



QUALICUM SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA

TUESDAY, AUGUST 27, 2024  
6:00 PM  
VIA VIDEO CONFERENCING

Join on your computer, mobile app or room device

[Join the meeting now](#)  
Meeting ID: 282 151 234 751  
Passcode: X4z3wf

1. CALL TO ORDER AND INTRODUCTIONS

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

3. ADOPTION OF THE AGENDA

*Recommendation:*

**THAT** the Board of Education of School District No. 69 (Qualicum) adopt the agenda as presented (*or, as amended*).

4. APPROVAL OF THE CONSENT AGENDA

- a. Approval of Regular Board Meeting Minutes: June 25, 2024 p 1-11
- b. Ratification of In Camera Board Meeting Minutes: June 25, 2024 p 12
- c. Ratification of Special In Camera Board Meeting Minutes: July 2, 2024 p 13
- d. Receipt of Ministry News Releases
  - Inclusivity, transparency improved for child care p 14-15
  - Francophone families will receive child care resources, supports in French p 16
- e. Reports from Trustee Representatives

*Recommendation:*

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of August 27, 2024, as presented amended.

5. DELEGATIONS/PRESENTATIONS (10 MINUTES EACH)

- a. Bill 40 - Proposed Amendments to the School Act (Katie Marren)

6. PUBLIC QUESTIONS AND COMMENTS (WRITTEN)

7. BUSINESS ARISING FROM THE MINUTES

- a. Review of Board Meeting Schedule (Trustee Austin) p 17-18
- b. Update to Administrative Procedure to Board Policy 700: (Peter Jory) p 19-21  
Safe Caring and Inclusive School Communities

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION

- 
9. **CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)**
  10. **DISTRICT PARENTS ADVISORY COUNCIL**
  11. **ACTION ITEMS**
    - a. **2025-2026 Major Capital (Child Care) Plan Submission** (Ron Amos) **p 22**  
*Recommendation:*  
**THAT** the Board of Education of School District 69 (Qualicum) approve the 2025-2026 Major Capital (Child Care) Plan Submission as presented.
  12. **INFORMATION ITEMS**
    - a. **Superintendent's Report** (Peter Jory)
      - i. **Provincial Updates**
      - ii. **District Updates Regarding Start Up**
    - b. **Educational Programs Update** (Gillian Wilson/Rudy Terpstra)
    - c. **2024 Summer Projects Update** (Phil Munro)
  13. **FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT** (Trustee Young)  
The next meeting is scheduled for Monday, September 16, 2024
  14. **POLICY COMMITTEE OF THE WHOLE REPORT** (Trustee Kellogg)  
The next meeting is scheduled for Monday, September 16, 2024
  15. **EDUCATION COMMITTEE OF THE WHOLE REPORT** (Trustee Austin)  
The next meeting is scheduled for Tuesday, September 17, 2024
  16. **REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS**
  17. **TRUSTEE ITEMS**
  18. **NEW OR UNFINISHED BUSINESS**
  19. **BOARD CORRESPONDENCE AND MEDIA**
  20. **PUBLIC QUESTION PERIOD**
  21. **ADJOURNMENT \***

**\*TO BE FOLLOWED BY THE SPECIAL BOARD MEETING FOR THE YEARLY ELECTIONS  
OF CHAIRPERSON AND VICE CHAIRPERSON OF THE BOARD**



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Always growing  
Grandissons ensemble

## QUALICUM SCHOOL DISTRICT REGULAR BOARD MEETING MINUTES

TUESDAY, JUNE 25, 2024  
6:00 PM  
VIA VIDEO-CONFERENCING

### ATTENDEES

#### Trustees

Eve Flynn	Chairperson
Julie Austin	Vice Chairperson
Carol Kellogg	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

#### Administration

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent of Schools
Rudy Terpstra	Director of Instruction
Phil Munro	Director of Operations
Ross Pepper	Principal, International Student Program
	Qualicum District Principals and Vice Principals Association

#### Education Partners

Canadian Union of Public Employees (CUPE) Local 3570  
Mount Arrowsmith Teachers' Association (MATA)  
District Parents Advisory Committee (DPAC)

#### 1. CALL TO ORDER

Chairperson Flynn called the video-conferencing meeting to order at 6:00 p.m.

#### 2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn acknowledged that the Board was meeting on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations. She thanked the First Nations for their stewardship of the land, and for allowing the Board to live, work, play and learn in this beautiful part of the province.

#### 3. ADOPTION OF THE AGENDA

##### 24-66R

*Moved:* Trustee Kellogg *Seconded:* Trustee Austin

**THAT** the Board of Education of School District No. 69 (Qualicum) adopt the agenda as presented.

CARRIED UNANIMOUSLY

**4. APPROVAL OF THE CONSENT AGENDA**

- a. Approval of Regular Board Meeting Minutes: May 28, 2024
- b. Ratification of In Camera Board Meeting Minutes: May 28, 2024
- c. Receipt of Ministry News Releases
  - Access zones now in place to protect kids in school
  - New, accessible school playgrounds open for students
  - New regulations streamline pathway for international credentials
- d. Reports from Trustee Representatives
  - Early Years Coalition (OBLT) – Trustee Young

**24-67R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Young

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of June 25, 2024, as presented.  
CARRIED UNANIMOUSLY

**5. DELEGATIONS/PRESENTATIONS**

None

**6. PUBLIC QUESTIONS AND COMMENTS (RELATED TO AGENDA ITEMS)**

None

**7. BUSINESS ARISING FROM THE MINUTES****a. Request from Oceanside Integrated Fitness Society**

Trustee Kellogg shared that she had toured the facility and heard testimonials from some of the clients benefitting from the program to regain their mobility. The facility houses state of the art equipment and is supported by dedicated staff. A number of facilities that had provided this type of support for people with stroke and/or brain injuries are no longer operating. It was noted that the Board agree to continue to provide the space for the program there would be a reciprocal arrangement to provide times for students from the Qualicum School District to use the facility when adult clients are not on site.

**24-68R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) offer the Oceanside Integrated Fitness Society use of Room 12 at the Qualicum Commons at no charge for a period of one (1) year, from July 1, 2024 to June 30, 2025, after which time the organization will be required to start paying the full monthly rental fee.  
CARRIED UNANIMOUSLY

**b. Rental Facilities Closure****24-69R**

*Moved:* Trustee Flynn *Seconded:* Trustee Kellogg

**THAT** the Board of Education of School District 69 (Qualicum) support the closure of both Qualicum Commons and Craig Street Commons to public and business use, effective July 1, 2025.

Chair Flynn stated that, shortly before the meeting date, an interested party had proposed a longer-term solution for one of the properties. This proposal has caused the Board to consider whether there are viable alternatives other than the outright closure of one or both of these sites.

It was suggested that the motion be postponed and, while recognizing that the Board does not have the funds to support these two facilities, allow for public notice for interested parties to come forward with potential proposals for the two sites. A report would then be provided to the Board for consideration in October and a final decision made on the two properties at its November Board meeting.

**24-70R**

*Moved:* Trustee Young

*Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) postpone the pending motion to close both Qualicum Commons and Craig Street Commons to public and business use, effective July 1, 2025, until its November Regular Board Meeting.

CARRIED UNANIMOUSLY

**8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)**

Matt Woods, MATA President, commented on the following:

- Appreciation to the Board for prioritizing the recognition of staff this year. MATA members have been sharing their appreciation for the pins and lunches and provided a great opportunity to recognize one another. He hoped the Board continued to make recognition of employees a high priority.
- Congratulations to all the 2024 Grad Classes and wishes for future successes.
- The Union was pleased to see the government has enacted the Safe Access to Schools Act to protect staff and students from protests that would disrupt the learning environment.

**9. CANADIAN UNION OF PUBLIC EMPLOYEES (CUPE) LOCAL 3570**

Ewen Rycroft, CUPE Local 3570 President, reiterated the union's displeasure regarding the reductions to support staff hours for 2024/2025. The Union had also not seen any action regarding its suggestion of a hiring freeze since the last Board meeting. The Union believes that the reductions are not in the best interest of the learning community or to encourage staff retention. While he acknowledged that funds have been identified to reinstate the summer works crew, he believed that there were also additional opportunities to reinstate the reduced clerical hours.

Mr. Rycroft then acknowledged outgoing Human Resources Director, Brenda Paul, for all her hard work and years of service. He stated that she would be missed as she brought so many positive aspects to the position and always had a full heart during her dealings with the union staff and had done a great job. The Union looks forward to working with Ryan Brennan, the incoming Director of Instruction – Human Resources.

**10. DISTRICT PARENT COUNCIL (DPAC)**

No Report

**11. ACTION ITEMS****a. 2024-2025 Student Fees**

Superintendent Jory referred to the schedule of fees, noting that the fees have stayed intact over the past few years and there have been no changes. While the fees were not identical from school to school, they were similar and within a range. He noted that all schools are feeling the pressure as inflation has eroded their buying power and have chosen not to pass those costs onto parents at this time and making due with what is being collected currently and offset by the Feeding Futures Fund in regard to supporting food purchases at and through the school.

He advised that the District will likely be doing a review of student fees for next year if it gets some relief on the budget front. Ideally, the plan would be to put some money back into the school supply budgets, which is a current topic of conversation; however, it was just not possible this year.

Trustees expressed their hope that monies could be found to alleviate some of the school fees (i.e. cooking classes) to reduce the financial stress on families. Bulk purchasing of school supplies was also encouraged as has been done between a number of schools. It was noted that there are some supports from external organizations which provide backpacks and school supplies for families to access. The District also continuously monitoring how it can best provide supports to families and is in the unique position of having a district social worker who helps connect families to community resources through District schools.

**24-71R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) approve the 2024-2025 Student Fees as presented.

CARRIED UNANIMOUSLY

**b. 2024-2025 School Impact Plans**

Superintendent Jory spoke to his briefing note provided in the agenda package explaining the transition to the new Observable Impact framework and the S-E-T format, which matches what has been done in the Strategic Plan. Staff are already seeing a quickly growing alignment to what is being done in the District and in the District's schools. Trustees had the opportunity to review each school's Impact Plan and during in-person school presentations on May 14<sup>th</sup>. Should the plans be approved as recommended, they would be available on the school and program websites.

**24-72R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve the School Impact Plans for 2024-2025 as previously presented.

CARRIED UNANIMOUSLY

**12. INFORMATION ITEMS****a. Superintendent's Report**

Superintendent Jory reported on the following:

- Thursday, June 27<sup>th</sup> will be the last day for elementary student attendance.
- Monday, June 24<sup>th</sup> was the last day of regular classes for secondary students. The Parksville alternate school held its graduation ceremony on

June 20<sup>th</sup> and the Ballenas and Kwalikum Secondary School graduation ceremonies will be held on Thursday, June 27<sup>th</sup>.

- Attendance has been an ongoing discussion and a frequent source of concern since the pandemic. The District's attendance is similar to that in the provincial data, which indicates a lower rate of attendance than was being seen five years ago. In conversation with the principals, it is being recognizing that kids are not necessarily coming back on their own, and it is time to up the District's response. This will mean increased communication, more letters, and more phone calls and conversations. It means supporting the Give, Grow, and Belong aspects of the Strategic Plan, and really getting at the barriers that are heard about whenever staff talk to students. It means working on culture. It means accessing the possibilities that the new aligned secondary timetables will bring. It means a lot of things, both subtle and profound. This is now the number one conversation.
- Superintendent Jory has been working on the content for the Framework for Enhancing Student Learning (FESL) report over the last few weeks and was pleased with a number of things related to improving student outcomes. Graduation rates are up and among the very best on Vancouver Island. Literacy and Numeracy results are also up, and again, likely much more representative of what the District's staff and students can actually do. Most importantly, where there are gaps, staff now have improved information at their fingertips to plan and support their responses. The District has a Strategic Plan in place, and alignment with that plan across the system has emerged well ahead of the Superintendent's predictions. Also, in support of that plan, and the two newest operational plans that support it, 30 Needs Response Teams (NRTs) emerged in schools through the second half of the year, and with countless positive stories being shared, staff are excited about expanding participation next year.

While working on the FESL report, he has enjoyed describing many of the structures in the Qualicum School District, both new and longstanding, that contribute to student success in their own way. These include the work of the District's own Teaching and Learning Team, the District's relationships with the community through the Early Years Table, and the Oceanside Collaborative Response Team. The District's new Pre-K program and the enhanced transition strategies for students heading to high school, all the great work to expand childcare opportunities and support for the Feeding Futures program deserve mention, as does the continued efforts to move toward Truth and Reconciliation and response to Bill 40.

**b. Educational Programs Update**

Rudy Terpstra, Director of Instruction, noted that learning means always moving forward and improving. As a learning organization, staff learn more about their learners every year and staff also learn more about learning. He then provided a "year in review" as follows:

- This year there were District and Provincial Assessments in grades 3,5,6,8 and 9 along with the K snapshot, FSA's in grade 4 and 6 and Graduation Assessments in grades 10 and 12. Teachers were engaged in looking at the data, planning focused action and creating learning. Two examples of that this year were grade 9 teacher learning rounds with Leyton Schnellert and the Numeracy series with Carole Fullerton, which will continue with into next year.

- The teaching and learning team were coaching, co-teaching and supporting learning across the District focused on Numeracy and Literacy supported by SEL and Physical Literacy. They are set to start the school year with a fulsome Summer PD offering in August.
- The Career Education Team hosted its Train in Trades and Intro to Trades orientation night two weeks prior, where 60 students, with their family member, were introduced to their programs and university life from the Vancouver Island University (VIU) faculty. The team is also running a Summer Career Exploration program with over 20 students.
- The District celebrated the dual-diploma immersion graduates this week who are leaving and will celebrate their dual diplomas on June 27<sup>th</sup>, as Ballenas Secondary School prepares for two grade 8 Immersion cohorts for the first time ever.
- This was a year of shifting from student voice to agency where the District was not only listening to students but co-creating action in many forums including the Indigenous student voice, Student Services review, Community of Practice, District Student Voice Session and there were student voice groups in most schools.
- On June 25<sup>th</sup>, the members of the District Drug and Alcohol Review Committee (DDARC) reviewed their work and wrap-around support to make the District's restorative process more responsive to its students and families. He acknowledged the work of the team which was made up of the District Social Workers, the District Drug & Alcohol Worker, Principal and Vice Principal representatives and the District Principal of Learning Services.
- In support of the District's Learning Plan and Handbook, there is also an Assessment Plan and Communicating Student Learning (CSL) guide as the District is about to send home to all families the year-end Summary of Learning under the New Reporting Order. Next year the District will launch its Learning Framework which defines literacy and numeracy centered on Inclusive and Culturally Responsive Classrooms in all schools.
- As the end of Indigenous History month approaches and National Indigenous Peoples' Day was recognized on June 21st, Director of Instruction Terpstra closed by reminding attendees about the following statement on Truth and Reconciliation that should guide all of the District's work and is included in the Learning Plan, Assessment Plan and the new Learning Resource Policy: *Education plays an important part in Reconciliation and learning should first reflect perspectives and knowledge of the local Snaw'Naw'As and Qualicum Nations, then of local Indigenous students, then of the indigenous Peoples in Canada and then of the Indigenous Peoples from around the world.*

Gillian Wilson, Associate Superintendent, reported on the following:

- Over 300 graduating students will be acknowledged this year which was a testament to the work of school administrators and staff to ensure youth walk across the stage.
- The Pre-Kindergarten Program staff were in the process of collecting surveys from families who had children attend the program. A first look at the data indicated that all families highly recommend the program. It also provided the opportunity for the teachers to learn about the children who will be attending Kindergarten in September.



- The District will be welcoming its first group of international students from Kazakhstan and Mrs. Wilson acknowledged the work of the two International Student Program principals, Ross Pepper and Kevin McKee, to promote other countries to come to the Qualicum School District.
- There have been a number of meetings held towards having an integrated Child and Youth Team in the community in order to determine what that looks like for the District. The District is also embarking on a community partnership through the Oceanside Health and Wellness Network (OHWN) to consider the rights of the child and youth to acknowledge youth and the at risk youth that are in the community. That group met last week to look at data from community partners, where the needs are, and how best to advocate for additional resources and supports within the community.
- It is the time of year when the District is enjoying and celebrating the work that has been done this year and also planning for next year. The District has gone through rounds of posting and staff continue to review enrolment to determine where any additional staffing and/or different resources or supports might be needed.
- Acknowledgement of work that the staff of the Human Resources department is doing to support staff as much as possible to know where they will be placed in September. She acknowledged Brenda Paul and Tandy Gunn for their work to support the Pilot between CUPE Local 3570 and the District, which is in its second year, to allocate as many hours as possible while also recognizing the need to ensure there are still enough hours to go out to the system depending on where students are placed. i.e. there are still a number of students on a waitlist for cross boundary to schools where enrolment may be close to being at capacity as the preference is not to have to move any accepted cross boundary students back to their catchment area school in September should students new to the catchment area register in the new year.
- Further to the reduction of one exempt position, Sheila Morrison, District Principal of Early Learning and Child Care, has assumed responsibilities of the Oceanside Building Learning Together (OBLT) along with her other work. In the three weeks since she has assumed those responsibilities, two applications have been submitted to extend daycare, the Saturday Breakfast Club at OBLT Family Place/Munchkinland is being promoted, Storybook Village is being revitalized for families to come in the summer months for some free program activities in partnership with the Vancouver Island Regional Library (VIRL), Regional District of Nanaimo (RDN), and the Society of Organized Services (SOS). This has all been a big learning curve for Ms. Morrison as she undertakes this collaborative work.
- Acknowledgement of the work done by the Indigenous Education Department to ensure the district was recognizing and celebrating Indigenous People's Day. There were some wonderful events that took place in the District.

Trustee Young added the following:

- Learning Grant presentations were held on June 17<sup>th</sup> with teaching staff presenting the projects for which they used their allocated grants.
- June is Pride Month, with many Pride events taking place in schools to promote and ensure inclusivity and social justice.
- A YouTube video created by students at Kwilikum Secondary school in which the whole school took part was a great example of student engagement.

- The work of the Early Years Table is being reinvigorated and the Saturday morning program, which was about dads coming with the kids on a day off from work, is being offered again.
- Oceanside Health and Wellness Network has also been busy organizing more community programs.
- The Oceanside Non-Market Housing Task Force hosted an information session to discuss critical housing issues in the Parksville Qualicum Beach area on June 14<sup>th</sup>. While Trustee Young was unable to attend, she believes the initiative has value.
- The Indigenous Graduation and Year End Celebration was held on June 6<sup>th</sup>. There were more graduates crossing the stage this year than last, which reflects the good work being done for the students.

Superintendent Jory added that he and Chair Flynn had also attended the well-organized event. PASS staff and students provided the food, and approximately 20 students from across the District were recognized by their families along with Indigenous Education Program staff.

### 13. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

#### a. 2025-2026 Major Capital Projects

Trustee Young provided a summary of the Finance & Operations meeting during which an overview of the transportation routing software was presented. The Oceanside Community Track Project is coming along nicely and a drone is recording the day to day progression to showcase the work being done. There was also good information on the Accessibility Committee, which has been posted on the District website.

#### 24-73R

*Moved:* Trustee Young      *Seconded:* Trustee Kellogg

**THAT** the Board of Education of School District 69 (Qualicum) approve the 2025-2026 Major Capital Plan Submission as presented.

CARRIED UNANIMOUSLY

### 14. POLICY COMMITTEE OF THE WHOLE REPORT

#### a. Administrative Procedures to Board Policy 617: *Selection and Assignment of Exempt Leadership Staff* – For Information

#### b. Board Bylaw 1: Board of Education

#### 24-74R

*Moved:* Trustee Kellogg      *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Bylaw 1: *Board of Education*.

CARRIED UNANIMOUSLY

#### c. Board Policy 107: Use of Educational Property for Child Care

#### 24-75R

*Moved:* Trustee Kellogg      *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 107: *Use of Educational Property for Child Care*.

CARRIED UNANIMOUSLY

**d. Board Policy 700: Safe, Caring and Inclusive School Communities**

**24-76R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 700: *Safe, Caring and Inclusive School Communities* and its attendant administrative procedures at its Regular Board Meeting of June 25, 2024.

CARRIED UNANIMOUSLY

**e. Board Policy 804: Physical Restraint and Seclusion of Students**

**24-77R**

*Moved:* Trustee Kellogg *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 804: *Physical Restraint and Seclusion of Students* and its attendant Administrative Procedures at its Regular Board Meeting of June 25, 2024.

CARRIED UNANIMOUSLY

**15. EDUCATION COMMITTEE OF THE WHOLE REPORT**

**a. Board/Authority Authorized Course: Explore Your Career Options 10**

Trustee Austin reported that Greg Muirhead and Martin Jedlik presented a proposal for a Board Authority Authorized course from which students will gain career development. Trustee Young suggested that a similar course for students in Grades 6 and 7 would be beneficial to help them determine what type of work they may like to do as they get older.

**24-78R**

*Moved:* Trustee Austin *Seconded:* Trustee Kellogg

**THAT** the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Explore Your Career Options 10*.

CARRIED UNANIMOUSLY

**16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS**

None

**17. TRUSTEE ITEMS**

**a. Re-Thinking Meetings of the Board**

Trustee Austin had asked her fellow trustees at the May meeting to consider whether there might be an appetite to make changes to the trustee meetings schedule as some dates/times were originally scheduled to accommodate past trustees' work schedules and adjusting the time of some meetings might also allow for more participation from students, parents and staff. She had also asked trustees whether or not there was a desire to hold the Committees of the Whole in person and/or have them recorded.

Trustees shared their stance on the suggestions and were open to considering alternate times as well as not to stack meetings on a particular day. Another suggestion was that policy work could be added to the agenda of other committee meetings rather than being discussed at a separate meeting.

Trustees were generally in favour of adjusting the days and times of some of the meetings to avoid 'stacking', while considering senior staff schedules as well as timing them so that ministry requirements related to motions could be met.

Trustees will continue to consider options for an alternate meeting schedule in discussion with senior staff as well as whether or not meetings would be in person and/or recorded. A proposed schedule will then be brought to the next Board meeting.

Superintendent Jory assured the Board that staff would accommodate any shifts. He also noted that any changes determined may also require revisions to Board Bylaw 3: Meetings of the Board.

- **DRAFT 2024-2025 Trustee Meeting Schedule**

Further to the above discussion the current meeting schedule will remain as drafted until such time as any changes are determined by the Board and embedded, as necessary, in Board Bylaw 3.

**b. Report on Retirement Event**

Chair Flynn reported that 14 people were in attendance at a reception held on June 6<sup>th</sup> where retirees were presented with a print created by Jessie Recalma, a local artist and member of district staff. The event was enjoyed by all who attended and the District Retirement Committee will be meeting later in the week to begin planning for next year's event.

**18. NEW OR UNFINISHED BUSINESS**

None

**19. BOARD CORRESPONDENCE AND MEDIA**

None

**20. PUBLIC QUESTION PERIOD**

Trustees and senior staff received questions and comments on the following:

- Timing of the board's committee meetings and a request from the MATA President that they consider not scheduling Board meetings which would coincide with the regularly scheduled MATA executive meetings which are held on the 1<sup>st</sup> and 2<sup>nd</sup> Tuesdays of each month.
- In relation to the school fees, the MATA President wished to recognize that many teachers support the initiatives in their own classrooms with their own money and he appreciated that Superintendent Jory was planning to review the student fees for next year.
- Congratulations from the Board to Brenda Paul, Director of Human Resources, who would be retiring at the end of July. She has been a valuable resource to the District and has done top notch work. Her turns of phrase and many charming ways of being kind and inclusive of all of staff was appreciated as was her always keeping in mind how any new processes or contract language might affect students. She was profound and professional when conducting her work and will be greatly missed.

**21. ADJOURNMENT**

Trustee Kellogg moved to adjourn the meeting at 7:24 p.m.

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CHAIRPERSON

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SECRETARY TREASURER



## QUALICUM SCHOOL DISTRICT

### IN-CAMERA MEETING

### SECTION 72 REPORT JUNE 25, 2024 Via Video-Conferencing

#### ATTENDEES:

##### Trustees

Eve Flynn	Chairperson
Julie Austin	Vice Chairperson
Carol Kellogg	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

##### Administration

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent

The Board of Education discussed the following topics:

- Land
- Legal
- Labour Relations/Personnel

The Board of Education passed motions on the following topics:

- Land
- Legal

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Chairperson

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Secretary Treasurer



## QUALICUM SCHOOL DISTRICT

### IN-CAMERA MEETING

### SECTION 72 REPORT JULY 2, 2024 Via Video-Conferencing

#### ATTENDEES:

##### Trustees

Eve Flynn	Chairperson
Julie Austin	Vice Chairperson
Carol Kellogg	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

##### Administration

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent

The Board of Education discussed the following topics:

- Land

The Board of Education passed motions on the following topics:

- Land

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Chairperson

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Secretary Treasurer

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## INFORMATION BULLETIN

For Immediate Release

Ministry of Education and Child Care

2024ECC0083-001067

July 8, 2024

### **Inclusivity, transparency improved for child care**

VICTORIA – The Province is reaffirming its ongoing commitment to making child care more affordable, inclusive and culturally safe through the Early Learning and Child Care Act.

The Province will bring this act into force on Sept. 1, 2024, to replace and improve on the existing Child Care BC Act and Child Care Subsidy Act.

The Early Learning and Child Care Act will expand the purpose for which a child care grant may be paid, such as:

- establishing a child care facility;
- improving the inclusivity in child care for children with support needs; and
- facilitating the design and delivery of Indigenous child care programs.

This will help improve access to child care for families.

New annual reporting requirements will provide the public with additional insight into how much government funding is being invested in child care in B.C., as well as the outcomes achieved from this funding.

Also starting Sept. 1, 2024, enhanced affordable child care benefit supports will be available to families when their child care is arranged or recommended by an Indigenous authority under Indigenous law. This means families will receive the same support with their child care costs, regardless of whether their child care is arranged or recommended by the Ministry of Children and Family Development, Indigenous Child and Family Service Agencies, or under Indigenous law.

Families, child care providers and early childhood educators will continue to receive the same level of support from the current fee reductions, operational funding and wage-enhancement programs through the Early Learning and Child Care Act.

Likewise, there are no other changes to eligibility for the affordable child care benefit. Families will continue to receive the same level of support without interruption.

Since the introduction of government's ChildCareBC Plan in 2018, the Province has been building a future where access to affordable, quality, inclusive child care is a core service that families can rely on.

### **Learn More:**

To learn more about ChildCareBC: <https://www.gov.bc.ca/childcare>



To apply for the affordable child care benefit: <https://www.gov.bc.ca/affordablechildcarebenefit>

**Contact:**

Media Relations  
clay.suddaby@gov.bc.ca  
250 380-8947

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Connect with the Province of B.C. at: [news.gov.bc.ca/connect](https://news.gov.bc.ca/connect)

## INFORMATION BULLETIN

For Immediate Release  
2024ECC0089-001224  
Aug. 6, 2024

Ministry of Education and Child Care  
Employment and Social Development Canada

### **Francophone families will receive child care resources, supports in French**

VICTORIA – For the first time in B.C., francophone families and child care providers will benefit from a new francophone Child Care Resource and Referral (CCRR) centre that will provide resources and supports in French.

To provide direct support to francophone families and child care providers in B.C., a competitive bidding process closed on July 4, 2024. La Fédération des parents francophones de Colombie-Britannique was the successful applicant to become the francophone CCRR service provider. It has deep roots in the francophone community in B.C. and years of experience in the child care sector.

As of Sept. 1, 2024 francophone families, child care providers and child care professionals will have expanded access through the francophone CCRR centre to services in French, which will be offered online or in person in Vancouver. This will further remove barriers for families in accessing quality, affordable and inclusive child care, and for child care providers and child care professionals in accessing resources in French.

La Fédération des parents francophones de Colombie-Britannique will also be part of the provincial network of CCRR centres and assist all local CCRR service providers in the province in providing francophone-specific services as required.

CCRR centres support families by educating families about child care options, offering assistance in applying for ChildCareBC funding programs and providing learning opportunities for families, as well as access to physical and digital resources, lending library services and community referrals.

Child care professionals can also access the lending libraries and other services, such as mentorship and support, professional development, networking opportunities, referrals to community resources and guidance on becoming licensed.

Increasing access to affordable, high-quality and inclusive child care is a joint priority of the provincial and federal governments and is supported by provincial investments and federal funding under the 2021-22 to 2025-26 Canada-British Columbia Canada-wide Early Learning and Child Care Agreement.

### **Learn More:**

For information about CCRR centres, visit: <https://gov.bc.ca/ChildCareResourceReferralCentres>

For information about ChildCareBC, visit: <https://gov.bc.ca/childcare>

# SCHOOL DISTRICT NO. 69 (QUALICUM)

## TRUSTEES' SCHEDULE OF MEETINGS 2025-2025

**Only the Public Regular and Special Board Meetings will be Recorded (R)**

AUGUST 2024			
27 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
27 (Tues)	Regular Board Meeting followed by Annual Elections of Chair/Vice Chair	Video-Conference (R)	6:00 pm
27 (Tues)	Special Board Meeting – Annual Election of Chair/Vice Chair	Video-Conference (R)	Post RBM
SEPTEMBER 2024			
16 (Mon)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
16 (Mon)	Policy Committee of the Whole	Video-Conference	1:00 pm
17 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
24 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
24 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
30	National Day of Truth and Reconciliation		
OCTOBER 2024			
14 (Mon)	Thanksgiving Day		
15 (Tues)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
15 (Tues)	Policy Committee of the Whole	Video-Conference	1:00 pm
15 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
22 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
22 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
NOVEMBER 2024			
11 (Mon)	Remembrance Day		
18 (Mon)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
18 (Mon)	Policy Committee of the Whole	Video-Conference	1:00 pm
19 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
	BCSTA Trustee Academy		
26 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
26 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
DECEMBER 2024			
10 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
10 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
Dec 23 – Jan 3	Winter Vacation Period		
JANUARY 2025			
20 (Mon)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
20 (Mon)	Policy Committee of the Whole	Video-Conference	1:00 pm
21 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
28 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
28 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
FEBRUARY 2025			
17 (Mon)	BC Family Day		
18 (Tues)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
18 (Tues)	Policy Committee of the Whole	Video-Conference	1:00 pm
18 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
25 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
25 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
MARCH 2025			
11 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
11 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
17-28	Spring Vacation Period		

# SCHOOL DISTRICT NO. 69 (QUALICUM)

## TRUSTEES' SCHEDULE OF MEETINGS 2025-2025

**Only the Public Regular and Special Board Meetings will be Recorded (R)**

<b>APRIL 2025</b>			
14 (Mon)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
14 (Mon)	Policy Committee of the Whole	Video-Conference	1:00 pm
15 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
15 (Tues)	Special Budget Board Meeting	Video-Conference (R)	6:00 pm
18 (Fri)	<i>Good Friday</i>		
21 (Mon)	<i>Easter Monday</i>		
22 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
22 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
<b>MAY 2025</b>			
19 (Mon)	<i>Victoria Day</i>		
<b>20 (Tues)</b>	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
<b>20 (Tues)</b>	Policy Committee of the Whole	Video-Conference	1:00 pm
20 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
27 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
27 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
<b>JUNE 2025</b>			
16 (Mon)	Finance & Operations Committee of the Whole	Video-Conference	10:30 am
16 (Mon)	Policy Committee of the Whole	Video-Conference	1:00 pm
17 (Tues)	Education Committee of the Whole	Video-Conference	2:30 pm
24 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
24 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
<b>AUGUST 2025</b>			
26 (Tues)	In Camera Board Meeting	Video-Conference	3:30 pm
26 (Tues)	Regular Board Meeting	Video-Conference (R)	6:00 pm
26 (Tues)	Special Board Meeting – Annual Election of Chair/Vice Chair Following Regular Board Meeting	Video-Conference (R)	POST RBM

**Dates to Add:**

- 2025-26 Budget Process



ADMINISTRATIVE PROCEDURES TO BOARD POLICY 700  
SAFE, CARING, AND INCLUSIVE SCHOOL COMMUNITIES

**Purpose**

These Administrative Procedures are written in support of Board Policy 700: *Safe, Caring, and Inclusive School Communities*.

This administrative procedure is explicitly directed toward the conduct of students in their interaction with other students. Also included in this administrative procedure is the bullying, intimidation, discrimination, harassment, or violence toward adults by students.

Bullying, intimidation, discrimination, harassment, or violence by adults toward students or of adults by other adults are similarly prohibited but are governed by procedural guidelines in other school district administrative procedures - Collective Agreements, Human Rights and Workers Compensation Legislation and in *the Criminal Code of Canada*.

**School Codes of Conduct**

The Board of Education believes that a Code of Conduct with broad support of the students, parents, teachers, staff and administrative personnel greatly contributes to a safe and effective learning environment. The Board of Education also believes that there should be ongoing communication and consultation regarding behavioral expectations of students within the school community.

The Board of Education supports the values expressed in the *BC Human Rights Code* respecting the rights of all individuals in accordance with the law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical and mental disability, sex, sexual orientation, gender identity or expression, and age.

Principals and Vice-Principals shall establish, with the involvement of students, parents, and staff a Code of Conduct for the school. This Code of Conduct shall be in compliance with the *Provincial Standards for Codes of Conduct Order [Ministerial Order 276/07(M341/16)(M89)]*.

1. This code shall establish expectations for student conduct:
  - a. within the school facility in all school programs and activities.
  - b. outside the school facility in all school programs and activities.
  - c. going to and from school, when the school deems it to be appropriate.
2. ~~Personal Digital Devices~~
  - a. ~~Each school is required to develop in consultation with students, parents, teachers, staff, administrative personnel, a set of restrictions for personal digital devices.~~
  - b. ~~The restrictions for personal digital devices will be couched in positive outcome-based language that will encourage undistracted learning from bell to bell.~~
  - c. ~~Schools will be encouraged to provide students with social media training as part of their regular curricular content in intermediate and secondary grades.~~
2. **School Codes of Conduct will contain language that restricts the use of personal digital devices at school for the purpose of promoting online safety and a focused learning environment. School Codes of Conduct and resulting practice will specifically state and/or implicitly support the following:**



ADMINISTRATIVE PROCEDURES TO BOARD POLICY 700  
SAFE, CARING, AND INCLUSIVE SCHOOL COMMUNITIES

- a. restrictions on the use of personal digital devices at school, including during hours of instruction;
  - b. use of personal digital devices for instructional purposes and digital literacy;
  - c. use of personal digital devices that is appropriate to a student's age and developmental stage;
  - d. accessibility and accommodation needs;
  - e. medical and health needs;
  - f. equity to support learning outcomes.
3. Principals and Vice-Principals have the overall responsibility to see that Codes of Conduct are enforced and have paramount authority for the discipline of students.
  4. All adults in the school are expected to be vigilant and to act thoughtfully and responsibly in ensuring the safety and security of the students and the building.
  5. Strategies are to be in place for active teaching and promotion of the behavioural expectations outlined in the Code of Conduct.
  6. Significant breaches of the Code of Conduct and related disciplinary/restorative responses will be noted in the district student information system.
  7. The Code of Conduct will clearly state a range of consequences for inappropriate behavior.
  8. The school's Code of Conduct will be informally reviewed annually with input from students, staff, parents, and administration. Confirmation of the review will be filed with the Superintendent of Schools or designate by April 15<sup>th</sup> of each school year (*attached form*).
  9. Each school's Code of Conduct shall be filed with the Superintendent of Schools or designate by July 15<sup>th</sup>, annually and submitted for approval by the Board of Education at its September Regular Board Meeting.
  10. The school's Code of Conduct shall be posted publically.
  11. All reasonable steps will be taken to prevent retaliation against a student who has made a complaint of a breach of a Code of Conduct.

**REFERENCES:**

- [Administrative Procedure: Safe, Caring, and Inclusive School Communities](#)
- [Board Policy 701: Student Discipline and its attendant Administrative Procedures](#)
- [B.C. Human Rights Code as of July 2021](#)
- [Violence, Threat-making, Risk and Threat Assessment Community Protocol](#)
- [Provincial Standards for Codes of Conduct Order \[Ministerial Order 276/07\(M89\)\]](#)
- [SOGI 1 2 3](#)
- [Universal Declaration of Human Rights \(United Nations\)](#)
- [Canadian Charter of Rights and Freedoms](#)
- [Ministry of Education Province of B.C. Core Competencies](#)



**QUALICUM SCHOOL DISTRICT**

**ADMINISTRATIVE PROCEDURES TO BOARD POLICY 700**

**SAFE, CARING, AND INCLUSIVE SCHOOL COMMUNITIES**

Page 3 of 3

**Dates of Adoption/Amendments:**

**Adopted:** 2016.11.22

**Amended:** 2018.01.23: 2022.01.25: 2022.11.22: 2024.06.25: **2024.08.13**

Submission Summary

Submission Summary:	Major 2025/2026   2024-06-30
Submission Type:	Capital Plan
School District:	Qualicum (SD69)
Open Date:	2024-04-08
Close Date:	2024-06-30
Submitted On:	2024-07-22 2:16 PM
Submission Status:	Submitted
Version:	Submitted

Submission Category	Sum Total Project Cost
CC - New Spaces	\$9,000,000
Total	\$9,000,000

CC - NEW SPACES					
SD Category	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	167671	Errington Elementary	New (CC - New Spaces)	Stand alone childcare centre for 75 spaces required. Infant - toddler (0-30 months), pre-school, daycare, and school age.	\$4,500,000
2	167672	Bowser Elementary	New (CC - New Spaces)	Stand alone childcare centre for 75 spaces required. Infant - toddler (0-30 months), pre-school, daycare, and school age.	\$4,500,000
Submission Category Total:					\$9,000,000