



SCHOOL DISTRICT No. 69 (QUALICUM)

**REGULAR BOARD MEETING AGENDA**

TUESDAY, DECEMBER 15, 2015

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

1. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

2. **CALL TO ORDER AND INTRODUCTIONS**

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. | Adoption of Regular Board Meeting Minutes: November 24, 2015  | p 1-9   |
| b. | Ratification of In Camera Board Meeting Minutes: November 17, 2015                                    | p 10    |
| c. | Ratification of Voucher No. 15-11 in the amount of \$2,339,473.24                                     | p 11    |
| d. | Approval in Principal for Ballenas Secondary School Field Trip to the UK and France April 1-17, 2017. | p 12-17 |
| e. | Ministry News Releases  |         |
|    | • First ever #BCTECH Summit to Showcase BC tech sector  | p 18-19 |
|    | • BC Students code their way to in-demand jobs of tomorrow  | p 20-22 |
|    | • Autism research project to help BC parents of young children  | p 23-24 |
| f. | Reports from Board Representatives to Outside Organizations   |         |
|    | • Aboriginal Education Committee (Trustee Flynn)  | p 25    |
|    | • Oceanside Building Learning Together Society (Trustee Flynn)  | p 26    |
|    | • Vancouver Island School Trustees Association (VISTA) (Trustee Flynn)                                | p 27    |
|    | • BC School Trustees Association (BCSTA) Winter Academy (Trustee Young)                               | p 28-29 |
| g. | Status of Action Items  | p 30    |

*Recommendation:*

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of December 15, 2015, as presented (*or...as amended*).

5. **DELEGATIONS/PRESENTATIONS (10 MINUTES)**

- a. **Ballenas Electronics/Robotics Club Showcase** (Kevin McKee)

6. **BUSINESS ARISING FROM THE MINUTES**

- 
7. **TRUSTEE HIGHLIGHTS**
  8. **MOUNT ARROWSMITH TEACHERS' ASSOCIATION**
  9. **CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)**
  10. **DISTRICT PARENTS ADVISORY COUNCIL**
  11. **PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD** (10 MINUTES)
  12. **ACTION ITEMS**
    - a. **Statement of Financial Information (SOFI) Report** (Ryan Hung) p 31-45  
*Recommendation:*  
**THAT** the Board of Education of School District No. 69 (Qualicum) receive the Statement of Financial Information (SOFI) Report for the year ended June 30, 2015.
  13. **INFORMATION ITEMS**
    - a. **Educational Programs Update** (Gillian Wilson)
    - b. **Education Planning Update** (Rollie Koop)
    - c. **School Calendar Planning for 2016/17** (Gillian Wilson)
  14. **CORRESPONDENCE ATTACHED**
  15. **POLICY** (Eve Flynn)
    - a. **Rescinding of Policies** p 46-50  
*Recommendation:*  
**THAT** the Board of Education of School District 69 (Qualicum) rescind the following policies as they are now incorporated into the Administrative Procedures of Policy 3050: *Cooperation of School and Learning Communities*:
      - 3003: *Consultation with Education Partners*
      - 3006: *Volunteers in Schools*
      - 3010: *Parent Advisory Councils*
      - 3015: *District Parent Advisory Council*
    - b. **Renumbering of Policy 3050: *Cooperation of School and Learning Communities*** p 51-52  
*Recommendation:*  
**THAT** the Board of Education of School District 69 (Qualicum) renumber Board Policy 3050: *Cooperation of School and Learning Communities* to Board Policy 3002 and change the reference to Board Policy 3050 to Board Policy 3002 on its attendant Administrative Procedure.

**16. TRUSTEE ITEMS**

**17. NEW OR UNFINISHED BUSINESS**

**18. PUBLIC QUESTION PERIOD**

**19. ADJOURNMENT**

# School District No. 69 (Qualicum)



## REGULAR BOARD MEETING MINUTES

TUESDAY, NOVEMBER 24, 2015

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

### ATTENDEES

#### **Trustees**

Eve Flynn	Chairperson
Elaine Young	Vice Chairperson
Julie Austin	Trustee
Jacob Gair	Trustee
Barry Kurland	Trustee

#### **Administration**

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Ryan Hung	Assistant Secretary Treasurer
Dino Stiglich	General Manager of Operations
Karin Hergt	Executive Assistant (Recording Secretary)

#### **Education Partners**

Mount Arrowsmith Teachers' Association (MATA)  
Qualicum District Principals/Vice Principals Association (QDPVPA)  
District Parents Advisory Council (DPAC)

#### 1. CALL TO ORDER

Chair Flynn called the meeting to order at 7:00 p.m.

#### 2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn acknowledged that the Board was meeting on the traditional territory of the Coast Salish people and thanked the Qualicum and Nanoose First Nations for sharing their shared territories with the District.

#### 3. ADOPTION OF THE AGENDA

##### **15-78R**

*Moved* Trustee Young *Seconded* Trustee Gair

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

**CARRIED UNANIMOUSLY**

**4. APPROVAL OF THE CONSENT AGENDA**

- a. Adoption of Regular Board Meeting Minutes: October 27, 2015
- b. Ratification of In Camera Board Meeting Minutes: October 20, 2015
- c. Ratification of Voucher No. 15-10 in the amount of \$2,213,113.95
- d. Approval in Principle for a Ballenas Secondary School Band Student Field Trip to Alberta May 13-18, 2016
- e. Ministry News Releases
  - More school districts coming online to MyEducation BC
  - Education minister agrees with all recommendations in OAG report
  - BC Lions youth summit kick-starts kids careers
  - Crime prevention starts at school and at home
  - BC invests today to make sure schools last well past tomorrow
- f. Reports from Board Representatives to Outside Organizations
  - BCSTA Provincial Council (*Trustee Flynn*)
  - District French Advisory Committee (*Trustee Flynn*)
  - Oceanside Building Learning Together Society (*Trustee Young*)
  - Tribune Bay Outdoor Education Centre Society (*Trustee Austin*)
  - District 69 Recreation Commission (*Trustee Austin*)
- g. Status of Action Items

**15-79R**

*Moved* Trustee Gair *Seconded* Trustee Kurland

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of November 24, 2015, as amended.

CARRIED UNANIMOUSLY

**5. DELEGATIONS AND PRESENTATIONS (10 MINUTES)**

None

**6. BUSINESS ARISING FROM THE MINUTES**

None

**7. TRUSTEE HIGHLIGHTS****Trustee Gair**

- Spent a lunch hour with Kwalikum Secondary students earlier this month and presented them with positions that were available with the Town of Qualicum Beach. Six students attended, were engaged for the duration of the lunch break and the discussions compelled one of the students to apply for one of the positions with the Town.

**Trustee Austin**

- Extended congratulations to the Literacy Alberni Society in Port Alberni, which has received the Library of Congress Literacy Award from the Library of Congress based in Washington, DC. The Society was one of 17 chosen out of 90 organizations worldwide to receive recognition in the best practices category. Port Alberni region has a large immigrant population, low high school graduation rate and extreme geographic isolation, with a 41% functional illiteracy rate. Earlier in the year the Society was also awarded \$5000 from ABC Life Literacy Canada for its English as a second language (ESL) program.

- Congratulations to the Kwalikum Secondary Senior Boys Soccer Team who are playing in the provincial. They won two games that day.

#### **Trustee Young**

- Acknowledged the PQB News for the article in that day's paper highlighting the contents of the advocacy letter the Board wrote to the Minister of Education.
- Commended the Qualicum District Parents Advisory Council for hosting meetings which are being touted as being informative and enjoyable.

#### **Trustee Kurland**

- Shared a picture of the remnants of a set of small coat hooks still visible at the Qualicum Commons, including the first names of some of the elementary students who attended the site as Qualicum Beach Elementary School prior to its closing. He felt it was a poignant reminder of all of the students who have attended the school since its inception, and that in a short time there will not be any students in the district who had ever attended school at that site.

#### **Trustee Flynn**

- Appreciation to the Transportation Department and the drivers who volunteer each year to transport veterans from the Remembrance Day ceremonies.
- Attended activities at Nanoose Bay Elementary as part of a sequence of Discovery Days occurring at the school over the next 6 weeks. Students attended interspaced activities including animation, Search & Rescue, bridge building with spaghetti, and the Egg Drop Project (how to drop an egg without breaking it). The stations generated lots of opportunity and examples of creating thinking and learning.

#### **Superintendent Koop**

- Announced that this is the first year the District will be guaranteed that a Ballenas Whalers alumnus will have their name engraved on the Canadian Football League's Grey Cup. Justin Sorensen will be playing on the Edmonton Eskimos team against the Ottawa Redblacks team, of which Andrew Marshall is a member. Having two graduates of Ballenas Secondary School competing at the highest level of professional football in Canada is a tribute to the staff who continue to work in that program.

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

Norberta Heinrichs, President, thanked the Board for its advocacy letter to the Minister of Education and supporting the BC School Trustees Association and the BC Teachers' Federation's recommendations to the Select Standing Committee on Finance and Government Services.

She then questioned the timing of the Ministry's media release announcing additional districts being brought online to MyEducation BC when the program is not meeting performance requirements and, from what she has seen of her children's report cards, does not provide any additional information to the final product.

Ms. Heinrichs noted that, while there continue to be concerns about the system in terms of technology, the movement away from teachers having administrative rights with which to deal with some of the smaller technological issues in-house is problematic and discouraging some teachers from using technology altogether.

Ms. Heinrichs reported that, to date, the MATA Executive has ratified 13 members to serve on the joint committee for a collaboration of education partners (the BC Teachers' Federation, BC Schools Superintendents Association, BC Principals' and Vice-Principals' Association, the Federation of Independent School Associations of BC and the Ministry of Education) to structure a pathway for investigating curriculum.

MATA is looking forward to reactivating the Curriculum Implementation Advisory Committee and will begin its application and selection process this week to identify member representatives to serve on the Committee which will make recommendations in support of curriculum directions and needs. It is hoped that the Committee will facilitate the pathway, this year and in future years, to allow teachers to teach new curriculum well-resourced and supported.

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

No Report

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

Jalyn Sorg, Co-Chair, reminded the Board that the next DPAC meeting will be held on Wednesday, November 25<sup>th</sup>. She attributed the success of the DPAC meetings to the role trustees and senior staff have taken to attend the meetings and help parents gain an understanding of what is going on at the District level. Further to that, after having attended a BCCPAC Summit with her Co-Chair a couple of weeks ago and hearing some of the challenges other Districts' PACs are experiencing between parents and teachers and parents and senior staff, she appreciates the accessibility of the Board and Senior Staff in the Qualicum School District who make parents feel that they are being heard and are part of the education team.

She then noted that the location for the DPAC breakfast scheduled for Thursday, December 4<sup>th</sup> has been changed to the Quality Resort Bayside (not Tigh-Na-Mara as originally planned) from 9:30 to 11:30 a.m.

On the evening of December 4<sup>th</sup>, the Qualicum Beach Elementary School is hosting a movie night and Trustee Gair was invited to provide assistance that night, beginning at 5:30 p.m.

**11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD (10 MINUTES)**

None

**12. ACTION ITEMS**

**a. Capital Project Bylaw Future Boiler Replacements - Nanoose Bay Elementary School**

**15-80R**

*Moved* Trustee Gair *Seconded* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Capital Project Bylaw 126974 for the 2015/16 fiscal year at its Regular Board Meeting of November 24, 2015.

**CARRIED UNANIMOUSLY**

**15-81R**

*Moved* Trustee Gair *Seconded* Trustee Young  
**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 126974 in the amount of \$89,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-82R**

*Moved* Trustee Austin *Seconded* Trustee Gair  
**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 126974 in the amount of \$89,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-83R**

*Moved* Trustee Kurland *Seconded* Trustee Gair  
**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 126974 in the amount of \$89,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**b. Capital Project Bylaw Future Boiler Replacements - Bowser Elementary School**

**15-84R**

*Moved* Trustee Gair *Seconded* Trustee Kurland  
**THAT** the Board of Education of School District 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Capital Project Bylaw 127021 for the 2015/16 fiscal year at its Regular Board Meeting of November 24, 2015.  
CARRIED UNANIMOUSLY

**15-85R**

*Moved* Trustee Young *Seconded* Trustee Kurland  
**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127021 in the amount of \$220,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-86R**

*Moved* Trustee Gair *Seconded* Trustee Austin  
**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127021 in the amount of \$220,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-87R**

*Moved* Trustee Gair *Seconded* Trustee Kurland  
**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127021 in the amount of \$220,000 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY



**c. Capital Project Bylaw Future Boiler Replacements – Bus Replacement**

**15-88R**

*Moved* Trustee Gair *Seconded* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Capital Project Bylaw 127048 for the 2015/16 fiscal year at its Regular Board Meeting of November 24, 2015.  
CARRIED UNANIMOUSLY

**15-89R**

*Moved* Trustee Young *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127048 in the amount of \$171,168 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-90R**

*Moved* Trustee Gair *Seconded* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127048 in the amount of \$171,168 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**15-91R**

*Moved* Trustee Austin *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw 127048 in the amount of \$171,168 for the 2015/16 fiscal year.  
CARRIED UNANIMOUSLY

**13. INFORMATION ITEMS**

**a. Educational Programs Update**

No Report

**b. Education Planning Update**

Superintendent Koop advised that senior staff are on the pathway to formulating an engagement process for students in the district as part of the education planning. The ThoughtExchange process will be used to solicit feedback from students and trustee input is being sought on the formulation of the questions to ensure they are relevant and engaging for youth.

**c. Class Size Report – October 15, 2015**

Superintendent Koop presented the annual fall report on class size in the District as of October 15, 2015, noting that the classes marked with a double asterisk are those that are excluded from class size consultations as they are not considered to be oversize in terms of consultation process with teachers. Many of the numbers reported will have already changed as a result of in and out-flow of students. Trustees who wish to review more details data about the class compositions can review the information which is available in a confidential manner in the Superintendent's office.

**14. CORRESPONDENCE ATTACHED**

- a. **Letter from the Board to the Minister of Education** - in support of the recommendations made by the BC School Trustees Association and the BC Teachers' Federation to the Select Standing Committee on Finance and Government Services.

**15. POLICY**

- a. **Board Policy 3001: Living Wage (NEW)**

**15-92R**

*Moved* Trustee Flynn *Seconded* Trustee Young  
**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt School District No. 69 (Qualicum) Board Policy 3001: *Living Wage* and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.  
 CARRIED UNANIMOUSLY

**15-93R**

*Moved* Trustee Flynn *Seconded* Trustee Young  
**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt School District No. 69 (Qualicum) Board Policy 3001: *Living Wage* and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.  
 CARRIED UNANIMOUSLY

- b. **Board Policy 6190: Workplace Bullying and Harassment (including Sexual Harassment)**

**15-94R**

*Moved* Trustee Flynn *Seconded* Trustee Kurland  
**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 6190: *Workplace Bullying and Harassment (including Sexual Harassment)*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.  
 CARRIED UNANIMOUSLY

**15-95R**

*Moved* Trustee Flynn *Seconded* Trustee Kurland  
**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 6190: *Workplace Bullying and Harassment (including Sexual Harassment)*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.  
 CARRIED UNANIMOUSLY

**c. Board Policy 5015: Conduct of Coaches (NEW)**

**15-96R**

*Moved* Trustee Flynn *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt School District No. 69 (Qualicum) Board Policy 5015: *Conduct of Coaches*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.

CARRIED UNANIMOUSLY

**15-97R**

*Moved* Trustee Flynn *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt School District No. 69 (Qualicum) Board Policy 5015: *Conduct of Coaches*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.

CARRIED UNANIMOUSLY

**d. Board Policy 3050: Cooperation of School and Learning Communities**

**15-98R**

*Moved* Trustee Flynn *Seconded* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) give second reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 3050: *Cooperation of School and Learning Communities*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.

CARRIED UNANIMOUSLY

**15-99R**

*Moved* Trustee Flynn *Seconded* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 3050: *Cooperation of School and Learning Communities*, and its attendant Administrative Procedures, at its Regular Board Meeting of November 24, 2015.

CARRIED UNANIMOUSLY

**16. TRUSTEE ITEMS**

**a. Motion to Vancouver Island School Trustees Association re: the Contract between the Ministry and Fujitsu (MyEducation BC)**

Trustee Kurland stated that, further to discussions regarding the challenges being experienced by districts trying to use MyEducation BC, he believed it was important that trustees advocate for their staff by urging the BC School Trustees Association to urge the Ministry to seek a resolution for compensation

**15-100R**

*Moved* Trustee Kurland *Seconded* Trustee Young

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the submission of the following motion to the Vancouver Island School Trustees Association's (VISTA) meeting on November 28, 2015:

*THAT the Vancouver Island School Trustees Association's (VISTA) request that the Board of Directors of the BC School Trustees' Association (BCSTA) urge the Ministry of Education to seek a resolution with compensation from Fujitsu (MyEducation BC), for failing to meet the performance requirements of its contract with the Ministry and that such compensation should address unanticipated costs associated with the system performance issues.*

CARRIED UNANIMOUSLY

**b. Christmas Oranges**

**15-101R**

*Moved* Trustee Flynn *Seconded* Trustee Gair

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the purchase and delivery by Trustees of 'Christmas oranges' to staff at all District work sites.

CARRIED UNANIMOUSLY

**17. NEW OR UNFINISHED BUSINESS**

None

**18. PUBLIC QUESTION PERIOD**

None

**19. ADJOURNMENT**

Trustee Gair moved to adjourn the meeting at 7:38 p.m.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SECRETARY TREASURER



SCHOOL DISTRICT No. 69 (QUALICUM)

**IN-CAMERA MEETING**

**SECTION 72 REPORT**  
November 17, 2015

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**ATTENDEES:**

**Trustees**

Eve Flynn	Chair
Elaine Young	Vice-Chair
Julie Austin	Trustee
Jacob Gair	Trustee
Barry Kurland	Trustee

**Administration**

Rollie Koop	Superintendent
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent
JoAnne Shepherd	Director of Human Resources
Karin Hergt	Executive Assistant (Recording Secretary)

The Board of Education discussed the following matters:

- Land
- Personnel
- Legal
- Budget

The Board of Education passed a motion regarding the following matters:

- Land
- Personnel
- Legal

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Chairperson

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Secretary Treasurer



**SCHOOL DISTRICT NO. 69 (QUALICUM)**

**Month of November 2015**

**Voucher No. 15-11**

**CHEQUE LISTING ATTACHED in the amount of \$2,339,473.25**

Submitted on December 15, 2015 to the Board of Education for ratification of payment.

\_\_\_\_\_  
**ASSISTANT SECRETARY-TREASURER**

Ratified for payment by the Board of Education

\_\_\_\_\_  
**CHAIRPERSON**

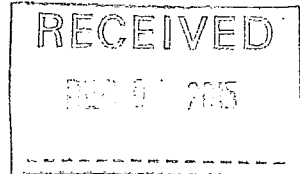
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**SECRETARY-TREASURER**

FILE: 1880-01



## ÉCOLE SECONDAIRE BALLENAS SECONDARY SCHOOL

Box 1570, 135 N. Pym Rd  
Parksville, BC V9P 2H4  
Telephone: (250)248-5721 Fax: (250)954-1531



*Rudy Terpstra, Principal*

*Kevin McKee, Vice Principal*

*Jane Reynolds, Vice Principal*

November 27, 2015

School District 69 (Qualicum)  
PO Box 430, 100 Jensen Avenue East  
Parksville, B.C.  
V9P 2G3

Board of Education – School District 69 (Qualicum)

This letter will stand as my support for the Ballenas Secondary School Field Trip to the UK and France to commemorate the 100<sup>th</sup> Anniversary of the Battle of Vimy Ridge during April 1 – 17, 2017. This trip has been planned by Mr. Preston and is an excellent artistic, cultural, and historical learning experience targeting our students.

We would ask that the Board grant approval in principle for this excellent opportunity for our students.

Respectfully submitted,

Mr. Rudy Terpstra  
Principal, Ecole Ballenas Secondary School

VS EF Tour 1 offered : In Their Footsteps – 7-9 days (2 London, 1 Normandy, 3 Vimy, 1 Paris) \$3750 (YCD)

DAY 1 (APRIL 3, 2017): FLY OVERNIGHT TO ENGLAND

DAY 2 (APRIL 4, 2017): LONDON • Meet your Tour Director at the airport • Take a walking tour of London

DAY 3 (APRIL 5, 2017): LONDON • Participate in commemorative ceremonies in London

DAY 4 (APRIL 6, 2017): FERRY | NORMANDY REGION • Travel to Dover • Take a ferry from Dover to Calais • Continue on to the Normandy region

DAY 5 (APRIL 7, 2017): NORMANDY REGION • Visit Juno Beach Centre • Visit Bény-sur-Mer Canadian War Cemetery • Travel to the Vimy region

DAY 6 (APRIL 8, 2017): VIMY REGION • Take a Parks Canada guided tour of the Beaumont-Hamel Newfoundland Memorial • Visit the Vimy Memorial site

DAY 7 (APRIL 9, 2017): VIMY REGION • Participate in the 100th anniversary ceremonies of the Battle of Vimy Ridge

DAY 8 (APRIL 10, 2017): PARIS • Travel to Paris • Take a guided tour of Paris: Place de la Concorde; Champs-Élysées; Arc de Triomphe; Conciergerie

DAY 9 (APRIL 11, 2017): DEPART FOR HOME

2-Day Tour Extension

DAY 9 (APRIL 11, 2017): PARIS • Visit Les Invalides Optional: Versailles

DAY 10 (APRIL 12, 2017): LOIRE VALLEY | PARIS • Enjoy a free day in Paris Optional: Loire Valley

DAY 11 (APRIL 13, 2017): DEPART FOR HOME

This itinerary must depart on April 3, 2017.

#### EVERYTHING YOU GET

Round-trip flights

Full-time bilingual Tour Director Comfortable motor coach

7 overnight stays in hotels with private bathrooms (9 with extension)

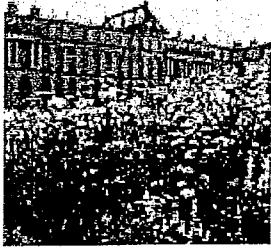
European breakfast and dinner daily

1 sightseeing tour led by a licensed local guide; 1 walking tour

Entrance to: Commemorative ceremonies in London; Juno Beach Centre; Bény-sur-Mer Canadian War Cemetery; Beaumont-Hamel Newfoundland Memorial; Vimy Ridge Memorial; 100th anniversary ceremonies of the Battle of Vimy Ridge; With extension: Les Invalides



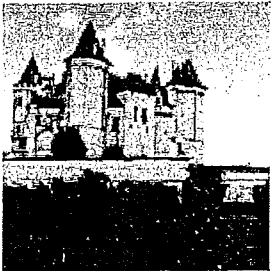
*Add this in-depth excursion:*



**Versailles**

- **Day 9: Paris**  
Enjoy free time in Paris

*Add this in-depth excursion:*



**Loire Valley**

- **Day 10: Depart for home**

*Add 2 more days*

- **Day 10: London**  
Travel by Eurostar train to London  
Visit the Imperial War Museum  
Take a walking tour of London

With your tour director you will see:

- The Strand
- Trafalgar Square
- Leicester Square
- Covent Garden
- **Day 11: London**  
Take a guided tour of London
  - Big Ben and the Houses of Parliament
  - Piccadilly Circus
  - St. Paul's Cathedral
  - Changing of the Guard at Buckingham Palace (if available)

*Add this in-depth excursion:*

**Windsor Castle**

- **Day 12: Depart for home**

# VIMY 2017 Itinerary -

## Option 2 : London, Normandy, Paris & Vimy

Option 2 = Vimy celebration in middle, Sun. April 9; trip is April 1 to April 17 = 9 missed school days

Cost : Flights \$1200 (YCD to LHR; CDG via FRA/YVR to YCD) + STN to Deauville, FR = \$60 = \$1260 total

TTOC = \$400 x 9 days = \$3600 / 24 = \$150 pax

Accommodations (shared x 4) = \$50 avg x 15 = \$750 est. ;

Transportation in London = \$60 Oyster + \$20 to and from airports = \$100?

Food = \$40 x 16 = \$640 est.

Visits = \$280 (London \$80 + \$10 MT & BM) + FR (\$32 Caen + \$11B + \$6P + \$5B + \$11G) + Paris (\$45 + 10 + 20)

Bus and Driver in France : \$5000 / # = \$210 each??? (Nivaille, Ted?)

Transportation in Paris = \$80? = total \$3470 pax

+ 1/8 added chaperone expense = + \$434 = \$3904 + 10% misc = \$4295 total per student

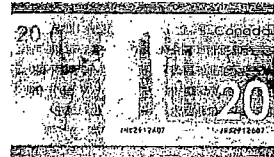
Day - Date	Destinations	Activities	Other Ideas
1 - Sat, April 1	To UK via Toronto		
2 - Sun, April 2	Land in London (L1)	Bus visit of London	Jet lag rest time
3 - Mon, April 3	L2 - visit downtown London - NW section	- Big Ben, Westminster Abbey, Houses of Parliament, Churchill's war rooms, Buckingham Palace, Canada Memorial, Bomber Command Memorial, Hyde Park?	All group together
4 - Tues, April 4	L3 - East London	- Tower of London, Tower Bridge, HMS Belfast Thames Cruise to Greenwich -	Extra: Greenwich Park (Observatory)
5 - Wed, April 5	L4 - Central London	Leicester Square, Picadilly Circus, British Museum, Madame Tussad's and shopping...	Add on Sherlock Holmes museum or London Zoo? BM = \$24 student MT = \$46 group
6 - Thurs, April 6	L5 - South London or near London	Shakespeare's Globe & Imperial War Museum or WB Studio Tour Harry Potter experience	Option to split group in two ... in town and out of town... IMW = free WB = paid option \$66 plus transportation

## VIMY 2017

November 2015

The following is a proposal for students at École Ballenas Secondary School in Parksville, BC to attend the 100<sup>th</sup> anniversary celebration of the Battle of Vimy Ridge in France in April of 2017. I will endeavor to outline the specific objectives of this trip, before, during and after the excursion.

Many Canadian historians see World War I as a coming of age of our young nation. Prior to that time, Canada was a British colony with links to France in Québec. At Vimy, in April 1917, the entire Canadian corps fought together for the first time, succeeding in a battle where its colonial parents had not. With this success, Canada gained new respect and a self-actualization that had not previously occurred. France recognized the sacrifice of so many young Canadians with the gift of the territory surrounding Vimy Ridge, upon which was subsequently erected the monument that we know so well today and is featured on the reverse side of our \$20 bill.



The goals of this trip are multiple. Most obvious is a better understanding of the sacrifices and contributions that Canada and Canadians have made to the war efforts during both World Wars. We will follow in the footsteps of soldiers who came to fight on behalf of Britain and France. Prior to our arrival, we will research these areas, as well as specific men and women who undertook this trip 70 or 100 years ago.

Given that London was the hub of Allied activity during the wars, we will start there. Visiting such historical sites as Churchill's War Rooms, the Imperial War Museum and HMS Belfast will help students better understand the intricacies of the war effort in the UK. Other historical sites will augment this experience, among which we will include St Paul's Cathedral, the Tower of London, Greenwich and its Observatory and many other London sights.

Our next step will be to following the D-Day landings as we disembark in Normandy, visiting the beaches where British, Canadian and American troops landed on June 6, 1944. The Juno Beach Centre, le Mémorial de Caen, and these historic beaches will be among the stops on this portion of the itinerary. Prior to leaving Normandy, we will visit the Bayeux Tapestry also!

Leaving for Arras, we will follow the advance that Canadian troops led in the summer of 1944, until we reach the area where the trench warfare of World War I stopped both sides in the bitter war of attrition that dominated the area for 4 long years. During our five days near Arras, not only will we take in the 100<sup>th</sup> anniversary ceremony at Vimy, we will also explore the nearby battlefields of the Somme, such as Péronne and Beaumont-Hamel, the drive at the end of the war towards Cambrai and volunteer our labour to assist in the maintenance of the final resting places of Canadian soldiers in the Commonwealth War Graves around Arras, like Monchy-le-Preux.

Finally, for the final three days of our itinerary, we will head south, visiting Amiens and Monet's gardens at Giverny, en route to France's capital, Paris. There we will visit the many sites that have made this city the single most popular destination for world travellers: Versailles, l'Arc de Triomphe, the Eiffel Tower, the Louvre, Notre Dame, etc.

Upon our return, we will need to follow up with our community and share with them what we have learned. Be that presentations within the school community, or sharing with our larger community in Parksville and the Island, we will demonstrate our increased understanding of Canada's role in the wars through visits and presentations. It will all be on the test...

Thank you for considering this proposal.

Jon Preston



SCHOOL DISTRICT 69 [QUALICUM]
District Field Trip - Request Form

POLICY 5020
Co-Curricular & Extra Curricular Activities

SCHOOL Ecole Baileinas Secondary DATE [of application] Nov 5, 2015

DESCRIPTION OF PROPOSED ACTIVITY TRIP TO THE U.K. AND FRANCE TO
COMMEMORATE THE 100TH ANNIVERSARY OF THE BATTLE OF VIMY RIDGE

DATE[S] OF PROPOSED ACTIVITY APRIL 1-17, 2017

PURPOSE OF PROPOSED ACTIVITY COMMEMORATE VIMY'S 100TH ANNIVERSARY
AND VISIT OTHER HISTORICAL SITES FROM BOTH WORLD WARS.

TEACHER[S] J. PRESTON

TOTAL NUMBER OF SUBSTITUTE DAYS REQUIRED 9

OTHER ADULTS TBD

GRADE[S] 9-12

SUPERVISION: No. of Students: 24; No. of Teachers: 1 or 2; No. of Parents: 2 or 1

TRANSPORTATION PLANE, BUS

TRAVEL ITINERARY: APRIL 1 - FLIGHT TO LONDON, UK
APRIL 2-6 - 5 DAYS IN & AROUND LONDON
APRIL 7-8 - 2 DAYS IN NORMANDY, FRANCE
APRIL 9-13 - 5 DAYS IN & AROUND ARRAS, FRANCE
APRIL 14-17 - 3 DAYS IN PARIS + RETURN FLIGHT

PROJECTED COST \$3950- DIRECT COST PER STUDENT \$3950-
[attach statement of details]

SOURCE[S] OF FUNDING FUNDRAISING; DIRECT PAYMENT

ACCOMMODATION/MEALS [type of] HOTELS; BREAKFAST, MOST LUNCHEES & DINNER

INDICATE THAT THE SCHOOL BOARD POLICY 5020 WILL BE FOLLOWED WITH REGARD TO:
[a] Parental Permission [checked] [b] Use of Private Car[s] [checked]
[c] No Student is being excluded through inability to pay expenses [checked]

- NOTE: 1. Applications should be submitted well in advance, particularly for out-of-district or out-of-province trips, per Policy 5020 Regulation 4, 6, and 8.
2. Approvals in principle are to be requested for major and extended trips BEFORE expectations are raised among students.
3. Approvals are required as follows:
a) Minor field trips - one day ..... - Principal
b) Major field trips - overnight or longer OR if substitute required ... - Superintendent
c) Extended field trips - out-of-province/international ..... - Board of School Trustees
4. This form is NOT REQUIRED for regular inter-school competitions.

APPROVED BY PRINCIPAL: \_\_\_\_\_ DATE: \_\_\_\_\_

THIS SECTION TO BE COMPLETED ONLY IF APPLICATION FALLS INTO CATEGORY 3 [b] or [c]

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_
[Superintendent of Schools]

OR:
APPROVED BY THE BOARD OF SCHOOL TRUSTEES AT MEETING OF: \_\_\_\_\_ [date]

PER: \_\_\_\_\_ Number of Substitute Days Hereby Authorized \_\_\_\_\_
[Superintendent of Schools]

- DISTRIBUTION: WHITE ORIGINAL - Superintendent's Copy
CANARY - Approval Copy, return to school
PINK - Substitute Report Copy, return to school
GOLDENROD - School Copy, retained in school



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## NEWS RELEASE

For Immediate Release  
2015MTICS0037-002018  
Dec. 3, 2015

Ministry of Technology, Innovation and Citizens' Services

### **First ever #BCTECH Summit to showcase B.C. tech sector**

VICTORIA – Tech sector entrepreneurs, innovators and leaders are invited to grow their businesses by being part of the conversation at B.C.'s first #BCTECH Summit, taking place Jan. 18 – 19, 2016, at the Vancouver Convention Centre.

The event, co-hosted by the B.C. government and the BC Innovation Council (BCIC) features keynote speakers Ray Kurzweil, inventor, futurist and a director of engineering at Google; Elyse Allan, president and CEO, GE Canada and Eric Ries, pioneer of the Lean Startup movement.

The Summit will showcase B.C.'s vibrant tech sector, build opportunities for businesses and demonstrate how technology affects every British Columbian in every part of the province. In addition to attending various breakout sessions at the multi-track Summit, participants will have the opportunity to network during the following:

- Technology showcase – highlighting B.C.'s most exciting and innovative discoveries and inventions;
- Trade show – world-class B.C. technology companies and researchers will be demonstrating their products and services;
- Career showcase – informing and inspiring students and recent graduates to pursue careers in technology;
- Venture capital presentations – offering investors a unique opportunity to explore a portfolio of B.C.'s promising companies.

Amongst the afternoon break-out sessions of Jan. 18, there will be a procurement session comprised of government and industry that will provide an opportunity to hear from government and large industry buyers about their projected buying needs.

#BCTECH Summit early bird pricing of \$499 is available until Dec. 18. To register go to: <http://bctechsummit.ca/>

Strengthening our technology sector is part of our commitment to support our diverse economy. That's why the B.C. government is creating a #BCTech Strategy that will further strengthen the sector, to be released this fall in stages.

#### **Quotes:**

#### **Minister of Technology, Innovation and Citizens' Services, Amrik Virk –**

"The Tech Summit will provide excellent networking opportunities for tech companies looking to expand their business by giving them access to venture capital opportunities and B.C. government representatives to increase their reach. If you're in technology in B.C., attending

the summit on Jan. 18 and 19 will be an investment in your future success.”

**President and CEO, BCIC, Greg Caws –**

“We are bringing together students, B.C. citizens, and businesses from all across our province to discover how technology can drive our future. Technology and innovation create massive benefits for us in British Columbia. The #BCTECH Summit will celebrate our accomplishments, inform us of the possibilities and drive new business to create benefits for us all.”

**Media Contact:**

Joanne Whittier  
Communications Manager  
Ministry of Technology, Innovation and  
Citizens’ Services  
250 387-0172

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## NEWS RELEASE

For Immediate Release  
2015EDUC0079-002027  
Dec. 4, 2015

Ministry of Education

### **B.C. students code their way to in-demand jobs of tomorrow**

VICTORIA – Starting tomorrow, nearly 400 students aged 8 to 18 will have the opportunity to participate in free coding events at tech-based organizations throughout B.C. to help raise awareness for computer science education, thanks to support from the Government of B.C.

In partnership with B.C. teachers through Computer Using Educators of British Columbia (CUEBC), UBC Okanagan and private sector organizations, government is proud to sponsor four free Hour of Code events that will introduce students to coding. Coding is becoming an essential skill in today's work-force, and software development is one of the most in-demand skills of the 21st century.

Coding is the part of computer programming that makes it possible for users to create computer software, apps, and websites like Facebook.

Hour of Code is a global movement reaching tens of millions of students in over 180 countries. One-hour tutorials will be available for students in over 40 languages and participants will range in age from 4 to 104.

Here in B.C., free coding events will be held in Vancouver, Victoria, Prince George and Kelowna.

- Vancouver – Dec. 5, 2015 – Lighthouse Labs
- Victoria – Dec. 12, 2015 – MetaLab
- Prince George – Dec. 12, 2015 – Innovation Central Society
- Kelowna – Jan. 23, 2016 – UBC Okanagan Innovative Learning Centre

B.C.'s technology sector is growing faster than the overall economy and it directly employs over 86,000 people in every corner of the province and wages for those jobs are 60% higher than B.C.'s industrial average.

Government provided \$33,500 to B.C. Hour of Code events this year. \$16,000 of that contribution is targeted towards events and the remainder is for the development of an online Teachers' Guide to Coding.

Over the next three years new K-12 curriculum is being phased in with new standards in mathematics, sciences and applied design, skills and technology. It supports opportunities to learn coding, so students can develop the problem-solving and creative thinking skills they need for success in B.C.'s tech sector.

In partnership with the BC Innovation Council, British Columbia is hosting its first #BCTECH Summit, Jan. 18 – 19, 2016. The Summit will showcase our tech industry and includes a Career showcase to provide B.C. students and recent graduates with even more opportunities to get

involved in B.C.'s rapidly growing tech sector. To register or learn more, go to:  
<http://bctechsummit.ca/>

#### **Quotes:**

##### **Mike Bernier, Minister of Education –**

“B.C.’s rapidly growing tech sector is recognized as one of the strongest sectors in the country. The Province is committed to providing more opportunities for B.C. students to learn how to code – inside and outside the classroom. Learning how to code provides great career opportunities for students and helps build B.C.’s tech sector and economy.”

##### **Jon Hamlin, VP, Computer Using Educators of BC (CUEBC), a Provincial Specialist Association of the British Columbia Teachers’ Association (BCTF) -**

“CUEBC is proud to be a part of Codecreate this year and the Hour of Code for the second year in a row as we bring coding opportunities to teachers and students across British Columbia. Computer programming skills have become ubiquitous across almost every industry. These are highly valued skills that we believe should become a fundamental educational component for all B.C. students. We encourage teachers and students from any grade level, regardless of technology access, to get involved with this exciting Hour of Code opportunity and attend a Codecreate event in their community where available.”

##### **Melody Ma, B.C. Hour of Code organizer –**

“I really enjoy my career in technology, even though I didn’t learn how to code until last year – a decade since graduating from high school. My new found skills have opened a world of possibilities for me. By organizing the Codecreate events and highlighting the Hour of Code campaign in B.C., I hope many more students of all ages, gender and backgrounds in this province will get exposed to coding and computer science early on in their education.”

#### **Quick Facts:**

- BC Teachers’ Federation’s Provincial Specialist Association, the Computer Using Educators of BC (CUEBC), are supporters and participants at Codecreate and the Hour of Code campaign.
- Of the 124,734 Hour of Code events around the world, 3,876 of those will be in Canada, 563 will be in B.C.
- In 2013, B.C. had over 9000 technology companies that generated \$23.3 billion in revenue.
- New technology companies are emerging at increasing rates around the province. In 2013, there was an addition of over 700 new technology companies in British Columbia, an increase of 8% over the prior year.
- The B.C. technology industry is heavily export focused. B.C. Stats recorded exports topping \$1 billion in 2014 for technology products. A recent industry survey projects total technology exports, which would include services, to be greater than \$7 billion.

#### **Learn More:**

Codecreate: <http://codecreate.ca/>



Hour of Code: <https://hourofcode.com/ca>

Lighthouse Labs: <http://www.lighthouselabs.ca/>

Metalab: <http://metalab.co/>

CUEBC: <http://cuebc.ca>

Innovation Central Society: <http://www.innovationcentral.ca>

UBC Okanagan Innovative Learning Centre: <http://innovativelearningcentre.ca/>

B.C.'s new curriculum: <https://curriculum.gov.bc.ca/>

BC's Education Plan: <http://www.bcedplan.ca/>

**Media Contact:**

Government Communications and Public  
Engagement  
Ministry of Education  
250 356-5963

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## NEWS RELEASE

For Immediate Release  
2015CFD0057-002042  
Dec. 7, 2015

Ministry of Children and Family Development

### **Autism research project to help B.C. parents of young children**

VICTORIA – An innovative, made-in-B.C. autism research project will explore the benefits of parent coaching intervention for infants and toddlers who show early signs of Autism Spectrum Disorder (ASD).

The project – made possible by more than \$3 million in one-time government funding – was spurred by other studies linking early infant-toddler interventions to better developmental outcomes in children with ASD and in children who display early warning signs of ASD.

“While new research has shown promising results in other jurisdictions, these studies have not been conducted with a B.C.-specific lens,” said Minister of Children and Family Development Stephanie Cadieux. “The opportunity to undertake cutting-edge autism research here at home will help to inform future decisions regarding early intervention services for children with ASD and other related conditions.”

Parent coaching intervention is a teaching method where caregivers of very young children who display early signs of Autism Spectrum Disorder (ASD) are taught techniques that promote their child’s development. Parents learn how to interact and engage with their child during every-day routines in ways that will support their child’s unique developmental needs. Parents are supported through the process by qualified professionals.

The research project will follow approximately 70 children and their families. Over the next few months a steering committee chaired by ACT-Autism Community Training and including the Pacific Autism Family Centre (PAFC), the ministry and researchers working with the Michael Smith Foundation for Health Research will collaborate to fully develop this research project for B.C.

“We are pleased to be partnering with so many innovators on this exciting project,” said ACT-Autism Community Training executive director Deborah Pugh. “In particular, PAFC’s state-of-the-art tele-health video technology and hub-and-spoke model will ensure families located in rural and remote communities across the province have equal opportunities to participate.”

“Many families recognize that something may be wrong with their child’s development as young as one year of age, but they just don’t know what they can do to help,” said PAFC founder Wendy Lisogar-Cocchia. “Parent coaching is one of those options that could change families’ lives. This research project is another important step in the right direction and I look forward to working with our partners on this exciting initiative in the months ahead.”

The steering committee’s first task is to select a program provider and an independent program evaluator. Once those decisions have been made, the selection of research subjects will begin through a comprehensive screening process for children under the age of three years

displaying early signs of ASD.

**Quick Facts:**

- The procurement process to select the research project program provider and the independent program evaluator is expected to take up to one year.
- The screening process for research subjects is expected to begin in early 2017.
- Ministry of Children and Family Development contracts with ACT-Autism Community Training to provide provincial autism information and support services, as well as training for families of children with ASD.
- British Columbia provides funding to approximately 11,300 children and youth diagnosed with ASD and their families. Currently, more than 1,700 children under the age of six years are served.
- For children under the age of six years, families are eligible for \$22,000 per year to help with the cost of autism intervention services to improve their child's communication, social-emotional, pre-academic and functional life-skills development.

**Learn More:**

For more information on ASD and the services and supports available, go to:  
[www.mcf.gov.bc.ca/autism/index.htm](http://www.mcf.gov.bc.ca/autism/index.htm)

**Media Contact:**

Government Communications and Public  
Engagement  
Ministry of Children and Family Development  
250 356-1639

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## Board and Trustee Representative Committee Report

Trustee Representative: Eve Flynn  
Committee Name: Aboriginal Education Committee  
Meeting Location: Winchelsea Place  
Meeting Time: 12:30  
Committee Report:

The committee had a presentation from Carrie Reid on **Project Heart**, a teaching resource guide developed by the BCTF for the new First Nations segment of the curriculum. It is an excellent resource.

The First Nations, Métis and Inuit Education Agreement is now up on the District portal.

Rosie McLeod-Shannon reported out on the Knox United Community Forum that she and Trustee Gair attended. She felt it was a valuable exchange amongst key groups in our community on needs and/or gaps in Oceanside to which Knox United could target their resources.

The First Nations Winter Celebration held on Thursday December 3 was a great success...full house. The scavenger hunt was particularly popular with all who sought out the many answers to the clues. Fabulous drumming presentation by the children as well.



## Board and Trustee Representative Committee Report

Trustee Representative: Eve Flynn  
Committee Name: Building Learning Together  
Meeting Location: Family Place  
Meeting Time: 12:00  
Committee Report:

The BLT working table met and reviewed Mindful Connection, a slogan/theme all agencies at the BLT table can use to connect our work with parents and young children. An attempt to disconnect from devices and concentrate on being connected with our kids.

BLT will be reviewing and creating a Strategic Plan in the new year. Key question(s) are: What do we need to provide to families in Oceanside? What programs and initiatives can be implemented? The Strategic Plan will then lead into an Early Learning Strategic Plan. Inherent in this process will be to review our EDI Results for Oceanside.

### Upcoming:

- January 27, 2016 – Family Literacy Day – the Libraries and BLT will host a joint event for 4-6 pm
- Pam from the Qualicum First Nations has acquired funding for a one day a week Cultural Coordinator who can go out to any agency and present their Cultural Kit
- Music Awareness at Foster Park in late spring at Foster Park will feature intergenerational music...*I'm Alive* by Jerry Barnum will be the theme

Next Meeting January 7, 2016



## Board and Trustee Representative Committee Report

Trustee Representatives: Eve Flynn, Elaine Young; Jacob Gair  
Committee Name: Vancouver Island Trustees Association Meeting  
Meeting Location: Vancouver Hyatt  
Meeting Time: 7:30 am – 9:30 am  
Committee Report:

VISTA Business Meeting: Received committee report from the provincial Aboriginal Education Committee and the Education Committee. These full reports can be accessed on the BCSTA website.

Two motions were presented and carried unanimously

SD 69 proposed – “That the Vancouver Island School Trustee’s Association request that the Board of Directors of the BC School Trustee’s Association urge the Ministry of Education to seek a resolution with compensation from Fujitsu (My Education BC) for failing to meet the performance requirements of its contract with the Ministry and that such compensation should address unanticipated costs associated with the system performance issues.” This motion will now proceed to Provincial Council as emergent business of the association

SD 62 proposed – “That SD 62 urges the BC government to take action to improve the delivery of the BC Child Protection Services, to fully fund the Office of the Representative for Children and Youth, and to follow the provisions in the UN Conventions on the Rights of the Child.” This motion will now go forward to the AGM 2016 with the support of VISTA

BC Public School Employers Association – Sue Ferguson (BCPSEA), Rosalie Cress (BCPSEA) and Tom Longridge(SD72) gave a brief presentation on the Attendance Support and Wellness Initiative being piloted around the province and more specifically in Campbell River (SD 72).



SD69 QUALICUM

## Board and Trustee Representative Committee Report

**Trustee Representative:** R. Elaine Young  
**Committee Name:** BCSTA Trustee Winter Academy 2015  
**Meeting Location:** Hyatt Conference Centre Vancouver  
**Meeting Time:** November 26 to 28, 2015

### **Authentic Governance for Student Achievement: Boards Matter**

#### **November 26 Highlights**

*Keynote address By Dr. Yong Zhao – Counting what Counts: What Defines a World Class Education.*

Dr. Zhao described the current (Factory based) system of education as “producing “Homogenous, compliant and employee-minded test-takers.” He argues and presents convincing data that these kinds of learners are not the kinds of learners that are needed in our Post-Industrial world. Instead we need to support educational changes that encourage creative, diverse and ‘entrepreneurial’ thought.

#### **November 27 Highlights**

- *Plenary 1 by Dr. Yong Zhao – Shifting the Paradigm: Creating World Class Education in the Second Machine Age*

This talk outlined what we need to do and showed examples of schools from around the world that have shifted the paradigm. His discussion included research on personalized curriculum, experiential learning, critical thinking, globalization and product oriented learning. Zhao is the author of many books and is conducting action based research all over the planet. For more information google Dr. Yong Zhao or talk with one of the Trustees.

- *Plenary 2 by Mike Bernier – Remarks from the Ministry of Education*

Our almost new Minister of Education outlined some of the initiatives that are coming up. Many are in line with Dr. Zhao’s research. He also said that he wanted to work in building relationships with partners in education including School Boards. Recognizing the hard work of teachers was another goal. Finally, based on the recent report of the Auditor General on Aboriginal Education (Fun reading by the way), the Minister called our attention to the overuse of Evergreen Certificates.

- *Plenary 3 by The Critical Thinking Consortium – Critical Thinking: Thinking for Leading, Leading for Thinking*

Critical thinking is an important part of building learners for our world. This presentation outlined what Critical Thinking really means and how the process works. The presenter outlined five key principles of “Thinking” classrooms and challenged School Boards to develop a “Thinking Climate.” By providing leadership to promote and nurture Critical Thinking.

- *Concurrent Workshops:*

One of the things that these conferences allow is for Trustees to get together and talk. Trustees Flynn, Gair and Young decided to attend the Concurrent Workshops so that all were covered. We haven't had time to put together our notes, but these are the titles of the workshops and the name of the trustee who attended so that you can ask for more information if you are interested.

1. A system approach to supporting aboriginal education (Flynn)
2. Board governance challenges with closing and reconfiguring schools (Young)
3. Walking the student learning road: Board support and involvement in enhancing student achievement (Gair)
4. Supporting boards of education to lead: Using HELP's (Human Early Learning Partnership) child development research and population level data in evidence based decision makings (Young)
5. BC's K-12 innovation strategy: What can you do as a board of education to support innovation in your districts (Flynn and Gair)

### **November 28 Highlights**

- *Plenary 4 by Kathy Sawchuk – Governance and Leadership Through Research-Based Practice*

Research indicates that the beliefs, attitudes and behaviours of School Boards as well as the Board's knowledge and understanding of the education system can influence the achievement of students. (Who knew we had such power??) This presentation used the data and research of John Hattie to describe how district policies in curriculum, instruction, learning environment, standards and parent/community engagement can positively influence students.

- *Plenary 5 by Sheila Dodds – Review of the Office of the Auditor General of BC's Report on Aboriginal Students in the BC Public School System*

The presenter spent much of the presentation explaining the role and responsibility of the Auditor General and nature of a "Performance Audit" as opposed to a financial audit. However, the report includes 11 recommendations that will move us toward a culturally appropriate, safe, and supportive learning environment for all students including those who come from an aboriginal background.

- *Plenary 6 by Betty Baxter, Patrick Bocking and Mike Roberts – Using Data to Inform Critical Decision Making and Strategic Planning*

Who knew that the government and other public sources had so much data that can inform our decisions in each of our districts? The sample data set is thick and comprehensive. Using data sets (such as material from Stats Can) to craft our strategic plans makes them more accurate and relevant. There is so much information to absorb and much to share.

Please feel free to contact one of the trustees if you would like additional information.



SCHOOL DISTRICT 69 (QUALICUM)

STATUS OF ACTION ITEMS

Action Item	Responsibility	Status	Proposed Deadline
<b>Establishment of Performance Assessment Committee</b> (June 24, 2014)	Senior Staff	In abeyance pending Ministry of Education's review of assessment, evaluation and reporting	
<b>Strategic Plan – Framework for Action</b> (November 29, 2013)	Superintendent	Superintendent to develop on the basis of conversations with Principals/Vice Principals	Fall 2016



Ministry of Education

# SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER <b>69</b>	NAME OF SCHOOL DISTRICT <b>Qualicum</b>	YEAR <b>2015</b>
OFFICE LOCATION(S) <b>100 Jensen Avenue East</b>		TELEPHONE NUMBER <b>250-248-4241</b>
MAILING ADDRESS <b>PO Box 430</b>		
CITY <b>Parksville</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V9P 2G5</b>
NAME OF SUPERINTENDENT <b>Rollie Koop</b>		TELEPHONE NUMBER <b>250-954-4687</b>
NAME OF SECRETARY TREASURER <b>Ron Amos</b>		TELEPHONE NUMBER <b>250-954-4675</b>

### DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended June 30, 2015 for School District No. 69 as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED

EDUC. 6049 (REV. 2008/09)

## Statement of Financial Information for Year Ended June 30, 2015

### Financial Information Act-Submission Checklist

- |   | <i>Due Date</i>     |
|---|---------------------|
| a) <input type="checkbox"/> A statement of assets and liabilities (audited financial statements).   | <i>September 30</i> |
| b) <input type="checkbox"/> An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)   | <i>September 30</i> |
| c) <input type="checkbox"/> A schedule of debts (audited financial statements).   | <i>September 30</i> |
| d) <input type="checkbox"/> A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).   | <i>September 30</i> |
| e) A schedule of remuneration and expenses, including:  | <i>December 31</i>  |
| <input type="checkbox"/> i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required. |                     |
| <input type="checkbox"/> ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member   |                     |
| <input type="checkbox"/> iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required   |                     |
| f) <input type="checkbox"/> An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.  | <i>December 31</i>  |
| g) <input type="checkbox"/> Approval of Statement of Financial Information.   | <i>December 31</i>  |
| h) <input type="checkbox"/> A management report approved by the Chief Financial Officer   | <i>December 31</i>  |

School District Number & Name School District 69 (Qualicum)

**School District  
Statement of Financial Information (SOFI)**

**School District No. 69 (Qualicum)**

**Fiscal Year Ended June 30, 2015**

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Documents are arranged in the following order:

1. Management Report
2. Audited Financial Statements with Note Disclosure
3. Schedule of Debt (Schedule 1)
4. Schedule of Guarantee and Indemnity Agreements (Schedule 2)
5. Schedule of Remuneration and Expenses (Schedule 3)
6. Statement of Severance Agreements (Schedule 4)
7. Schedule of Payments for Goods and Services (Schedule 5)
8. Comparison of Scheduled Payments to Audited Financial Statements (Schedule 6)

**School District  
Statement of Financial Information (SOFI)**

**School District No. 69 (Qualicum)**

**Fiscal Year Ended June 30, 2015**

**MANAGEMENT REPORT**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, McGorman MacLean, Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District

---

Rollie Koop, Superintendent

Date:

---

Ron Amos, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9

**School District  
Statement of Financial Information (SOFI)**

**School District No. 69 (Qualicum)**

**Fiscal Year Ended June 30, 2015**

**SCHEDULE 1 - SCHEDULE OF DEBT**

Information on all long term debt is included in the School District Audited Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District  
Statement of Financial Information (SOFI)**

**School District No. 69 (Qualicum)**

**Fiscal Year Ended June 30, 2015**

**SCHEDULE 2 - SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

School District No. 69 (Qualicum) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015.**

**SCHEDULE 3 - SCHEDULE OF REMUNERATION AND EXPENSE**

ELECTED OFFICIALS

<u>Name</u>	<u>Remuneration</u>	<u>Expenses</u>
Austin, Julie	11,883.94	2,725.79
Flynn, Eve M.	13,413.44	3,136.63
Gair, Jacob	7,647.73	780.52
Kershaw, Lynette	5,655.17	189.34
Kurland, Barry	12,648.69	3,596.56
Milligan, Ross	4,236.21	467.90
Young, Elaine	7,647.73	831.21
<b>TOTAL ELECTED OFFICIALS</b>	<b>63,132.91</b>	<b>11,727.95</b>



**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 3 - SCHEDULE OF REMUNERATION AND EXPENSE**

DETAILED EMPLOYEES > 75,000

<u>Name</u>	<u>Remuneration</u>	<u>Expenses</u>
Abel, Jaret	81,662.43	
Antosz, Jessica	116,888.40	
Barber, Donald C	77,813.05	
Bate, Robert	86,501.56	11,015.37
Batt, Paulette	81,331.01	
Bevilacqua, Barry	75,113.65	
Boates, Robert A	81,128.12	
Bold, Donald M	102,809.60	1,225.09
Bonnor, Laura L	80,763.71	
Bradbury, Monica	80,352.75	
Burn, Rosalyn K	81,495.13	
Campbell, Douglas B	81,629.04	
Campbell, Rick D	80,763.96	
Chapdelaine, Sylvain	83,302.36	733.24
Charnock, Gaynor	80,428.32	
Coleman, Barbara	105,607.22	200.00
Comer, Deborah Anne	78,734.33	
Conn, Jeremy	79,773.64	
Crossley, Anne Marie	81,205.56	
Dawley, Marsha	93,876.39	
De Buysscher, Debbie L	81,209.81	
Desrosiers, Robert	75,973.73	200.00
Diewold, N. Jeanette	82,192.27	
Dobinson, Heather	81,611.46	
Dodd, Gordon A.	80,750.56	
Dorsay, Stephen Alfred	82,054.65	
Dragani, Erica	79,769.06	
Dufort, Marie	102,393.68	450.00
Faa, Kerri	76,055.51	
Forster, Troy J	76,641.26	130.00
Frampton, Carrie	81,383.67	
Friesen, Jake	82,176.85	
Gardner, Mary	139,371.46	
Gayton, Randal	82,567.48	675.82
Gibbs, Robert	79,760.14	

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 3 - SCHEDULE OF REMUNERATION AND EXPENSE**

DETAILED EMPLOYEES > 75,000

<u>Name</u>	<u>Remuneration</u>	<u>Expenses</u>
Graff, Terry	81,551.59	
Gunn, Tandy	99,613.93	200.00
Hall, Kathleen	80,288.88	425.00
Heinrichs, Norberta	75,747.52	
Hung, Ryan	87,452.18	
Indriksons, Harry	81,551.91	
Janssen, Deirdre	79,793.67	
Jenkins, Anne M	105,959.00	
Jezersek, Raymond	82,400.83	
Katchur, Karen	80,564.14	
Kenny, Michael	81,632.43	
Klassen, Dennis	81,610.25	
Koop, Roland	167,224.90	1,834.82
Lapper, Jayne	81,319.49	
Larsson, Ian Ivar	92,171.87	
Lawrence, Karen	80,437.32	
Lewis, Greg	81,869.92	
MacIntyre-White, Tracy P	81,505.25	
Marshall, Lori	100,666.33	
McConachie, Brenda June	81,533.17	
McKee, Kevin	102,809.24	
McLaughlin, Barbara J	81,191.95	
McLeod-Shannon, Rosie	102,650.60	
McMullin, Aase	79,687.52	455.88
Meier, Jolin	81,629.69	
Meredith, Gregory	82,076.27	
Mitchell, Laurie	80,945.57	76.05
Morgan, Michelle C.	81,567.80	
Morrison, Tarri	79,693.43	150.00
Mostad, Karen	81,551.71	
Myhre MacDonald, Carol L	84,634.50	
Nailor, Graeme	82,275.35	
Nikula, Brian	105,893.91	
Nikula, Jessica	81,189.97	
Osborn, David	81,630.63	

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 3 - SCHEDULE OF REMUNERATION AND EXPENSE**

DETAILED EMPLOYEES > 75,000

<u>Name</u>	<u>Remuneration</u>	<u>Expenses</u>
Ouellet, Luc J.	81,670.96	102.98
Panichelli, Joseph	102,650.60	
Pawliuk, Robin	81,249.87	
Pearce, Anne	80,784.81	
Pearce, James	83,403.33	
Pepper, Ross William	101,962.10	10,658.56
Philip, Beverly	103,699.75	
Philip, John	76,023.18	1,053.57
Preston, Jonathan C	75,130.09	
Preston, Sophie	80,763.96	
Proctor, Janis Marie	80,545.63	
Prosser, Frank	82,779.81	
Rasa, Lilian	79,792.01	
Reynolds, Jane E.	99,144.62	
Richman, Bruce	81,426.85	
Robson, Richard	82,250.25	
Saremba, Anthony	105,894.27	
Saremba, Eileen	78,945.93	
Savage, Gary Edward	80,655.28	
Schulz, Jacquelyn	81,531.96	
Seidel, Edward	83,767.07	
Shaver, Milo A.B.	76,108.36	
Shepherd, JoAnne	118,045.26	626.41
Slaughter, Shelly	80,479.51	
Spendlove, F. Sheila	106,517.36	
Spicer, Kevin	84,268.64	
Sprague, Lynn A	80,746.19	
Spray, Bryan	80,973.30	
Stahley, Stephen	86,455.73	988.89
Standing, Donald	81,611.32	
Standing, Kathryn	80,763.92	
Steel, Kerri-Lynne	100,948.64	771.56
Stefanek, Larry	81,735.47	
Stepp, Lisa Catherine	79,370.45	
Stewart, David	81,535.15	

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 3 - SCHEDULE OF REMUNERATION AND EXPENSE**

DETAILED EMPLOYEES > 75,000

<u>Name</u>	<u>Remuneration</u>	<u>Expenses</u>
Stewart, Judith M	80,759.67	
Stiglich, Dino	113,216.40	559.50
Strong, Karen	81,111.35	
Temple, Jeffrey	107,342.27	
Terpstra, Rudolph (Rudy)	113,361.74	200.00
Tickell, Karen	75,649.48	
Tomiyama, Kazuo	80,782.16	
Verheyen, Sandra	89,059.97	
Waters, Jodi	75,241.38	613.59
Williams, John	106,118.00	77.90
Wilson, Gillian D	137,160.54	420.86
Wilson, W. Bradley	81,755.93	
Witte, Jesse	115,800.92	116.00
Woods, Matthew	76,176.74	
Worthen, Brian D.	83,479.75	200.00
Worthen, Kati	80,764.32	
Wyker, Jacob (Jim)	75,554.69	
 TOTAL DETAILED EMPLOYEES > 75,000	 10,666,381.48	 34,161.09
 TOTAL EMPLOYEES <= 75,000.00	 20,875,813.04	 60,802.41
 TOTAL EMPLOYEES OTHER THAN ELECTED OFFICIALS	 31,542,194.52	 94,963.50
 CONSOLIDATED TOTAL	 31,605,327.43	 106,691.45
 CONSOLIDATED TOTAL, REMUNERATION PAID	 31,712,018.88	
 TOTAL EMPLOYER PREMIUM FOR CPP/EI		 1,787,109.39

**School District  
Statement of Financial Information (SOFI)**

**School District No. 69 (Qualicum)**

**Fiscal Year Ended June 30, 2015**

**SCHEDULE 4 - STATEMENT OF SEVERANCE AGREEMENTS**

There were no severance agreements made between School District No. 69 (Qualicum) and its non-unionized employees during fiscal year 2014-15.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 5 - SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES**

DETAILED VENDORS > 25,000.00 :

<u>Vendor Name</u>	<u>Expense</u>
ACME SUPPLIES LTD.	154,303.71
ANDREW SHERET LIMITED	40,295.71
B.C. HYDRO & POWER AUTHORITY	413,954.10
BCSTA	36,377.03
CASTLE CARPET ONE FLOOR AND HOME	70,564.90
CDI COMPUTER DEALERS INC.	62,434.40
CENTRAL BUILDERS' SUPPLY LIMITED	32,304.83
CITY OF PARKSVILLE	147,816.20
E.B. HORSMAN & SON	50,510.18
FIRST TRUCK CENTER	144,634.72
FORTISBC	297,954.10
GRAND & TOY LIMITED	71,822.08
HARRIS & COMPANY	225,416.43
HARRIS SCHOOL SOLUTIONS	50,114.61
INSURANCE CORPORATION OF B.C.	29,744.00
JOAN I MCEWEN, LAWYER	38,790.06
KAL TIRE (TRUCK CENTRE)	27,139.76
M.A.T.A.	52,345.21
MANULIFE BANK	26,000.00
MCGORMAN MACLEAN	72,564.45
MID ISLAND CONSUMER SERV. CO-OP	198,814.79
MID-ISLAND FENCE PRODUCTS LTD.	36,167.37
MIKE'S COMPUTER SHOP	106,530.40
MINISTER OF FINANCE	39,086.25
MINISTER OF FINANCE, MEDICAL	432,046.23
MOUNT BENSON MECH. (1991) LTD.	249,075.06
MUNICIPAL PENSION PLAN	1,003,808.40
OCEANSIDE BUILDING LEARNING	111,110.38
OLYMPIC INTERNATIONAL SALES LTD	66,540.91
OPTUM HEALTH SERVICES (CANADA) LTD	46,798.45
PACIFIC BLUE CROSS	678,077.55
PUBLIC EDUCATION BENEFITS TRUST	587,206.32
QDPVPA-PERSONAL PROFESSIONAL DEV	40,150.00
REGIONAL DISTRICT OF NANAIMO	26,630.93
RICOH CANADA INC.	47,969.84

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**SCHEDULE 5 - SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES**

DETAILED VENDORS > 25,000.00 :

<u>Vendor Name</u>	<u>Expense</u>
ROCKY POINT ENGINEERING LTD	38,456.27
SUN COAST WASTE SERVICES	46,912.19
SWING TIME DISTRIBUTORS	37,060.56
TEACHERS' PENSION PLAN	2,888,492.15
TELUS COMMUNICATIONS (B.C.)	56,066.67
TELUS MOBILITY CELLULAR INC.	36,718.07
THE GREAT WEST LIFE ASSURANCE CO.	82,243.63
THINK COMMUNICATIONS INC.	27,356.29
TOWN OF QUALICUM BEACH	38,453.66
TRAVEL HEALTHCARE INSURANCE	29,116.00
TRI-METAL FABRICATORS	98,992.32
TRIBUNE BAY OUTDOOR EDUCATION SOC.	91,087.62
TURNING POINT RESOLUTIONS INC.	26,837.43
VANCOUVER ISLAND UNIVERSITY	212,371.79
WEST BAY MECHANICAL LTD.	356,891.14
WHOLE SHOW RESTORATIONS INC.	51,076.02
WORKERS' COMPENSATION BOARD	<u>213,681.55</u>
 TOTAL DETAILED VENDORS > 25,000.00	 10,046,912.72
 TOTAL VENDORS <= 25,000.00	 <u>2,716,726.32</u>
 TOTAL PAYMENTS FOR THE GOODS AND SERVICES	 <u>12,763,639.04</u>

**SCHOOL DISTRICT NO. 69 (QUALICUM)  
YEAR ENDED JUNE 30, 2015**

**COMPARISON OF SCHEDULED PAYMENTS TO AUDITED FINANCIAL STATEMENT EXPENDITURES  
SCHEDULE 6**

**SCHEDULED PAYMENTS**

Schedule of Remuneration and Expenses	
Remuneration	\$ 31,605,327
Employee Expenses	106,691
Employer Portion of EI and Canada Pension Plan	<u>1,787,109</u>
Total Schedule of Remuneration and Expenses	\$ 33,499,127
Schedule of Payments for Goods and Services	<u>12,763,639</u>

<b>CONSOLIDATED TOTAL OF SCHEDULED PAYMENTS</b>	<b><u>\$ 46,262,766</u></b>
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**FINANCIAL STATEMENT EXPENDITURES**

Operating Fund Expenditures	\$ 41,861,067
Trust Fund Expenditures	2,904,565
Capital Fund Expenditures	2,944,826

<b>CONSOLIDATED TOTAL OF FINANCIAL STATEMENT EXPENDITURES</b>	<b><u>\$ 47,710,458</u></b>
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<b>DIFFERENCE BETWEEN SCHEDULED PAYMENTS AND FINANCIAL STATEMENT EXPENDITURES</b>	<b><u><u>(1,447,692)</u></u></b>
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**EXPLANATION OF DIFFERENCE**

The schedule of payments for the provision of goods and services differs from the financial statements in the following ways:

- 100% of GST paid to suppliers is included, whereas the financial statement expenditures are net of the GST rebate
- Third party recoveries of expenses from PAC and school fundraising activities may not all be adjusted for in the schedules
- Employee benefits may be duplicated in the schedule of payments where also reported in employee remuneration
- Travel expenses that are paid directly to suppliers may be duplicated in employee expenses
- Other miscellaneous cost recoveries that may not have been deducted from the scheduled payments

The financial statements are reported on an accrual basis, and include payroll liabilities that are not reflected in the schedule of remuneration and expenses, and accounts payable balances that are not reflected in the schedule of payment for the provision of goods and services. Changes in liability balances from year to year affect the financial statement expenditures but not the scheduled payments which are reported on a cash basis.





## SCHOOL DISTRICT No. 69 (QUALICUM)

### BOARD POLICY 3003

#### CONSULTATION WITH EDUCATION PARTNERS

##### POLICY

The Board of Education values consultation with all partners in education and provides a variety of opportunities for sharing information as well as for receiving advice and recommendations from partner groups.

##### REGULATIONS

1. The Board's Policy Committee will include representatives from the partner groups who will provide advice on the development of draft policies, or the revision of current policies, which will then be taken to the full board at a regular meeting for approval.
2. Throughout the process of development of the annual school district operating budget, public and partner involvement will be encouraged prior to approval by the Board.
3. Regular reports to partners and the public on the status of the current year's operating budget will be provided at regular public board meetings on a schedule determined by the Board.
4. Presentations, reports and recommendations from partners, committees and others on matters of interest and concern to the Board will be received at public Board Meetings.
5. The Board may hold public information evenings, and may involve partner representatives in the planning of such events.
6. It shall be recognized that all final decisions rest with the Board.



**VOLUNTEERS IN SCHOOLS**

(Page one of two)

**POLICY**

The Board of Education believes that parents and community volunteers have a vital role to play in all school activities.

**REGULATIONS**

The Board of Education expects its schools to be safe, secure environments for students. Therefore, the use of volunteers must be supported by appropriate safeguards respecting the selection and use of volunteers.

1. **Role of Volunteers**

A volunteer:

- a. May provide services at or for a school, provided it does not result in the displacement of an employee, subject to these regulations and to the *School Act* and Regulations.
- b. Can complement the skills and expertise of staff so as to enrich learning experiences for students.
- c. Will perform tasks only under the supervision and/or guidance of employees.
- d. Must not be assigned tasks that would violate the privacy of students or their families, and will not be provided access to student records.

2. **Recruitment, Selection and Training of Volunteers**

Recruitment, selection, assignment and training of volunteers are done at the school level. The Principal or Principal's designate shall be responsible for:

- a. Screening and selection of volunteers.
- b. Ensuring that all volunteers having unsupervised access to children authorize the local RCMP office to conduct a criminal record check. The result of this criminal record check must be satisfactory to the Board.
- c. Orientation and training of volunteers.
- d. Decisions regarding the continuation or discontinuation of a volunteer's services or a volunteer-based program (it must be recognized that some applicants may not be suitable for volunteer work in a school setting).
- e. Overall supervision of volunteers.

3. **Assistance for Volunteers**

- a. Orientation procedures for volunteers will be established by the Principal or designate as needed. These could include but are not limited to:
  - i. A general orientation to the school, including an explanation of the conduct expected of volunteers when working with students.
  - ii. Processes of signing in by volunteers.
  - iii. Staff responsibilities with respect to volunteers.
  - iv. Review of school confidentiality requirements for volunteers.
  - v. Emergency procedures, including emergency evacuation, accident procedures.



**SCHOOL DISTRICT No. 69  
(QUALICUM)**

**BOARD POLICY 3006**

**VOLUNTEERS IN SCHOOLS**

(Page two of two)

- vi. School Code of Conduct.
- vii. Information related to specific health or behavioural needs of individual students, where safety of the student or volunteer might be a concern, and providing that permission has been given for the release of the information.

b. Volunteers are covered by BC School Protection Program insurance and are indemnified while engaged in activities authorized by the School District or a school, and the volunteer is adhering to the Code of Conduct

c. Volunteers who use a private vehicle in the transportation of students are covered by a School Protection Program Special Excess Third Party Legal Liability Insurance coverage. Volunteers shall maintain a \$3 million third party liability insurance.

d. Volunteers wishing to appeal a decision of a Principal or Vice Principal may follow the Board Bylaw 15: *Appeals*.

**4. Conduct of Volunteers**

Volunteers are required to:

- a. Maintain a standard of conduct and deportment expected of school and district staff when working with students.
- b. Not be under the influence of or in possession of illicit drugs or alcohol while students are under their care.
- c. Comply with the requirements of Board Policy No. 4085 - *Smoke Free Environment*, when volunteering with students.
- d. Comply with the requirements of Board Policy No. 5020 - *Co-curricular or Extra-curricular Activities*.
- e. Keep confidential, information received or personal observations regarding students and staff obtained while working as a volunteer.
- f. Direct questions and concerns either to the employee with whom the volunteer is working or to the principal.



## SCHOOL DISTRICT No. 69 (QUALICUM)

### BOARD POLICY 3010

### PARENT ADVISORY COUNCIL

#### **POLICY**

The Board of Education believes that school-based parent advisory groups are beneficial to education and encourages all parents to become involved.

#### **REGULATIONS**

1. Only one Parent Advisory Council per school will be recognized. The French Immersion Parent Advisory Council and the Woodwinds Alternate Society will be recognized as individual councils working in consultation with the school where the majority of the students represented attend.
2. Each Parent Advisory Council shall apply to the Board for recognition.
3. Each Parent Advisory Council shall work in consultation with the Administrative Officer of that school.
4. The Board shall receive a copy of each Parent Advisory Council's constitution and bylaws.
5. Parent Advisory Councils to follow School District Incident and Claim reporting procedures.



## SCHOOL DISTRICT No. 69 (QUALICUM)

### BOARD POLICY 3015

## DISTRICT PARENT ADVISORY COUNCIL

### POLICY

The Board of Education values the point of view and involvement of parent organizations and believes the District Parent Advisory Council contributes by promoting open communication and cooperation between parents, schools, the District and the Board. The Board of Education encourages all Parent Advisory Councils to participate in the District Parent Advisory Council.

### REGULATIONS

1. The District Parent Advisory Council is established by the Board and functions as outlined in the *School Act* Sec 8.4 and 8.5.
2. The District Parent Advisory Council shall function under its required set of bylaws which are to be filed with the Board; and shall, in its operation, be subject to the *School Act* and Policies of the Board.
3. Each school Parent Advisory Council may elect annually one of its representatives on the District Parent Advisory Council for a term of not more than one year.
4. The District Parent Advisory Council will convene monthly, with the Superintendent of Schools or designate, on dates that do not conflict with Board meetings. The Superintendent or designate or Trustee of the School District may attend in a non-voting capacity.
5. The District Parent Advisory Council shall work in consultation with the Superintendent of Schools or designate and will have access to information regarding District and school programs, policies, procedures and operations.
6. The Superintendent of Schools will assist the District Parent Advisory Council by providing meeting facilities and facilitating the use of district communication systems.
7. The Board will provide an opportunity on the Regular Board Meeting Agenda for the District Parent Advisory Council Chairperson or designate to report to the Board.
8. The District Parent Advisory Council may:
  - Advise the board on any matter relating to education in the school district.
  - Provide a communication link between the Board, parents and the community.
  - Serve as an advocate for parents and students.
  - Identify and bring to the attention of the Board issues and concerns affecting students, parents and schools in the district, with the exception of personnel matters and personal and confidential information about students, parents teachers and other employees or members of the school community.

*Reference: School Act, Section 8.4, 8.5*

90.02.28: 92.01.28: 92.11.24: Board Review Oct. 00: 02.01.22: Board Review May 03: 07.11.27: **Board Review 09.05.26**



## SCHOOL DISTRICT No. 69 (QUALICUM)

### BOARD POLICY 3050 3002

## COOPERATION OF SCHOOL AND LEARNING COMMUNITIES

Page 1 of 1

### POLICY

The Board of Education of School District 69 encourages initiatives which support student learning and achievement by enriching the quality of co-operation between our schools and our community. Such initiatives are responsive to the Board of Education's legislated expanded mandate. [*School Act* s.(1),s. 81.1, s.86.]

The Board of Education believes that parents and community volunteers play a vital role in the education of their children and in their school lives as the foundation of school/community co-operation.

The Board of Education values consultation with all partners in education and provides a variety of opportunities for sharing information as well as for receiving advice and recommendations from partner groups.

The Board of Education recognizes that each of its principals and vice-principals is an integral member of the district's leadership team and as such welcomes their participation.

The Board of Education values the points of view and involvement of parent organizations and believes the District Parent Advisory Council contributes by promoting open communication and cooperation between parents, schools, the District and the Board. The Board of Education encourages all school-based Parent Advisory Councils to participate in the District Parent Advisory Council.

In addition, the Board of Education believes that strong, organized collaboration with other ministries, community agencies, service providers, and other appropriate community organizations across the district will ensure optimal support for students and their families and will, over the long term, enhance the opportunities for success enjoyed by our students.

### Reference:

- *Administrative Procedures: Cooperation of School and Learning Communities*

## SCHOOL DISTRICT No. 69 (QUALICUM)

### ADMINISTRATIVE PROCEDURES

#### COOPERATION OF SCHOOL AND LEARNING COMMUNITIES

Page 5 of 5

- a. School/community co-operation will be subject to the orderly governance of the Board and contribute to the sense of overall cohesion within our District.
- b. The Board will meet its legal mandate and its ethical and contractual responsibility to effectively manage school personnel, programs and properties.
- c. The Board will ensure fairness and equity among district schools in the allocation of resources and in school/community initiatives, particularly in consideration of the diversity of the smaller communities within the district.
- d. The Board confirms that all school/community co-operation must adhere to existing district policies and regulations (e.g. Rental and Use of School Facilities and Equipment, and Security).

**Reference:**

*Board Policy ~~3050~~ 3002: Cooperation of School and Learning Communities*