



AGENDA  
Open Board Meeting

Tuesday, September 5, 2023

4:30 p.m.

Boardroom - Public Participation will be via Zoom: <https://sd79.zoom.us/j/65341273882>

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Pages

1. CALL TO ORDER  
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7.	SUPERINTENDENT OF SCHOOLS	
7.1	Personnel	
7.1.1	Personnel Updates	
7.1.1.1	Principal/Vice-Principal Assignments	20
7.1.1.2	Postings	
7.2	For Board Information	
7.2.1	2022-2023 Framework for Enhancing Student Learning: Peer Review Report	21 - 25
7.2.2	International Student Program Update	
7.2.3	Superintendent's Update	
7.3	For Board Action	
7.3.1	Framework for Enhancing Student Learning Report 2023-2024 <i>"That the Board of Education of School District No. 79 (Cowichan Valley) approves the Framework for Enhancing Student Learning Report 2023-2024."</i>	26 - 35
7.3.2	Remembrance Day <i>"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</i>	





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#### 4.1 Skills Canada Provincial Competitions

The Chair thanked Ryan Gough and Craig Lauridsen from the District's Career Education Department for all their efforts to support our students.

The seventeen District students who competed in the Skills Canada Provincial Competition were congratulated. The following students were in attendance and were recognized for their achievements:

Cynthia Barry, a Cowichan Secondary/VIU dual credit student, received the silver medal in the Culinary Arts competition;

Tayden Ross, a Cowichan Secondary/VIU dual credit student, earned the silver medal in the Carpentry competition;

School who achieved a fourth-place finish in the Robotics competition (other team)

Teammates Will Baker and Rhiannon Wyne from Frances Kelse Secondary School received the silver medal in the Gear Bots Coding Challenge;

Logan Robillard from Frances Kelse Secondary, along with teammate Ryder Henning, competed in the Gear Bots Coding Challenge, finishing just outside the medals.

The following District students competed in the Provincial Competition but were not in attendance at the meeting:

Haruki Ikemura from Cowichan Secondary who received the bronze medal for Cabinet Making;

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Penny Butler, Temporary Vice-Principal, Cowichan Secondary School;  
Lindy Thompson, Temporary Vice-Principal, Chemainus Secondary;  
TBA, Principal, Mill Bay Nature School (an internal/external posting will close June 15).

Advertising for positions in the Principal/Vice-Principal pools will go out in the near future.

## 7.2 For Board Information

### 7.2.1 Employee Recognition

#### 7.2.1.1 Long Service Recognition

Long-service pins are being sent to Principals and Managers to present to staff during the month of June. Trustees who are interested in attending the recognition events at their liaison schools are asked to contact the school Principal. Pins for Principals/Vice-Principals will be presented at the July Principal/Vice-Principal meeting.

#### 7.2.1.2 School District Retirement Dinner - June 12, 2023

The District Retirement Dinner will take place from 4:30 - 7:30 p.m. on Monday, June 12, 2023 at Arbutus Ridge Golf Course. The event will include a welcome by the Board Chair, a group photo, and a buffet dinner. The MC will introduce retirees and read a brief bio, then a small gift will be presented by a Trustee.

### 7.2.2 School Calendar 2023/2024

The calendar for 2023/2024 has been finalized and is available on the District's website at <https://sd79.bc.ca/documents/2021/04/school-calendar-2023-24.pdf/>. The calendar includes early dismissal dates as well as the following non-instructional professional development dates: October 20, 2023, February 16, 2024, and May 3, 2024.

### 7.2.3 District Scholarship Update

Judging of the District Scholarship presentations is now complete and names of winners are being submitted to the Ministry of Education and Child Care. There will be 78 scholarships valued at \$1,250 awarded across the District, for a total of \$97,500. The number of awards at each school is as follows:

Chemainus Secondary - 5;  
Cowichan Secondary - 34  
Frances Kelsey Secondary - 24;  
Lake Cowichan School - 5;  
CVOLC - 10.

### 7.2.4 Annual Review of Quamichan School

On February 2, 2021, in response to concerns regarding student safety due to ongoing issues in the York Road corridor, the Board passed a motion determining that

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Early Learning Coordinator (and Vice-Principal of Discovery Elementary) Brenda Lee, Early Learning and Child Care Manager Sarah Foster, Kindergarten teachers and community agencies were recognized for the success of the recent Ready Set Learn (community-based) and Ready Set Go (school-based) events.

Administrative Procedure 415 - Employee Recognition: This new AP sets out the process



*"That the Board of Education of School District No. 79 (Cowichan Valley) grants approval in principle to the 2023/2024 Grade 11 French Immersion Student Exchange with Académie de Lyon."*

CARRIED

7.3.3 Cowichan Secondary School Student Travel to Spain and France, Spring Break 2024

Four teachers are interested in taking 20-30 students on a trip next spring to experience the language, history, arts and culture in Spain and France. They are asking for the Board's approval in principle so they can move forward in developing the trip.

Moved by Trustee Doman  
Seconded by Trustee Sousa

*"That the Board of Education of School District No. 79 (Cowichan Valley) grants approval*

Moved by Trustee Crof

CARRIED

Moved by Trustee Sousa  
Seconded by Trustee Thorne

*"That the Board of Education of School District No. 79 (Cowichan Valley) will consult with the public before making decisions about:*

- 1. The advisability of keeping Cowichan Secondary School in reserve for future educational purposes;*
- 2. Alternate public use of Cowichan Secondary School by a local government or a community organization;*
- 3. Use of Cowichan Secondary School by an Independent School;*
- 4. Use of Cowichan Secondary School by Conseil Scolaire Francophone;*
- 5. The advisability of entering into a long-term lease of the property to a private interest; and*
- 6. The advisability of selling the property for fair market value to any other person."*

CARRIED

Moved by Trustee Sousa  
Seconded by Trustee Thorne

*"That the Board of Education of School District No. 79 (Cowichan Valley) determines that the consultation process in relation to Cowichan Secondary School will be as follows:*

- 1. Advertise in local papers and the Cowichan Valley School District social media accounts that the Board is considering the closure of and possible disposal or long-term lease of Cowichan Secondary School, inviting feedback from community organizations and individuals;*
- 2. Send letters to each local government within the School District*

*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the revised Policy 1 - Foundational Statements as amended."*

CARRIED

Moved by Trustee Thorne  
Seconded by Trustee Strachan

*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the revised Policy 7 -*







Moved by Trustee Thorne  
Seconded by Trustee Doman

CARRIED

3.1.2 2024/2025 Major Capital Plan Submission

The \$250M major capital submission, which ranks additions, renovations, upgrades, new schools and school site acquisitions, was reviewed and discussed.

Moved by Trustee Thorne  
Seconded by Trustee Crof

CARRIED

3.1.3 2024/2025 Five-Year Capital Plan Building Envelope Program (BEP)

The \$2.5M submission is to upgrade and repair the building envelope at Alex Aitken Elementary.

Moved by Trustee Sousa  
Seconded by Trustee Doman

3.1.4 Feeding Futures Fund

Item 3.1.4 Feeding Futures Fund was added by unanimous consent during the meeting.

The plan to distribute the Feeding Futures Grant in the amount of \$1,018,779 for the upcoming school year was presented and discussed. The plan includes:

\$218,287 for Lunch Program Assistants to distribute food to students (\$120,000 beyond the \$98,287 previously committed);

\$620,000 for Nourish Cowichan, which is an increase from \$308,000 in 2022-2023;

\$128,500 for School Food Grants;

\$51,992 being held in contingency.

Moved by Trustee Sousa  
Seconded by Trustee Doman



CARRIED

4. ADJOURNMENT

4.1 Mot on to Adjourn

The meeting adjourned at 4:32 p.m.

Moved by Trustee Sousa

Seconded by Trustee Doman

CARRIED

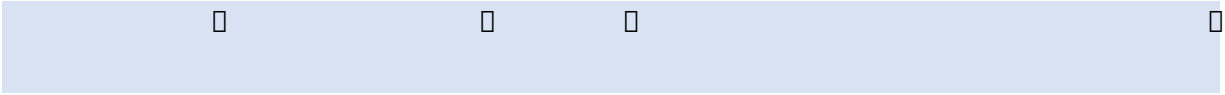




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- BC Schools Superintendents Association (BCSSA)
- BC Association of School Business Officials (BCASBO)
- Metis Nation British Columbia (MNBC)
- B.C. Principals' & Vice Principals' Association (BCPVPA)

Cowichan Valley School District is located on Vancouver Island on the traditional lands of the Coast Salish Peoples, specifically the lands of the Ts'uubaa-asatx, Penelakut, Halalt, Lyac 6..04 6..04f92.52 Tm(L ci)6 (f)2 (e)29-6.3 ,3 (u.3 (S1.1 (a)Ynph80K3 Cowichan 120 The 7. 49.68 TmTw 11.

district also serves Thetis Island and Penelakut Island, with some students ferrying to Chemainus after grade 7. The district is surrounded by several independent schools and high-priced private schools; however, student enrollment is higher in public schools, despite a high number of transfers after the most recent teacher job action. Over 50% of the district's student population takes the bus to school. The Cowichan Valley district





Monthly meeting with community partners. Information is collected regularly (once per month with each of the 8 Nations and bi-monthly as All Nations) in meetings with key rightsholders. Members are informed of students' progress and are given opportunities to provide input into planning and budgeting, which supports Indigenous student achievement. LEA and MOUs reflect purposeful and planned engagement with all 8 local Nations. There is time built in to reflect and review LEAs (up to 2026-2027).

The district uses multiple data points that include triangulated evidence from multiple sources.

There is evidence of snapshot data throughout the Enhancing Student Learning report. Specifically, on pages 6 and 10, there are examples of ministry, district, and local assessment data and evidence. The data informs goals and plans, i.e., Mental Health Literacy (MHL) and Social Emotional Learning (SEL) plans.

An area for further consideration is how the district supports each of the schools to analyze, interpret, and use data evidence in more robust ways to develop interventions and actions to ensure equitable outcomes for all learners.

The district gathers student voices although evidence needs to be more accessible to school staff.

How





June 6, 2023

Ref: 290464

Robyn Gray  
Superintendent  
School District No. SD 79 (Cowichan Valley)

**Email: [rgray@sd79.bc.ca](mailto:rgray@sd79.bc.ca)**

Dear Robyn:

**RE: Framework for Enhancing Student Learning Peer Review Report**

As we finish the second year of implementation for the Framework for Enhancing Student Learning, I want to thank you for your participation in the peer review process. It is encouraging to see the deep focus you are bringing to support all children succeed in life, both for your local community and others. The spirit and intent of the Framework for Enhancing Student Learning is collective continuous improvement to align our efforts across the system to improve outcomes for all students in British Columbia, with a particular focus on addressing persistent equity gaps and this focus is evident in your efforts and ongoing work.

As you know, the attached report consists of district strengths and considerations discussed with you during your peer review to help inform future strategic planning and continuous improvement. The three focus areas of our discussions and reflected in the report are the following:

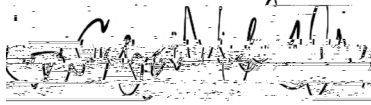
- Data and Evidence
- Strategic Engagement
- Alignment

The Ministry is pleased to share this report with you to reflect the discussion and provide feedback in relation to these three focus areas associated with effective continuous improvement planning. Please allow me to emphasize that the intent of this feedback is to support continuous improvement, and that it is intended to build



I look forward to continuing to refine our continuous improvement review program informed by sector input and progress and to improving our shared efficacy for effective planning for the benefit of all students in BC.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cloe Nicholls', written over a horizontal line.

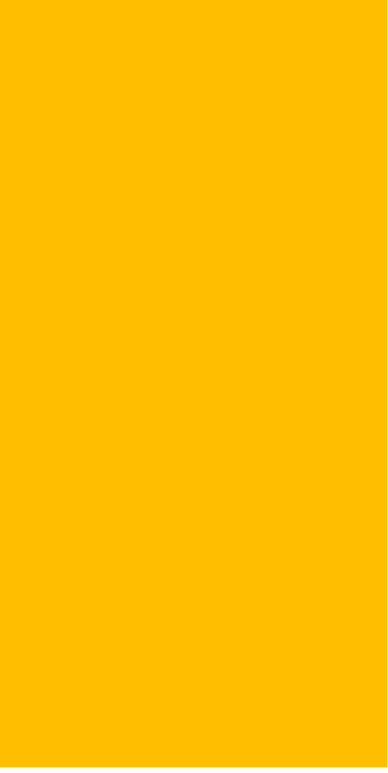
Cloe Nicholls  
Assistant Deputy Minister

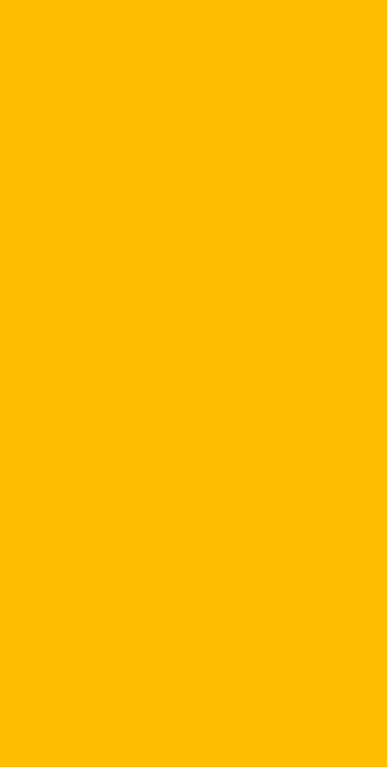
Attachment: Peer Review Feedback Report 2022/23

pc: Cathy Schmidt, Board Chair  
Jason Sandquist, Secretary Treasurer



2023 - 202



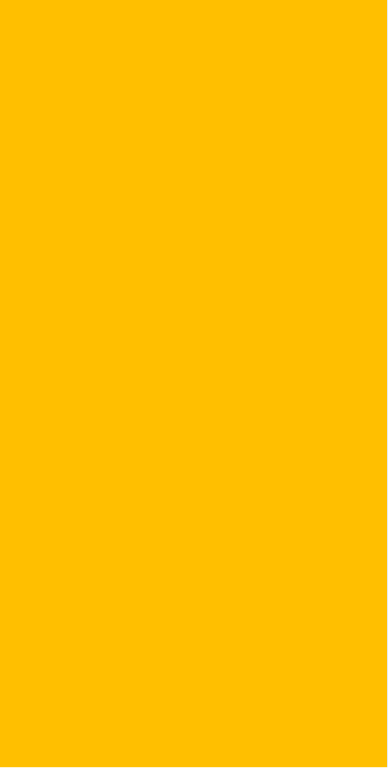


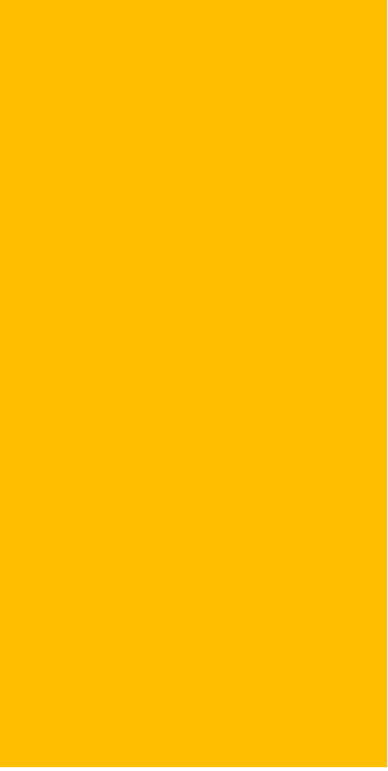
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## Supporting Children in Care

To continue to support students in care to thrive, we are in the process of creating a database that allows staff to accurately track supports in place, both in district and in the community. We are also cultivating a meaningful and productive partnership with local representatives from Ministry of Children and Family Development, and Indigenous Social Services organizations: Lalum'utul Smun'eem, and Kw'umutLelum.

We carefully and continuously monitor data relative to literacy, numeracy, social emotional learning, and attendance for children in care, and use that data to support decisions about educational supports and interventions.

One example of a district-wide data set is the colour-coded scale which is collected twice per year:



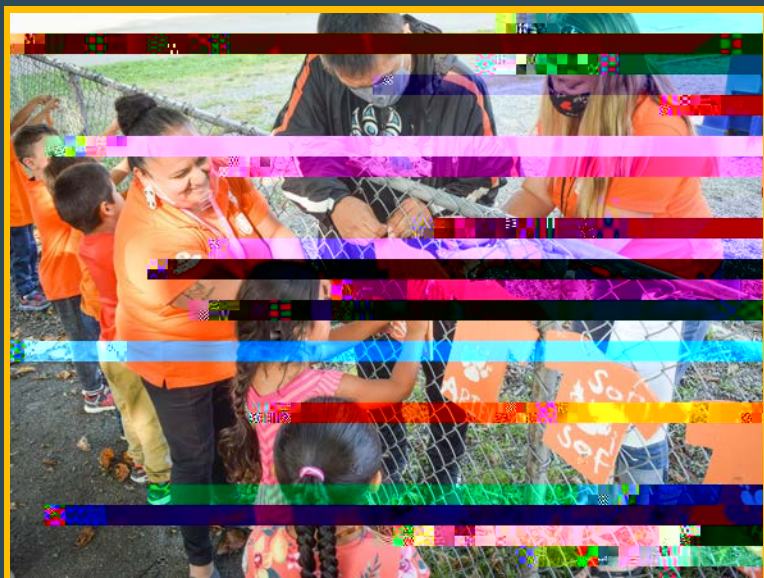
## Engagement and Review

We have developed a systematic engagement and review cycle that ensures our plans are alive and agile, adapting to new data and information.

School based plans are reviewed at a minimum of 3 times per year. This review is done through a consultancy approach at a district level. The intention of this process is to have a continual review of the plans and review map, satellite and street data to refine areas of focus at each school.

Further to this district overview, each school continues to engage with their communities to refine their planning.

The Board of Education also invites schools to attend the Board Education and Business Committee to present e n@ nduca tools ndsaMt yprtyrtdrsn distri



# Community Input and Budget Transparency

Preparing the Board's budget and ensuring it aligns with the goals outlined in the Strategic Plan and the Framework for Enhancing Student Learning is one of the key responsibilities of the Board of Education. The Board commits to creating this budget in a transparent manner, inclusive of robust community engagement and input opportunities. For this reason, the Board has extended the budget process to ensure there is ample time and opportunity for this community feedback.

The Board's budget process is shown in this framework:

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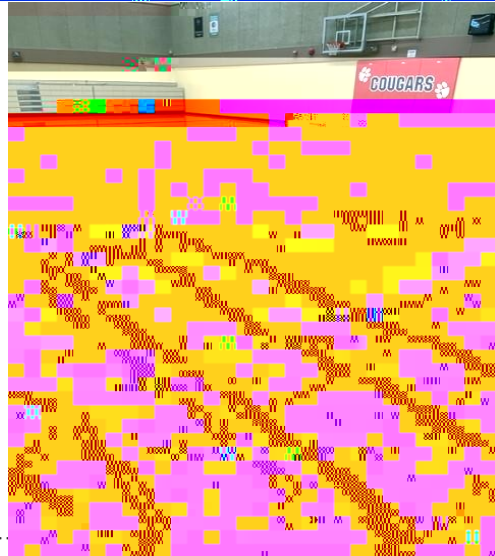
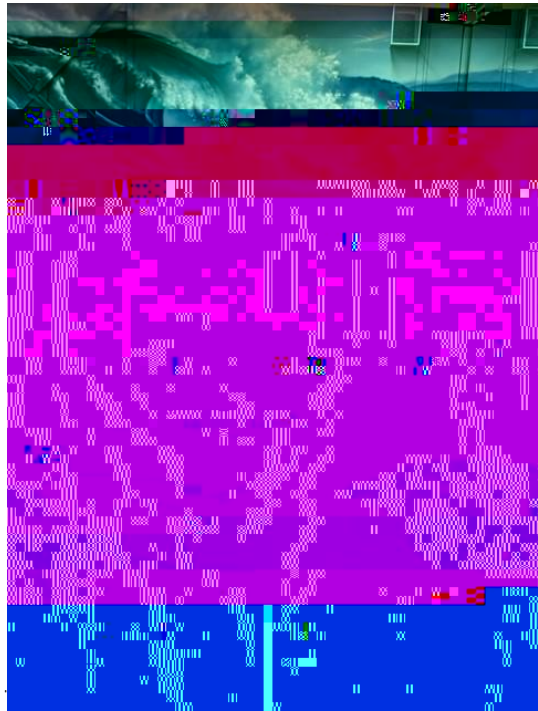
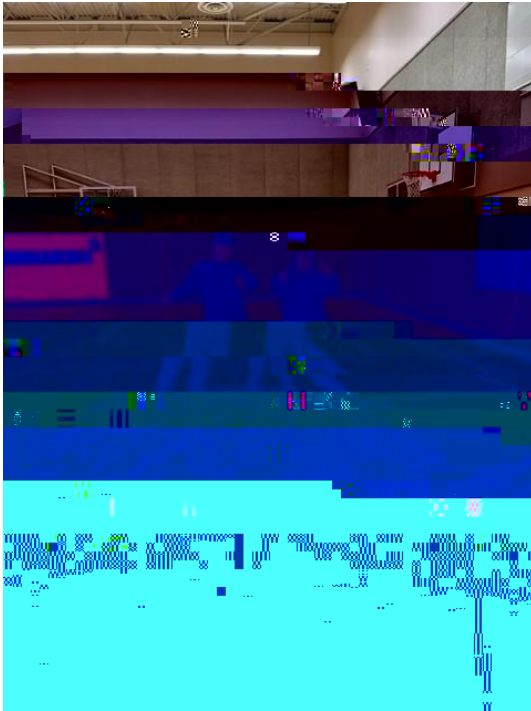




AP 415 EMPLOYEE RECOGNITION

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Capital Projects Summer Status Update  
July and August 2023

Alexander	Exterior Paint	Majority of building power washed. Project is behind schedule, expected completion mid to late October depending on weather. Work will continue during school, with appropriate protections.	Zelco Painting
Bench	Janitor room refurbishment	Complete	SD79
Bench	Boiler	Boiler demolition complete, installation well underway. Minor work expected in September during day for install and finishing. Project completion expected by October.	AJPH
Bench	Portable Roofing	Expected to be complete by Sept 5th. Waiting for final sign off. Additional work to repair interior damage to be scheduled at later date	Flynn
Chemainus Secondary	Hazmat Abatement	Completed Aug 18; minor work to install remaining ceiling tiles and sensors. Should be completed by Sept 5	LGF Environmental and SD79
Chemainus Elementary	Stong Start Portable Roof	Complete- some flashing work remains, expected by Sept 5	Flynn
Chemainus Elementary	Strong Start Accessible Stairs and door repairs	Work started Aug 7th to repair back door rot. Project expected to take 4-6 weeks, completion end of September	SD79
Crofton	Portable Roofing	Roofing work completed, substantial water damage to rafters required that half the roof be repaired. Interior work underway, expected to be completed by Sept 5.	Flynn and SD79

Capital Projects Summer Status Update  
 July and August 2023

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CVOLC	Front Entrance Portico	Waiting on substantial completion from contractor, I expect late September until all deficiencies are signed off on and front entrance can be used again. Delays due to structural difficulties with design and building, extra rot and Heritage requirements for building.	CGI Contracting
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CVOLC- Duncan Daycar slots	New Trees, Hedges and privacy	Mtig0 G(M)3fig0 G0 g Gn1.04 Tf1 0 0 1 313.13 376.15 Tm1.504
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