

**MINUTES OF A MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 72 (CAMPBELL RIVER), HELD IN PERSON AND ELECTRONICALLY AT 7:30 PM, ON TUESDAY, JUNE 18, 2024**

**Present:** K. Eddy Chair; C. Gillis, Vice-Chair; S. Briggs, J. Gladish, D. Hagen, D. Harper, J. McMann, Trustees; P. Cizmic, Associate Superintendent; G. Manning, Superintendent; and K. Patrick Secretary-Treasurer.

**Absent:** M. Kyle, Associate Superintendent

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**24-107 Call to order/ Chair's remarks**

Board Chair Eddy called the meeting to order at 7:30 pm. Eddy highlighted the Trustee Code of Conduct developed by the BC School Trustees Association and this Board's work on updating its existing governance policy regarding Trustee conduct.

Eddy recognized recipients of Regional Certificates of Achievement for the Prime Minister's awards for teaching excellence Natalie Raedwulf Pogue and Steve Joyce. She further noted the upcoming National Indigenous People's day on June 21 as well as graduation celebrations throughout the district during June.

**24-108 Superintendent's remarks**

Superintendent Manning noted the many things to celebrate this month including: award winning students and teachers; the Indigenous graduation celebration on June 6, the Robron graduation event on June 20, the Carihi commencement ceremony on June 25 and the Timberline commencement ceremony on June 26.

Manning highlighted emergency preparedness guidelines that have been shared by the Province and Island Health on mitigating potential impacts from wildfire and heat emergencies on schools.

He was pleased to finish off his first year in the district having visited all district schools.

**24-109 Approval of the minutes of May 28, 2024**

It was proposed by J. Gladish , seconded by S. Briggs and **CARRIED:**

***THAT the minutes of the meeting of May 28, 2024 are hereby approved as circulated.***

**24-110 Approval of the agenda**

It was proposed by C. Gillis, seconded by J. McMann and **CARRIED:**

***THAT the agenda is hereby approved as circulated.***

**24-111 Report from the June 18, 2024 Confidential Board Meeting**

Vice-Chair Gillis reported general statements of matters discussed in the Board's Confidential Meeting, and in accordance with Section 72(3) of the School Act, reports the following:

1. Teaching, administrative and support staff changes;
2. Property, legal and financial issues.

**24-112 Board Governance Policy 7: Trustee Code of Conduct - Notice of Motion**

Board Vice-Chair Gillis described the board governance committee's work on the draft changes to Board Governance Policy 7: *Trustee Code of Conduct* that are included as a notice of motion. Following a period open for public feedback, the board will bring a motion to approve the changes at the next board meeting on September 3, 2024.

**24-113 Trustee travel per diem recommendation**

Secretary-Treasurer Patrick shared a review of the Trustee travel per diem rates. The BC School Trustees Association (BCSTA) annually collects data from all BC school districts to set the BCSTA per diem rate and allow boards to compare rates. Board governance policy 24: *Board member remuneration and expense allowance*, indicates that per diem amounts should follow BCSTA rates.

It was proposed by D. Hagen, seconded by J. Gladish and **CARRIED:**

***THAT the Board approve the adjustments to the per diem rates as outlined in the summary provided by Secretary-Treasurer Patrick.***

**24-114 Trustee remuneration recommendation**

Secretary-Treasurer Patrick presented the recommendations for Trustee compensation for 2024-2025. The district's formula for Trustee compensation was developed by an independent committee in 2007. A review is conducted looking at compensation rates for other island districts and applying a per student factor to average compensation in order to remain responsive to changing district enrolment.

It was proposed by D. Hagen, seconded by C. Gillis and **CARRIED:**

***THAT the Board recommends an adjustment to Trustee compensation as per the formula adopted by the Board in 2007 which is reviewed on an annual basis and will take effect on July 1st of the new fiscal year.***

**24-115 Board/ Authority Authorized courses**

Superintendent Manning provided a summary of three courses proposed by Carihi to provide experiential instruction to students with certain educational designations. Board/ Authority Authorized courses count as high school elective credits in a student's total course credit count.

It was proposed by D. Hagen, seconded by S. Briggs and **CARRIED:**

***THAT the Board approve the Wellness 10, Wellness 11 and Wellness 12 Board/Authority Authorized (BAA) courses, as presented, for inclusion in the school district course offerings.***

**24-116 Digital device restrictions in schools**

Superintendent Manning reported on the district's development of Operational Procedure 359: *Digital device restrictions in schools*, in response to the provincial order to develop local restrictions on the use of personal digital devices in schools. The aim is to increase focused instructional time and reduce distractions, as appropriate, at each school level.

A letter outlining the procedure will be shared with parents. Schools will develop their own codes of conduct to detail consequences for non-compliance. Students with medical and health needs as well as accessibility and accommodation needs will be considered in application of the procedure.

**24-117 Capital plan application**

Secretary-Treasurer Patrick presented the 2024/25 capital plan application that will be submitted to the Ministry for approval. It is similar to capital plans presented in previous years. He noted that the district is coming to the end of a 10-year facility plan cycle.

It was proposed by C. Gillis, seconded by D. Harper and **CARRIED:**

***THAT in accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 72 (Campbell River) hereby approves the proposed Capital Plan (Major Capital Programs) for 2024/25, as provided on the Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.***

**24-118 Finance Warrant No. 11, May 31, 2024**

It was proposed by D. Hagen, seconded by J. Gladish and **CARRIED:**

***THAT the Finance Warrant No.11, dated May 31, 2024 be accepted as presented.***

**24-119 Questions from anyone present on agenda items for this meeting**

**Question 1** – Debra Coombes, CRDTA President – Did I hear that the per diem rates are not just for the Trustees but for all employees, going on pro-d for example?

Secretary-Treasurer Patrick responded that it is up to the pro-d committee to set their per diem rates but typically, yes that is the case.

**Question 2** – Debra Coombes, CRDTA President –I am assuming that since it is a board policy / procedure that the development of the district cell phone policy was made up of staff?

Superintendent Manning responded that the group that developed the procedure was made up of himself, school administrators and members of the Indigenous Education Council.

**Question 3** – Debra Coombes, CRDTA President –Do you expect school codes of conduct to have teachers as the monitors? Is this being developed at school level?

Superintendent Manning responded that yes, that is the plan.

**Adjournment**

The meeting adjourned at 8:10 pm

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**Kat Eddy, Chair.**

KWP:nc

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**Kevin Patrick, Secretary-Treasurer.**