovery Centre at 5878 York Road, given that Island Health has not acknowledged receipt nor responded to the Board's letter of September 4, 2020.	Completed
Distributed Learning per	Candace	Write a letter to the Ministry of Education with a copy to BCSTA	In progress

ACTION LIST FOR OPEN MEETINGS

Description	Assigned To	Action	Disposition / Completion
FTE Funding Level	Spilsbury	requesting an increase to Distributed Learning per FTE funding ($6,100) to the standard per FTE funding level ($7,560).	
Distributed Learning per FTE Funding Level	Candace Spilsbury	Send a motion to the BCSTA Provincial Council requesting that the Ministry increase Distributed Learning per FTE funding ($6,100) to the standard per FTE funding level ($7,560).	In progress
Message of thanks and hope	Robyn Gray	Construct a positive message of thanks and hope to be delivered broadly to the community.	In progress

COWICHAN VALLEY
School District

Cowichan Valley School District

Board of Education

Appointments

Representative on BCSTA Provincial Council

Trustee – Barb de Groot
Alternate – Rob Hutchins

Representative on Vancouver Island Branch BCSTA (Reports)

Trustee – Johanne Kemmler

Representative on BCPSEA/Vancouver Island Labour Relations Council

Trustee – Candace Spilsbury
Alternate – Barb de Groot

Board & District Committees

Board Education and Business Committee – (All Trustees)

Chair – Rob Hutchins
Vice-Chair – Johanne Kemmler

Advisory Committee – (All Trustees)

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Chair – Elizabeth Croft
Vice-Chair – Barb de Groot

Audit Committee – (3 members)

Chair – Randy Doman
Trustee – Barb de Groot
Trustee – Johanne Kemmler

Human Resources Committee – (3 members)

Chair – Candace Spilsbury
Trustee – Randy Doman
Trustee – Joe Thorne

COWICHAN VALLEY
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Ad Hoc COVID-19 Transition Committee

Chair – Candace Spilsbury
Trustee – Johanne Kemmler

Attendance & Wellness Committee – (1 member, 1 alternate)

Trustee – Johanne Kemmler
Alternate – Joe Thorne

Indigenous Education Committee – (1 member, 1 alternate)

Trustee – Joe Thorne
Alternate – Candace Spilsbury

Early Learning Committee – (3 members, 1 alternate)

Chair – Barb de Groot
Trustee – Elizabeth Croft
Trustee – Johanne Kemmler
Alternate – Rob Hutchins

Contacts to Organizations

Contact - Chemainus & District Chamber of Commerce

Trustee – Rob Hutchins

Contact - Duncan/Cowichan Chamber of Commerce

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Trustee – Candace Spilsbury

Contact - Lake Cowichan Chamber of Commerce

Trustee – Johanne Kemmler

Contact to Our Cowichan

Trustee – Elizabeth Croft

Contact to Housing and Homelessness Coalition

Trustee – Candace Spilsbury

Contact to Community Action Team

Trustee – Barb de Groot

Contacts to DPAC (Rotation) – 3rd Thursday at 7:00 p.m.

January – Joe Thorne
February – Randy Doman
March – NO MEETING
April – Johanne Kemmler
May – Elizabeth Croft
June – NO MEETING
September – Barb de Groot

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October – Candace Spilsbury
November – Rob Hutchins

Contacts to DSAC (Rotation) – 2nd Thursday at 10:00 a.m.

January – Rob Hutchins
February – Johanne Kemmler
March – Candace Spilsbury
April – Joe Thorne
May – Randy Doman
June – Barb de Groot
September – Candace Spilsbury
October – Randy Doman
November – Rob Hutchins
December – Elizabeth Croft

Cowichan Secondary School Replacement – Trustee representatives

Advisory Team – Johanne Kemmler
CSS Advisory Team – Barb de Groot and Rob Hutchins
Cowichan Tribes Vision Team – Joe Thorne
District Advisory Team – Elizabeth Croft and Randy Doman
Neighbourhood Learning Centres – Candace Spilsbury

COWICHAN VALLEY
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Board of Education Liaisons for Schools – 2021

School	Trustee Liaison
All Schools – Indigenous Community Connections	Trustee Joe Thorne
Alexander Elementary Drinkwater Elementary Quamichan School CVOLC/Careers	Trustee Elizabeth Croft
Khowhemun Elementary Maple Bay Elementary Cowichan Secondary	Trustee Candace Spilsbury
Chemainus Elementary & Thetis Island Chemainus Secondary Crofton Elementary Alex Aitken Elementary	Trustee Randy Doman
Bench Elementary Cobble Hill Elementary International Education	Trustee Rob Hutchins
Discovery Elementary	

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Mill Bay Elementary George Bonner Elementary Frances Kelsey Secondary	Trustee Barb de Groot

Lake Cowichan School Palsson Elementary Tansor Elementary Ecole Mt. Prevost Elementary	Trustee Johanne Kemmler

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School District

WINTER BREAK OFFICE HOURS

The School Board Office **will be closed** to the public from December 19, 2020 to January 3, 2021 inclusive.

The Operations and Transportation Departments **will be closed** from December 24, 2020 to January 3, 2021 inclusive.

Central Receiving **will be closed** December 25 and 28, 2020 and January 1, 2021..

COWICHAN VALLEY School District

Briefing Note

Date of Report: **November 25, 2020**

Prepared for: The Board of Education for **Information** for the December 1, 2020 Open Board Meeting

Subject: School Protection Program Feedback on Quamichan Campus Issues

Background:

At the Special Open Board Meeting of September 28, 2020 the Board of Education passed the following motion:

"That the Board of Education of School District No. 79 (Cowichan Valley) gives notice that it is considering designating Quamichan School a CLOSED Campus until a resolution of the unsafe issues in the York/Beverly corridor are resolved, subject to:

1. *A Safety Audit by the RCMP and;*
2. *The results of a parent/community survey conducted to provide background, to seek feedback on a proposal to CLOSE the campus at Quamichan School, and to seek alternate options to increase student safety and;*
3. *The results of discussions between the Superintendent and the administration of Quamichan School to determine the need for any increased resources to support the CLOSED Campus."*

Discussion:

The School District reached out to School Protection Program (SPP) for advice on issues related to the consideration to close the Quamichan Campus. The Schools Protection Program (SPP) provides coverage to all boards of education and francophone education authorities against liability and loss; it also assists members in their identification and management of risks that may lead to loss or damage to property or harm to individuals.

A summary of the feedback is included below (it has been edited for the purpose of this briefing note):

While the School District has an obligation to provide appropriate instruction and reasonable supervision, it cannot guarantee the safety of all students all the time they are in school. A few things to think about:

- Is it reasonable to think that you can provide that safety when they are not on site?
  - You mention lunchtime but you have not mentioned before or after school, what are your supervision obligations?
- Is it reasonable to think you could have all students stay on site for the entire school day?
  - If that is the case do you have a plan to deal with lunch/food?

- Drug and Homeless Education
    - Even if you do close the campus the issue is not going to go away, nor will the entire exposure as it is concentrated in this particular neighbourhood.
        - Do students know what to do, how to recognize and how to report issues that they or a friend encounter on their lunch hour routes?
        - Is there an opportunity to collaborate with the Health Authority and have some in-school educational sessions?
- What about the street supervisors?
    - how have you addressed their safety, i.e. WorkSafeBC?
    - what do these activities look like:
        - are they equipped to handle a confrontation?
        - deal with a medical emergency?
        - deal with someone who is not a student?
        - is special training involved?
        - are you able to request extra assistance from the City i.e. police presence during school hours?
- Support – have you connected with any of the Districts who have schools in similar locations, i.e. Vancouver East Side, Northern BC, etc. to see what protocols they have put in place to mitigate the risk to the students, schools, staff, public in high-risk areas.

Submitted for information as the Board deliberates the decision to close the Quamichan Campus.

Prepared by:

Jason Sandquist, Secretary-Treasurer

Reviewed by:

Robyn Gray, Superintendent
Date November 25, 2020

Town of Lake Cowichan

Municipal office: PO Box 860, 39 South Shore Road, Lake Cowichan B.C. V0R 2G0

Phone: 250-749-6681 Fax: 250-749-3900 www.town.lakecowichan.bc.ca

October 30th, 2020

JASON SANDQUIST, SECRETARY-TREASURER
SCHOOL DISTRICT NO 79
2557 BEVERLY STREET
DUNCAN, BC V9L 2X3

Dear Mr. Sandquist:

Re: Application for a Temporary Use Permit – 170 Cowichan Lake Road, Lake Cowichan

The Town has received an application for a Temporary Use Permit associated with an application for a non-medical cannabis retail store license at 170 Cowichan Lake Road in Lake Cowichan, BC (location sketch attached).

The Town Council will consider this application at a meeting to be held on Tuesday, November 24th, 2020 at 6:00 p.m. in Council Chambers, 39 South Shore Road, Lake Cowichan, BC.

The application and related documents may be inspected at the Town office until Friday, November 20th, 2020 excluding holidays, from 8:30 a.m. to 4:30 p.m. All persons affected by the application may provide input in writing only, which should be submitted no later than 4:30 p.m. November 20th, 2020.

Yours truly,

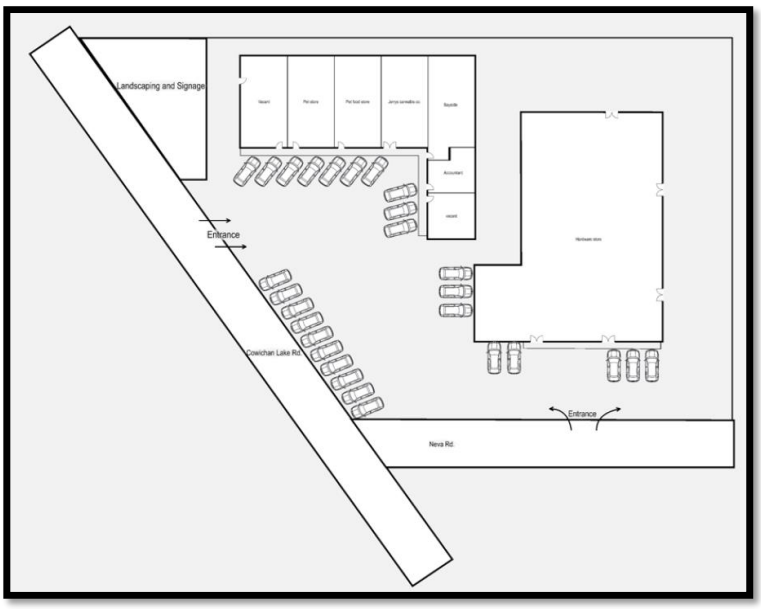
Joseph A. Fernandez
Chief Administrative Officer

/rlr attachment (1)

TOWN OF LAKE COWICHAN
NOTICE OF PUBLIC HEARING

NOTICE is hereby given that Council proposes to pass a resolution under section 493 of the Local Government Act to permit a non-medical cannabis retail store at 170 Cowichan Lake Road as identified in the drawing below, at a special meeting of Council on December 15th, 2020 at 6:00 p.m.

Temporary Use Permit



If you believe that your interests will be affected by the proposed Temporary Use Permit you shall be afforded a reasonable opportunity to be heard by council through written submissions respecting the matter. All written input must be submitted by no later than 4:30 p.m., December 15th, 2020.

The proposed application and related documents may be inspected at the Town Office, 39 South Shore Road, Lake Cowichan, British Columbia, Monday to Friday, excluding statutory holidays, from 8:30 a.m. to 4:30 p.m. until December 15th, 2020.

Dated at Lake Cowichan, British Columbia this 26th day of November, 2020.

Joseph A. Fernandez, Chief Administrative Officer
Town of Lake Cowichan, PO Box 860
39 South Shore Road, Lake Cowichan, BC V0R 2G0

MUNICIPALITY OF NORTH Cowichan

7030 Trans-Canada Highway
Duncan, BC V9L 6A1 Canada
www.northcowichan.ca
T 250.746.3100
F 250.746.3143

October 23, 2020

File: 6140-01

Cowichan Valley School District
2557 Beverly St
Duncan, BC V9L 2X3

To Whom It May Concern:

Re: Proposed name of dyke trail system to S'amunu Trail

The Municipality of North Cowichan has received a request to name the dyke trail, more commonly known as the Beverly St Dyke, as "S'amunu trail. This dyke trail covers from the Somenos Marsh Open Air Classroom located north of Beverly Street to Tzouhalem Road located east of Beverly Street. (see attached map).

This letter is a request for any comments or feedback regarding the proposed name of this dyke trail.

If you have any questions or concerns, please contact the undersigned.

Sincerely

Don Stewart
Director, Parks and Recreation

don.stewart@northcowichan.ca

Enclosure(s) 1 – map

MUNICIPALITY OF NORTH Cowichan

Proposed "Samunu Trail"

Legend

DNC Boundary

Notes

0.6 0 0.29 0.6 Kilometers

NAD_1983_UTM_Zone_10N

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Minutes of the Early Learning Committee Meeting
Held November 6, 2020 at 1:30 p.m. in the Yuxwule' Eagle Room (Board Room)

In Attendance:

Trustee Barb de Groot, Chair
Trustee Candace Spilsbury
Trustee Elizabeth Croft
Robyn Gray, Superintendent
Jason Sandquist, Secretary-Treasurer
Sheryl Koers, Associate Superintendent
Claire Spencer, Recording Secretary

Trustee de Groot called the meeting to order at 1:32 p.m.

1. **Board of Education Child Care Policy**
   There are a number of concerns arising from the Order, including the District's ability to provide the resources, facilities and finances to support child care; establishing criteria/evaluating the quality of programs; and ensuring that providers are following the framework for enhancing student learning. CUPE is aware of the Order and the District's successful child care grant applications, and has reminded us that they would like daycares and Strong Starts to be their work. In addition to the actual child care, there is considerable work dealing with parents, invoicing, taking payments, helping parents with subsidies, and record keeping.

   Child care contracts include requirements that the providers follow the framework for enhancing student learning. We will need to establish criteria for evaluation and create a review cycle. The evaluations could be done by a district or elementary principal, or could be contracted out.

   It could be helpful to look for policies that are reflective and representative of this order that have already been written by other districts. BCSTA's legal counsel, Audrey Ackah, could also be a good resource when writing the policy.

2. **Cowichan Region Child Care Plan Report**
   The report was completed at the request of the CVRD, with the intent to provide a comprehensive review of current child care needs in the Cowichan Valley as well as a projection of needs over the next ten years. The report indicates that there is only one space for every five children, with the biggest area of need being infant care. In addition to availability, cost and transportation are also barriers for families. The population is expected to decline by 8% over the next ten years, but that will not eliminate the shortage of spaces. Another concern is the shortage of qualified staff.

3. **Update on Early Learning Review**
   Sheryl Koers and Brenda Lee are providing Ann Cooper with the resources and materials she requested for the review. Robyn and Candace signed a letter outlining the review and introducing Ann. The letter will go to the Early Learning Table (which includes representatives from Clements/Sundrops, VIHA, Child Care Resource and Referral, the Metis, Cowichan Tribes, Child Care Council and MCFD) and then to community partners. Ann is working on an inventory of District and Community early learning programs (Food for Babes, Nutrition for New Moms, etc.) in Phase 1 of the review. The final report is expected by June 15, 2021.

4. **New Application for Child Care: Cowichan Place**
   An application has been submitted for 37 new spaces: 12 for infant and 25 for older children. Approvals for this round of applications are expected in February, 2021.

Sheryl Koers left the meeting at 1:59 p.m.

5. **Update on Approved Child Care Facilities**
   No money is expected to be recovered from the bankrupt Triple M. Modular. The MCFD has given approval for the District to proceed with five of the original six projects (all except Mill Bay). An RFP for construction of the facilities will be on the priority list for the incoming Capital Coordinator. Operations is planning the work to prepare sites for the new facilities. The anticipated opening date for the new facilities is September 2021. The design is similar in size to three portables and includes an infant room and little kitchen. Jason Sandquist will share the three designs (Khowhemun, Growing Together, and the new standard) at the next meeting.

6. **Child Care Rapid Recovery Fund**
   These funds are for renovating existing buildings rather than construction. The Principal at Mill Bay Nature School will be contacted to see if space is available and what modifications would be needed. Chemainus Secondary and Lake Cowichan may also have spaces that could be utilized.

7. **Next Meeting**

   The next meeting will be held on Friday, December 11, 2020 at 1:30 p.m.

   The meeting adjourned at 2:29 p.m.

Action List

Share the three child care facility designs at the December 11, 2020 meeting.	Jason Sandquist

HIGHLIGHTS OF THE ADVISORY COMMITTEE MEETING OF SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY) HELD ON TUESDAY, NOVEMBER 17, 2020 AT 4:30 PM VIA ZOOM

PRESENT:

Trustee Elizabeth Croft, Chair
Trustees Randy Doman, Rob Hutchins, Johanne Kemmler, Candace Spilsbury, and Joe Thorne
Robyn Gray, Superintendent
Jason Sandquist, Secretary-Treasurer
Sheryl Koers, Associate Superintendent
Tom Longridge, Associate Superintendent
Larry Mattin, Director of Instruction (Secondary)
Mike Russell, Director of Communications
Karen Blow, Assistant Secretary-Treasurer
Richard Dyble, Director of Operations
Naomi Nilsson, CDTU
Charlie Coleman, CVP/VPA
Brent Ranger, CVP/VPA
Sherrene Ross, CUPE
Carmen Sundstrom, DPAC
Veronica Meyer, DSAC

Claire Spencer, Recording Secretary

APOLOGIES:

Trustee Barb de Groot
Chris Rolls, LCTA

1. **Call to Order**

Trustee Croft called the meeting to order at 4:30 p.m. and respectfully 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. **Check-In**

Sherrene Ross: Thank you to District staff for the efforts made around COVID and for being available to address any issues. CUPE is working hard to keep within their cohorts and address any concerns individually. They are still receiving some requests for plexiglass, which are being addressed. For the first time in her career CUPE spent its swag budget on masks and lanyards for members.

Veronica Meyer: DSAC just held its second meeting. Students at FKSS enjoyed hearing the great ideas to bring spirit back into school for Halloween. Every school found its own way to recognize the importance of Remembrance Day. Secondary schools have been switching over to the second quarter. Students have been adjusting really well, and are so grateful for teachers and their support.

Carmen Sundstrom: DPAC members have been juggling personal/work/volunteer priorities. The next DPAC meeting is this Thursday, November 19. DPAC will be hosting a Zoom presentation by Tamara Strijack on anxiety in children, which may also be useful for parents dealing with anxiety. The event will be held from 6:30-8:30 p.m. on Wednesday, November 25, 2020 and is open to all, including staff.

Naomi Nilsson: Thank you for the weekly meetings with the District's leadership team as it helps to reduce teachers' anxiety. Teachers are scared by the exposures in Ladysmith and Nanaimo Districts. BCTF is pushing for a mandatory mask mandate, and have initiated a process through the Labour Relations Board.

Brent Ranger: The Raptor Centre brought five birds of prey to Ecole Cobble Hill and did presentations to one cohort at a time yesterday. A group of Grade 7 students participated in an equine assisted learning program in Cobble Hill. Hats off to Karen Petersen who is putting together POPARD events throughout the District.

Charlie Coleman: As Veronica mentioned, turnaround is a big deal for secondary schools who have to recreate timetables. High school administrators report students have been good about COVID protocols. Schools are working closely with newly-hired remote learning teachers and Indigenous outreach teachers to connect with families of students who aren't attending (or not attending regularly). Cultural Teaching Assistant positions have been reclassified as Hul'q'umi'num Language and Cultural Advisors, recognizing their post-secondary work and fluency in the language. Recognizing and acknowledging their skills is another step towards truth and reconciliation. Positions supporting kids are being increased where possible.

Robyn Gray: All our work is focusing on students. When you get to meet with DSAC and hear how settled and stable and excited the students are, you know that all those efforts paid off. We remember how important it was to be part of the social sphere at their age and developmental level. Thank you for the nice comments on the work we do here to collaborate with you. The Ignite Sans Bite on November 26 from 4:00 - 5:30 p.m. will offer eight different learning sessions for staff including reporting, building an empathy toolkit, truth and reconciliation, holistic assessment, using Teams in Office 365, and more. Work is also ongoing on the draft actions for the Operational Plan; getting feedback from schools and administrators. This month she visited Tansor Elementary, and had the great fortune to visit the friendship forest, Lake Cowichan School, and Palsson Elementary, which was a joyful experience.

Candace Spilsbury: She is grateful to be part of this district and to hear about all the amazing things being done for kids and staff. While our main focus is on learning, it's also the adults who are learning. Thank you Veronica for sharing the wonderful words on how students are feeling about teachers. We also really appreciate them. The Board is concerned about COVID being in neighbouring districts, and is grateful for the health and safety protocols in place. They are aware of the measures being taken in our schools and other sites to protect our students, staff, community members and ourselves. The work being done at the Board level is around areas like finance, but financial implications of change to distance learning numbers is making our budget projections lower than they were in past. The Board is trying to have distance learning funded the same as in-class students. Another area they are working on is the community of care message. In terms of learning, the Board is excited about working together at the Fall Trustee Academy which will have amazing speakers on equity, how to maintain public education systems of high quality during times of crisis, and Jesse Hirsh will speak on the future of education. If you have time, Youtube has amazing video of what Jesse Hirsch thinks the future of education will look like. Work is also continuing on the Cowichan Secondary School replacement project.

Jason Sandquist: Work is being done to prepare a snapshot of the budget for the Board at the November 24 BEBC meeting. There is a lot of work being done to meet government reporting requirements on the spending of COVID grants, the classroom enhancement fund, and on remedy. The Project Board for the Cowichan Secondary replacement project meets next week. Cheryl Fotos began work in the School Board Office today as she prepares to take over for Gina Kueber when she retires from her role as Health and Wellness Coordinator next month. A recent Zoom pro-d session on mental health in the workplace had quite a few takeaways. One example is that we are currently running a marathon as far as mental health goes (during COVID), and we should expect knees to buckle when we cross the finish line. We need to be preparing to manage mental health concerns when the pandemic is over.

3. **Old Business**

3.1 Community of Care Pledge

A discussion was held on the draft pledge. A suggestion was made that the LGBTQ2+ community be encompassed in the pledge. Other groups such as DPAC, PACs, GSA clubs and SOGI reps may be interested in adopting their own versions of the pledge. It may be beneficial to have the pledge available in French and Hul'q'umi'num.

4. **New Business**

4.1 Strategies and Actions in Schools that are Benefiting Students

Committee members were asked for feedback on actions/activities in the District that are benefiting students so that we can build on these successes. Items brought forward included:

- Remote teaching has been successful.
- Paired classes within a cohort that allows kids to get involved in a lot of hands-on activities is good for students' emotional health.
- Buddy classes allow kids to find strength in the social/emotional wellness of each other.
- Being back in the building is critical for kids; keep them in schools as long as possible as kids are benefiting in so many ways.
- School isn't just a building where kids go to learn, but is a place where students feel welcome and safe.
- Students appreciate their connections with teachers and principals who reach out and talk to them, and even text them after school if they need extra help.
- Students have still been able to participate in clubs and interact with others, and students really recognize the efforts that have gone in to maintain this.
- The work of the whole school community (including bus drivers, custodians, etc.) supports our families to try to find ways to maintain a sense of normalcy while following health and safety protocols.
- Being able to continue events like pumpkin parades has been important.
- Having Remembrance Day ceremonies by Zoom allowed parents to participate and feel included.

5.0 **Adjournment**

The meeting adjourned at 5:25 p.m.

MINUTES OF THE BOARD EDUCATION AND BUSINESS COMMITTEE OF SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY) HELD ON TUESDAY, NOVEMBER 24, 2020 AT 4:00 PM VIA ZOOM

PRESENT: Trustee Rob Hutchins, Chair
Trustees Elizabeth Croft, Barb de Groot, Randy Doman, Johanne Kemmler, Candace Spilsbury, Joe Thorne
Robyn Gray, Superintendent
Jason Sandquist, Secretary-Treasurer
Sheryl Koers, Associate Superintendent
Tom Longridge, Associate Superintendent
Larry Mattin, Director of Instruction (Secondary)
Richard Dyble, Director of Operations
Karen Blow, Assistant Secretary-Treasurer
Mike Russell, Director of Communications

Claire Spencer, Recording Secretary

1. **Call to Order**

Trustee Hutchins called the meeting to order at 4:02 p.m. and respectfully 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**

2.1. Motion to Adopt Agenda

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board Education and Business Committee adopts the agenda of the November 24, 2020 Board Education and Business Committee meeting."*

CARRIED

3. **Minutes**

3.1. Minutes of the October 27, 2020 Board Education and Business Committee Meeting

Moved by Trustee Croft seconded by Trustee de Groot *"That the Board Education and Business Committee adopts the minutes of the October 27, 2020 Board Education and Business Committee Meeting."*

CARRIED

4. **Action List**

4.1. Action List

The painting of rainbow crosswalks is on hold until spring.
The letter regarding funding of Distributed Learning students is completed.

5. **Petitions and Delegations**

6. **Education**

6.1. District Coordinators of Instruction and Innovation
Rich Ready (Elementary)
Corina Fitznar (Secondary)

Trustee Doman joined the meeting at 4:03

Corina Fitznar and Rich Ready provided Trustees with an overview of their roles, which are focused on working with teachers to enhance student learning, communicate student learning and assessment.

Trustee Thorne joined the meeting at 4:05 p.m.
Trustee Spilsbury joined the meeting at 4:08 p.m.

6.2. Logo - Brand Standards
Brand Standards
Mike Russell, Director of Communications

The Brand Standards lays out the proper use of the District's new logo, including types, sizes, colours and fonts. The document also includes messages from the Board and Superintendent, the story of the logo and what it represents, an introduction to the logo's artist Stuart Pagaduan, and a link to a video on the logo's creation. Tutorials are also provided to help employees update their email signatures. A repository of stock photographs featuring the District's students and staff is being created. The Brand Standards can be found on the District's website.

7. **Business and Operations**

7.1. WorkSafe BC Rate Assessment
Jason Sandquist

The Secretary-Treasurer advised Trustees that since contracting School District No. 23 to oversee its claims management, the District's rate of claims has dropped from being the highest in the province to being below the base rate.

7.2. 2020-2021 Amended Annual Budget Update
Jason Sandquist

A drop in enrollment of 33 students and a shift of 173 students from standard funding to the Distributed Learning program resulted in a $640K reduction in student enrolment funding. This decrease was offset by increases in special education numbers and Indigenous Education funding, resulting in an overall decrease of $91K. Year-end projections based on balances as at November 15 indicate revenues coming in at $20K over budget. The $66M budget for salaries is projected to come in $560K under budget. The overall budget shows an anticipated surplus of $580K predominantly out of wage accounts. At June 30, 2020 the Board had a surplus of $5.1M, of which $2.3M was unrestricted. This amount has been reduced by $641K due to: increases to Principal/Vice-Principal/Exempt compensation to match teacher increases; a reduction of $120K in International Student Program revenue expectations; a $120K grievance settlement; the $91K reduction in the funding grant; and $45K that has to be spent within the Indigenous Education grant.

8. **Policy**

9. **Committees**

9.1. Highlights of the November 17, 2020 Advisory Committee Meeting

Trustee Croft provided highlights of the November 17, 2020 Advisory Committee.

10. **Adjournment**

10.1. Motion to Adjourn

Moved by Trustee Spilsbury seconded by Trustee Croft *"That there being no further business, the meeting be adjourned."*

CARRIED

The meeting adjourned at 5:03 p.m.

COWICHAN VALLEY DISTRICT PAC

DRAFT Minutes: October 15, 2020, AGM
via Zoom

Call to Order 7:00 p.m.

1.0 Welcome and Introductions – We are having our meeting via zoom due to the COVID-19 pandemic

Voting Attendees
Carmen Sundstrom – DPAC Chair and Quamichan Chair
Amber Marsh – DPAC Vice Chair & École Mt. Prevost Treasurer
Trina Eisnor – DPAC Treasurer & Discovery Chair
Aurelia MacInnis – DPAC- Co Secretary and George Bonner Elementary, Vice Chair/DPAC Rep
Ann-Marie Braithwaite – DPAC Co-Secretary and Discovery Elementary, DPAC Rep
Lizzi Johnson – Frances Kelsey, DPAC Rep
Meredith McAdam – Maple Bay, DPAC Rep
Andrew Wilson – Drinkwater DPAC Rep
Cynthia Lockrey – Ecole Mt. Prevost, DPAC Rep and DPAC IEP Committee
Jill Woodley – Khowhemun, DPAC Rep
Sarah Milne – Ecole Cobble Hill, DPAC Rep
Taryn Leduc – Bench Elementary, DPAC Rep
Jenn Ertel – Quamichan, DPAC Rep
Lindy Kennedy – Cowichan Secondary

Non-Voting Attendees
Robyn Gray - SD79 Superintendent
Tom Longridge – SD79 Assistant Superintendent
Joe Thorne - SD79 Board Trustee
Anita Carroll - Ecole Mt. Prevost parent

2. MOTION: *To adopt the agenda as amended.* Moved by Frances Kelsey; seconded by Bench. Carried.

3. MOTION: *To approve the minutes from Sept 17, 2020 meeting.* Moved by Mt. Prevost; seconded by Bench. Carried.

4. REPORTS

4.1 Chair

- DPAC please send us your current updated information for PAC executives so we can continue to support each PAC.

- DPAC provides support, can help mediate and help answer questions at the district level. Carmen is offering to meet with PACs at their meetings to give a small presentation about PACs/DPAC and BCCPAC.
- Please continue to reach out to us with questions/ideas you may have.
- Email has been received from North Cowichan, looking for community engagement. More information will be shared as we learn more about this opportunity

4.2 SD79 Admin - Robyn Gray, Superintendent

- This year has been a challenging year, and the district appreciates parents and community for their support through these new conditions we are all experiencing.
- Funding update: The additional grant has enabled the remote transition program for over 350 students and their families this fall.
    - Supporting full time equivalent services for new teachers/outreach workers and additional custodial support and health and safety measures being implemented through out the district.
    - District developed the program quickly and it is now fully underway for the past 2 weeks.
- Enrolment update: we are down 33 students from last year. Many families chose the DL option. We also have many who have opted for the remote learning. Projections are not far off from the initial projections.
- New Cowichan Secondary project is well into creating the design/build phase and we are reviewing the proposals that came forward and may be ready to announce this in November. By late spring 2021 we hope to have the design/build team in place and will start to see progress.
- Wendy's house has moved off Cowichan site onto Quamichan site. Lots of work/activity going on there.
- District getting ready to announce the new logo, it is in the final stages. Designed by Stuart Pagaduan
- A few things to note: Small fire at CSS in maintenance building, power outage where Chemainus Secondary students were recommended to stay home. Thanks to the maintenance crew, fire dept and RCMP for supporting the school and doing a great job. Only had to move a few classes and the next day things were back where they needed to be.
- Communicating student learning: This year many changes with reporting. Teachers will be providing ongoing communication on student learning and how your child may be doing in school. The new form B will be in place for elementary students and parents will be seeing communication from the high schools as well by the halfway mark in the new quarter system that is being used this year.
    - Coincides with the Ministry of Educations expectations for all districts to be reporting this way now.
    - Points of Progress – at least 3 x, but each school may do it at different times.

6.2 -Moved up – Student Safety Parent Feedback Survey - from Quamichan

- School Board wanted the full picture from Quamichan community (students/families) and are concerned about the 8/9 students passing the York St. Corridor on a regular basis. The number of homeless people and risky behaviour has the board very concerned.
- District working with RCMP, North Cowichan and City of Duncan who works with the safety corridor office area where they hired security members.

- Greater RCMP and security presence in the area has made noticeable changes to the environment.
- Added another noon hour supervisor to Quamichan
- RCMP do want people to report ANY incident. They need to hear from the community if there are issues. No reporting means no documentation and less data then for those that need to have the data and be able to make assessments of the area and risks.
- District put out a survey went out to parents/students/quam admin. Doing a safety audit as well. Will engage the RCMP after the audit is done by a 3rd party. Environmental assessment on crime prevention. Waiting for this information.
- Quam admin has done their own survey and spoken to students. Overall results 62% don't want the campus to be a closed campus, it impacts the student's independence and feel pretty safe. Don't penalize the students b/c of the wrongdoings of others.
- Board will continue to review this and are looking forward to the results of the safety audit.

Comment: Anita, goes to Quamichan with the nursing students and does want to commend the changes that have occurred. Thanks to those you sit on the corner and the extra security/RCMP. Huge shift. We can come together as a community and have a conversation without shaming and work to make the area safe. She also notes the Quamichan Admin have been actively out there as well to ensure the safety of students.
Rob, works with Phoenix, who is out there all the time. We recognize the need for have compassion for the folks that are out there and in need of support.

4.3 Board of Education – Joe Thorne, Trustee SD79

Thank you to our staff/community throughout the district. He is very proud of our community to help and support making the York area safer.

- 2 Indigenous Education boards and a subcommittee. Looking at partners within the community. We are looking at BC Trustees association, dealing with a lot of different bands and how they are doing things. Lots of focus on curriculum and how to best move forward to create positive change. Very proud of everyone in these crazy times working to get things changed and move forward.

4.4 Treasurer – Trina Eisnor

Report shared to zoom meeting.
See Attachments.

5.0 OLD BUSINESS

5.1 Back to school restart plan

No concerns are raised, fluid situation. Schools are ready to adapt if necessary.

5.2 Zoom

We have had great response from PACs utilizing the Zoom licenses.

- We are asking PACs to make the request a 1 week in advance of the meeting to ensure we can get the time booked and information out to them/their PACs.
- DPAC Exec all work FT and this is a volunteer position. We had a few last minute requests that we may not be able to get to next time.

5.3 IEP - Cynthia Lockrey

We started this committee, (IEP = Individual Education Plan) a few years ago and would like to see it more active. Will support parents/students and be more collaborative to find improvements that will benefit families/students that need this support so much.

- Students who have difficulty learning and functioning and may be identified as a student with special needs.
- IEPs are created for the student's success, with possible support services or modified ways of instruction, etc.
- The way to achieve this is with more members join them. Please bring this info back to your PAC and if you have members interested, please have them email the DPAC and we will connect everyone.
- We will be holding an informal meeting next Thursday, October 22 6:30pm
- The goal of the committee is to provide support to parents and build the success of student's education. One PAC in the district has started their own IEP Committee.
- Would like to bring in speakers on topics that would support the IEP students/families. Ie. Anxiety speaker.
- 1 in 10 kids have some sort of challenge

Tom Longridge: appreciate the comments here and more dialogue is better. Some people might be in a different position in the spectrum of knowledge and understanding of IEP. District working on one model for IEP, based on Shelley Moore's work. Planning to introduce it this year, will give a greater understanding to parents/students who have an IEP and better access throughout the district for the supports that are needed.

6.0 NEW BUSINESS

6.1 Locker Use

- Original students did not have access to lockers. At the time is was made it was out of abundance of caution and concern around congregating at the lockers.
- Some schools are giving students access to lockers, up to the admin of each school to make that decision and manage it.

6.2 Student Safety Parent Feedback Survey - from Quamichan – discussed above.

6.3 Covid Exposure Plan / Students and / or Staff sick in the schools

- District information updated on Sept 29 along with a flow chart
- Direct parents to the district website for current up to date information as well as CDC (provincial information)

6.4 Fundraising Information

Encouraging PACs to reach out to local businesses. In the south end, we have had local businesses offering a portion of proceeds of their sales go to a school PAC, if mentioned at time of purchase. Good way to support local businesses and to support the PAC.

7.0 Adjournment

Without objection Chair, Carmen Sundstrom moved to adjourn the meeting.

The meeting adjourned at 8:30 p.m.

Next meeting: November 19, 2020

Take care and stay safe!

Submitted by Ann-Marie Braithwaite, DPAC Secretary
Attachments:

- Sept 17, 2020 Approved Agenda
- Appendix A - DPAC Treasurer's report

MINUTES

DISTRICT STUDENT ADVISORY COMMITTEE
November 12, 2020 @ 10:00am

COWICHAN VALLEY
School District

Host School: Frances Kelsey Secondary

1. **Opening:** The meeting opened with a warm welcoming from District Elder, Dolly Sylvester

2. **Introductions:**

   Board Chair Candace Spilsbury spoke about the work of the board in decision making to best support students. She spoke about our district culture and Community of Care which is working with each other to make sure we have inclusiveness and the best classrooms, schools, and community.

3. **Guest from the Municipality of North Cowichan -** Tammy Isaachsen- Communications and Engagement Coordinator

   Tammy spoke about decision making and community engagement. There are five levels of engagement: Inform; Consult; Involve; Collaborate; and Empower. She used choosing a dessert as an scenario example. Tammy is working on a community engagement framework document and is looking for feedback from DSAC.

   Feedback around barriers include availability, as students have work, homework, and activities after school. Students have transportation barriers as well as a lack of knowing opportunities for getting involved. Ideas for solutions include:

   - advertising at the school level
   - holding meetings as part of school classes, and/or leadership classes.
   - Having students work as a team rather than individually.
   - asking students questions and listening to their responses
   - using DSAC to gather opinions with an idea box in schools
   - sending out surveys to students online/in class - 5 mins survey
   - using Instagram / social media to get it out there
   - using DSAC group to communicate with and pass on messages to admin.
   - Using Student council group for the municipality
   - greater youth involvement, greater advertising, accessibility online and in person, communicate more between schools, students and communities
   - advertising is best if students are hearing it from their peers

4. **Report Out from Schools**

   The DSAC shared events that happened during the several weeks and ideas for future events. Events included the creation of clubs such as Peer Counselling, Gay Straight Alliance (GSA), student parliament, in-school apps, book club, Halloween costume contest, pumpkin decorating, Remembrance Day events, spirit week activities, photo booth for yearbook, pie in the face, planning for the Bell Let's Talk movement in January., leadership group-shopping for trauma kits for each classroom, respecting homeless student presentations, trip to a farm in Victoria for Halloween.

   They shared ideas for the upcoming Winter holiday season:

- making holiday cards for senior in homes and hospitals
- decorating schools to raise school spirit
- door decorating contests using a country for a theme
- school spirit week, working on a winter activity day
- angel tree-presents for kids needing gifts

5. Backpack project – Parked

Not possible at this time due to covid. Handmade hugs are available to give to students including scarves, gloves, and toques. Let admin know if your school needs some.

6. Indigenous Knowledge Session

There are 3 language lessons per week to raise awareness of our local language, Hul'q'umi'num', along with local history and knowledge. DSAC is invited to participate. Barb will send out the links to the three sessions.

7. Meeting Schedule - DSAC meetings are the 2nd Thursday of the month (October to May), from 10:00 am to approximately 11:30 am.

Remaining meeting dates for 2020-2021 with the host school listed as follows:

December 10, 2020 – Cowichan Secondary
January 14, 2021 – Chemainus Secondary
February 11. 2021 – Lake Cowichan School
March 11, 2021 - CVOLC
April 8, 2021 – Quamichan School
May 13, 2021 – International
May 17-18, 2021 Leadership Retreat

8. Superintendent's Report

Robyn Gray reported on the work being done to adjust education plans due to covid, as well as the replacement of CSS school which will be located next to VIU. They have narrowed construction companies to three potential builders. She reported on our new district logo and that there were initially five different logos to choose from and spoke about the process of creating and choosing the logo and that DSAC was involved last year. Robyn reported on the district Strategic Plan, Indigenous Ways of Knowing and our Culture of Care.

9. Video - Watched "Our Journey is Beyond Education" where Stuart Pagaduan, shares the story of our district logo, https://sd79.bc.ca/logos/

10.Next Meeting: December 10, 2020 @ 10:00am via Zoom

SCHEDULE OF UPCOMING COMMITTEE / OTHER MEETINGS

MEETING	DATE/TIME	LOCATION
Board Planning Meeting	December 8, 4:00 p.m.	Via Zoom
DSAC (Trustee Doman)	December 10, 10:00 a.m.	Via Zoom
Early Learning Committee Meeting	December 11, 1:30 p.m.	Via Zoom
Advisory Committee Meeting	December 15, 4:30 p.m.	Via Zoom

Cowichan Valley School District
Schedule of Winter Events/Activities
December 2020

SCHOOL	*EVENT*	*NOTE*
Alex Aitken Elem.	- Virtual Winter Showcase	
Alexander Elem.	- Virtual Assembly, Classroom Activities	
Bench Elem.	- Videoing each division singing	
Chemainus Elem.	- Choir singing outdoors, decorating inside school	
Crofton Elem.	- Recording winter performances	
Discovery Elem.	- Virtual Winter Concert	
Drinkwater Elem.	- Classroom activities/presentations	
Ecole Cobble Hill El.	- Each class recording a song	
Ecole Mt. Prevost Elem.	- Virtual Concert	
George Bonner Elem.	- TBC: may do virtual performance for some classes	
Khowhemun Elem.	- Mini Performances	- Dec 14/15 *Trustee/senior staff welcome
Maple Bay Elem.	- Virtual Holiday Showcase	
Mill Bay Nature School	- Nothing formal	
Palsson Elem.	- Outside singing to music over the PA.	
Tansor Elem.	- Recording winter songs and skits.	
Chemainus Sec.	- Nothing planned	
Cowichan Sec.	- Nothing planned	
CVOLC	- Celebrations in learning cohorts	
Frances Kelsey Sec.	- Nothing planned	
Lake Cowichan School	- Nothing planned at this time	
Quamichan School	- Cohort activities for last day of classes.	

*** subject to change – contact school office to confirm**

Excellent health and care for everyone,
everywhere, every time.

November 26, 2020 Ref # 20832

Candace Spilsbury
Board Chair
School District No. 79 (Cowichan Valley)
2557 Beverly St.
Duncan, BC V9L 2X3

Via email: execasst_st@sd79.bc.ca

Dear Ms. Spilsbury:

Thank you for your letters of September 4 and November 18, 2020 to Leah Hollins, Board Chair, Island Health. Ms. Hollins asked that I respond on behalf of Island Health in my capacity as Vice-President, Clinical Operations, Central/North Island.

First, allow me to apologize for the delay in responding to your September letter. I understand Island Health staff have reached out to the School Board's administrative support and clarified that the email you used for this correspondence is not publicized and is not actively used; as such, your letter was not noticed and prioritized for response. We regret this occurred.

As outlined in your letters, Island Health is aware the Cowichan Valley Board of Education does not support 5878 York Road as the location for the Wellness and Recovery Centre (WRC). I am aware Dr. Shannon Waters, Medical Health Officer for Central Island and Island Health Mental Health and Substance Use (MHSU) staff have met and shared information with the Board, and that the Board and individual Board members have received correspondence and other public communications on this matter. In addition to this information, I would like to take this opportunity to outline some key points about the new services, how we arrived at this location, safety/security issues and community liaison activities.

The safety and security of individuals – particularly children and youth – is Island Health's top most concern and priority. This includes both children and youth who attend area schools as well as young people who require the mental health and substance use services Island Health provides. Island Health is aware how the societal challenges of poverty, homelessness and substance use are manifesting in the York/Beverly area. The WRC will support individuals living with these challenges to receive the services and supports they need. The services will be available inside, which will help to decrease the public visibility of the challenges you have expressed concern about, while also increasing opportunities for individuals to engage in treatment and recovery programs.

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islandhealth.ca

I am grateful the Board recognizes the need for strengthened MHSU services. Unfortunately, while there is almost always general support for these services in communities, resistance to specific locations is an ongoing challenge Island Health faces. When we identify locations, Island Health strives to situate services in a manner that balances community needs while also ensuring clients can access the services in a convenient and timely way. This is key to enrolling and sustaining harm reduction and treatment programs.

With respect to the WRC, Island Health searched for over one year for a site and considered close to 100 options and locations. This extensive search resulted in only one site option emerging – 5878 York Avenue. Given the ongoing dual public health emergencies of the opioid crisis and COVID-19 and rising case counts of both COVID and overdoses, these services are urgently needed. Island Health recognizes broad consultation with the community on multiple potential sites would have been optimal; however, in this case, only one site was available. Additionally, under Ministerial Order M488 health authorities, including Island Health, are to provide overdose prevention services during the opioid public health crisis as part of the health care services we deliver across the spectrum.

When it opens in June 2021, the WRC will offer mental health and substance use services in a single location with wrap-around supports including primary care, case management, treatment and harm reduction. This includes new, additional and enhanced services coming on stream in the Cowichan Valley as a result of new investments and resources. These include a new Assertive Community Treatment team, a new Substance Use Integrated Team and new treatment options, including a new Tablet Injectable Opioid Agonist Therapy (TIOT) treatment program – the first on Vancouver Island.

It appears it is the overdose prevention services component of the WRC which is generating the most community concerns. Please be advised that only 25% of the WRC will house overdose prevention services, with the remainder of the site designated for client engagement and clinical services, including treatment. There will be a significant number of Island Health clinical staff working at this site to support clients, operations and neighbours. Lookout Housing and Health Society, a not-for-profit provider with extensive experience operating overdose prevention services in the Lower Mainland and Victoria, will provide the harm reduction and TIOT in the WRC. Lookout will also operate BC Housing's new supportive housing site that will open on Drinkwater Road in North Cowichan in 2021 and we anticipate synergies will emerge as a result of this dual service provision.

Lookout, in partnership with Island Health, is committed to ongoing liaison and engagement with key Cowichan Valley stakeholders, including the Board of Education. A Community Advisory Committee is being established for the WRC, and the Board and other key stakeholders are being invited to designate a representative for this Committee. Existing security and sharps (needle) clean-up processes will be maintained; in fact, in partnership with local government, sharps collection is being enhanced.

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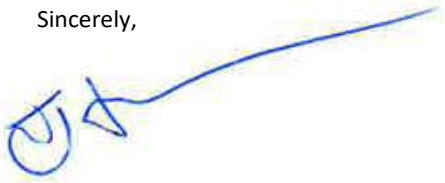
Island Health recognizes the impacts the societal challenges of poverty, mental health, substance use and homelessness is having on individuals and communities across Canada, British Columbia and in the Cowichan Valley, including the long-standing challenges related to congregation, illegal activity and certain behaviours in the York/Beverly area. We remain committed to working the Board of Education and other key stakeholders to mitigate community impact while ensuring safe, accessible and critical health care services.

Thank you for taking the time to write. In recognition of the need for ongoing dialogue on this topic, Island Health has identified Norma Winsper, Manager, Mental Health and Substance Use, for continued communication. Norma can be reached at norma.winsper@viha.ca.

Sincerely,



James Hanson
Vice President
Clinical Operations, Central/North Island

pc: The Honourable Adrian Dix, Minister of Health
The Honourable Sonia Furstenau, MLA, Cowichan Valley
Al Siebring, Mayor, Municipality of North Cowichan
Michelle Staples, Mayor, City of Duncan
Dr. Shannon Waters, Medical Health Officer, Cowichan Valley Region Trustees
Robyn Gray, Superintendent

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November 9, 2020

Candace Spilsbury
Chair, Board of Education
for Cowichan Valley Regional District
2557 Beverly St
Duncan BC V9L 2X3

Via email: cspilsbury@sd79.bc.ca

Dear Chair Spilsbury

Re: Request for Opioid Crisis Task Force

Thank you for your letter dated October 8, 2020. Council received your letter at its Closed Council meeting held on November 4, 2020, and the following resolution was passed:

> **That Council authorize the Mayor to respond to the letter dated October 8, 2020, from Candace Spilsbury, Chair of the Board of Education for the Cowichan Valley School District, regarding the York Road/Beverly Street Corridor, advising that Council is not interested in creating a Mayor's task force and identify what we are doing to address the situation.**

This position was taken given some other projects we are undertaking that we believe should be completed first, before considering other initiatives such as a Mayors Task Force. For example, we are investigating the possibility of undertaking a "Crime Prevention Through Environmental Design Study" of the Corridor area, including the area up to the school district's property. The Municipality is also launching a financial and gap analysis review of the RCMP to understand if improvements can be made that would improve the perceived and real disorder in this area. This review will also assess the impact of the Safer Corridor work and seek to improve its outcomes.

Based on the above-noted initiatives and the fact that we already have the "Leadership Group ", which was meant to serve as a high level coalescence of leadership at all levels of government and community stakeholders to tackle community issues, we do not believe we require a Mayors Task Force at this time.

It may be beneficial for you to share the school district's concerns directly with the Leadership Group to start a high-level conversation about actions through advocacy that can be taken.

Sincerely

Al Siebring
Mayor

mayor@northcowichan.ca

cc: North Cowichan Council
Robyn Gray, SD79 Superintendent
Ted Swabey, CAO, North Cowichan