



REGULAR BOARD MEETING AGENDA

TUESDAY, MARCH 13, 2018

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. Approval of Regular Board Meeting Minutes: February 27, 2018 p 1-10
- b. Ratification of In Camera Board Meeting Minutes: February 20, 2017 p 11
- c. News Releases
 - Students and BC government taking a stand against cyberbullying p 12-13
 - Thinking of running for local office? P 14
 - Elections Resource: A Guide for School Trustee Candidates P 15
 - Finding a better way to support school districts, student success p 16-17
- d. Reports from Board Representatives to Outside Organizations
 - Oceanside Building Learning Together Coalition – Trustee Austin p 18
- e. Status of Action Items – March 2018 p 19

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of March 13, 2018, as presented (*or, as amended*).

5. DELEGATIONS/PRESENTATIONS (10 MINUTES)

- a. **Suggestion from Canadian Parents for French BC/Yukon for a SD69 French Immersion Program Policy** *(Greer Cummings)*

6. BUSINESS ARISING FROM THE MINUTES

7. TRUSTEE HIGHLIGHTS

- i. **Vancouver Island School Trustees' Association Spring 2018 Conference**

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**
13. **INFORMATION ITEMS**
 - a. **Educational Programs Update** (Gillian Wilson)
 - b. **Education Planning Update** (Rollie Koop)
 - c. **Board Financial Governance & Accountability Requirements** (Ron Amos) p 20-23
14. **CORRESPONDENCE ATTACHED**
15. **BYLAWS/POLICIES/ADMINISTRATIVE PROCEDURES** (Trustee Young) p 24-26
 - a. **Board Bylaw 2 – Board Structure**
Recommendation:
THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to School District No. 69 (Qualicum) Board Bylaw 2: *Board Structure*, at its Regular Board Meeting of March 13, 2018.
16. **TRUSTEE ITEMS**
17. **NEW OR UNFINISHED BUSINESS**
18. **PUBLIC QUESTION PERIOD**
19. **ADJOURNMENT**

School District No. 69 (Qualicum)



REGULAR BOARD MEETING MINUTES

TUESDAY, FEBRUARY 27, 2018

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

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

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent of Schools
Ryan Hung	Assistant Secretary Treasurer
Chris Dempster	General Manager of Operations
Kevin McKee	Principal, Bowser Elementary School President, Qualicum District Principals/Vice Principals' Association
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)
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

18-27R

Moved: Trustee Austin *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. Approval of Regular Board Meeting Minutes: January 23, 2018
- b. Ratification of In Camera Board Meeting Minutes: January 16, 2018
- c. Ministry News
 - BC students celebrate French Immersion Week
 - Find Your Fit tour reaches Qualicum Beach to inspire future career choices
 - Students to benefit from funding to support teacher hiring
 - Budget 2018 puts people first, makes life more affordable for British Columbians
 - BCSTA Response to BC Government Throne Speech
 - BCSTA Response to the 2018 Provincial Budget
- d. Reports from Board Representatives to Outside Organizations
 - BCSTA Provincial Council – Trustee Flynn
 - BCPSEA Annual General Meeting – Trustee Kurland
 - Oceanside Building Learning Together Coalition – Trustee Young
 - District 69 Recreation Commission (RDN) – Trustee Young
 - Indigenous Education Advisory Committee – Trustee Young
- e. Status of Action Items – February 2018

18-28R

Moved: Trustee Kurland *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of February 27, 2018, as presented/amended.
CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS

- a. **Tulnuxw Lelum – Bowser Cultural Learning Space**
 Laura Bonner and Dave MacVicar, of Bowser Elementary School, provided the Board with an update on the progress of the Bowser Cultural Learning Space Project as well as future plans for the site. The project has involved local businesses and created a wide variety of learning opportunities for students and the possibilities for school and community use of the learning space are endless.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS**Trustee Young**

- Reminded attendees of Pink Shirt Day, February 28, 2018 and shared some stories of students' acts of kindness in the community.

Trustee Austin

- Shared her experience in being part of a spontaneous learning opportunity when attending Qualicum Beach Elementary School to deliver a long service gift to a teacher of a Grade 5/6 class who opened up an impromptu discussion with students on governance.
- Congratulations to the Kwalikum Secondary School Grade 9 Boys Basketball Team who will be going to Provincials.

Trustee Flynn

- Attended the Qualicum Beach Elementary Find Your Fit event which was well-attended and enjoyed by students from a number of schools in the district.

Trustee Kurland

- Attended the Annual General Meeting of the BC Public School Employers Association which saw the reinstatement of elected trustees to the Board of Directors, and noted that SD69's Trustee Eve Flynn has been re-elected to the Board.
- Noted that it appears the current government plans to enter into upcoming negotiations with a more collaborative approach, providing an opportunity for the negotiations to not be as adversarial in terms of labour relations.

Trustee Gair

- Appreciated the opportunity to assist in hosting a Model United Nations at Vancouver Island University which had School District 69 students in attendance. A student from Ballenas won Best Position Paper and the Ballenas Club, while not awarded the best delegation, were in the running. There was also a large number of grade 8 and 9 students from Ballenas who attended for the first time and did an excellent job.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Debbie Comer, President, commented on the following:

- MATA and the BCTA are also looking for that collegial bargaining relationship with the provincial government.
- The sessions offered at the February 23, 2018 Professional Development Day were well-attended and well-received.
- The Social Justice Committee has organized a Forum to take place in early April which will include Port Alberni and Nanaimo students. The forum will provide a safe place for GSA to have conversations. The students may wish to make a presentation to the Board in the near future.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No Report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Andrea Button, President, commented on the following:

- SD69 DPAC is hosting a presentation by The White Hatter for parents on internet use and safety on Monday, March 12th at Kwalikum Secondary School from 7 to 9:00 p.m.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS**a. 2018/19 School Calendars**

Assistant Superintendent Wilson reviewed the process undertaken to draft the 2018/19 school calendar, noting some changes made since additional information was received advising that the date of Family Day would change and a request from the Ministry to add another non-instructional day.

i. 2018/19 District School Calendar

18-29R

Moved: Trustee Gair

Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve, as presented, the District School Calendar for the 2018/19 school year with the provision that, by May 31st, all schools will distribute to parents/guardians a copy of the final District School Calendar 2018/19 that includes all the provisions stipulated in the *School Act*, and the *School Calendar Regulation 314/12*.

CARRIED UNANIMOUSLY

ii. 2018/19 Collaborative Education Alternative Program (CEAP) School Calendar

18-30R

Moved: Trustee Kurland

Seconded: Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve the school calendar for the Collaborative Education Alternative Program (CEAP) School Calendar for the 2018/19 school year as presented.

CARRIED UNANIMOUSLY

iii. 2018/19 False Bay School Calendar

18-31R

Moved: Trustee Gair

Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the school calendar for False Bay School for the 2018/19 school year as presented.

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS

a. Education Programs Update

Assistant Superintendent Wilson reported on the following district initiatives and events:

- The purchase of 10 Google Expedition Kits for use by schools. Training begins next week for teachers on how to use the technology and the types of curriculum connections the use of the kits can have for deep learning opportunities for students.
- "What's Working for Portfolios?" An in-district learning opportunity for teachers will be held on Thursday, March 1, 2018.
- Acknowledged the members of the MATA and CUPE Pro-D Committee for their work in organizing the workshops which included presentations by members of district staff. She also appreciated the invitation to attend the keynote sessions at Kwalikum Secondary School that same day.
- Acknowledged the work of the CUPE and MATA Dispatch Clerks for their work in replacing staff absences. Senior Staff are working hard to continually advertise and hire spare education assistants and teachers teaching on call to replace individuals who have received offers of full-time employment.
- The Curriculum Assessment and Evaluation Committee met last week to compile feedback on the first snapshot of student learning. A District student was invited to be a guest speaker and provided the members with

thoughtful feedback as well as suggestions for what staff should be considering to help him, and other students, with their learning.

- Staff are organizing a Super Conference for Grade 7s on May 15, 2018 to celebrate being a teenager as they work through transitions. The conference will include presentations from Safer Schools Social Media, Gary Anaka: *Brain Health & Wellness Educator* and E.N.I.T.Y, and offer sessions on digital literacy and safety, information about resources from local organizations and a Panel of Grade 8 and 9 students to engage attendees to talk about their experiences attending SD69 high schools.
- Acknowledgement to the staff and students at Ballenas Secondary for their theatrical production of *Legally Blonde*.
- The Local Action Team has sponsored training in Neurosequential Model in Education (NME) which Ms. Wilson has attended.
- Played a video for the Board which was created by the Alberta Family Wellness Initiative, about how brains are built and, when they are not built in a certain way, the negative effects it can have on student learning. The video is titled Brain Builders and can be found on the AFWI site at <http://www.albertafamilywellness.org/resources/video/how-brains-are-built-core-story-of-brain-development>

b. Education Planning Update

Superintendent Koop updated the board on the following:

- Members of the BC School Superintendents Association (BCSSA) have been called to meet with the Deputy Minister of Education on Friday, March 2, 2018 to receive an update on the graduation program and the 10-12 curriculum and assessment.
- A meeting of the Island Chapter of the BCSSA was held on February 16, 2018. Ministry staff were in attendance and topics of discussion were the discuss accountability framework, enhancement to MyEdBC to allow staff at the school district level to access evidence of student learning to help inform the work they do, the future of the Classroom Enhancement Fund and a review the province is undertaking about the funding model.
- Regional forums are scheduled to discuss possible changes to the funding model and how money will be allocated to districts.
- Pat Duncan has taken over as the Superintendent, Learning Transformation, and has been directed by the Ministry to be 'front-facing' when working with Districts.
- The Annual General Meeting of the BC Public School Employers Association held on January 25-26, 2018 included an interactive session on Bargaining Preparation 2019 where the following five key approaches were discussed that will inform bargaining:
 - Innovative learning structures
 - Continuity of service to learners
 - Teacher workload
 - Teacher professional learning
 - Teacher recruitment
- Participation by the Superintendent and Assistant Superintendent in a planning group for a K-20 collaboration effort. The group includes mid to north island superintendents and members from Vancouver Island University and North Island College to cement districts' efforts around a shared understanding about the K-12 curriculum and the impacts of that learning on post-secondary education. The group will also be discussing governance structures for a mid-island partnership group of

Superintendents and Senior Faculty staff and operations oversight committee.

- Spring reviews with school administrators have been completed and the outcome of those discussions directs the work the Assistant Superintendent and the Secretary Treasurer do in regard to the staffing budget for 2018/19. The conversations also include a discussion of progress against the enhancing student learning plan goals. The level to which school administrators and learning services staff know their students places the District in a good position in terms of allocating funding in a way that makes the greatest difference for learners.
- The Superintendent led a Consensogram activity at the February DPAC meeting on the progress towards the Strategic Plan. The exercise provided a quick sense of where parents feel the District is at in moving forward on the four key priorities.
- The Superintendent is working with ThoughtExchange to create a staff/student reflection on the four key priorities and obtain feedback on some new ideas. He also plans to meet with the Board on March 16th to reflect on the mission, vision and values portion of the strategic plan with a focus on an aspect of renewal and rethinking.

c. 2018/19 Preliminary Operating Budget Process Update

Secretary Treasurer Amos provided a summary of feedback provided to date by stakeholders on the 2018/19 preliminary operating budget. That information will be reviewed to identify common themes and evolve into a budget 'wish list'. The Ministry is scheduled to make its funding announcement on March 14th which would then lead into the next round of discussions with stakeholders and marrying of the funding to a rationalization of a balanced 2018/19 budget.

14. CORRESPONDENCE ATTACHED

None

15. POLICY/ADMINISTRATIVE PROCEDURE

a. Administrative Procedure: Police Information Check with Vulnerable Sector Screening (Formerly Criminal Record Check)

18-32R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Police Information Check with Vulnerable Sector Screening* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-33R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Police Information Check with Vulnerable Sector Screening* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

b. Board Policy 7010: Student Fees and Band Instruments Rental
(Merging of Board Policies 7010 and 7065)

18-34R

Moved: Trustee Young Seconded: Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of Board Policy 7010: *Student Fees and Band Instruments Rental* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-35R

Moved: Trustee Young Seconded: Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt Board Policy 7010: *Student Fees and Band Instruments Rental* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

c. Board Policy 7015: Catchment Areas/Cross Boundary Transfer

18-36R

Moved: Trustee Young Seconded: Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the revisions to Board Policy 7015: *Catchment Areas/Cross Boundary Transfer* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-37R

Moved: Trustee Young Seconded: Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt Board Policy 7015: *Catchment Areas/Cross Boundary Transfer* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

d. Board Policy 7054: Transportation of Students by District School Bus Service

18-38R

Moved: Trustee Young Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the revisions to Board Policy 7054: *Transportation of Students by District School Bus Service* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-39R

Moved: Trustee Young Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt Board Policy 7054: *Transportation of Students by District School Bus Service* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

e. **Board Policy 7059: Corporate/Community Sponsorships, Partnerships and Advertising in Schools** (*Merging of Board Policies 7059 and 7060*)

18-40R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the revisions to Board Policy 7059: *Corporate/Community Sponsorships, Partnerships and Advertising in Schools* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-41R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt Board Policy 7059: *Corporate/Community Sponsorships, Partnerships and Advertising in Schools* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

f. **Board Policy 7155: Emergency Preparedness**

18-42R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the revisions to Board Policy 7155: *Emergency Preparedness* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-43R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt Board Policy 7155: *Emergency Preparedness* and its attendant Administrative Procedure at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

g. **Administrative Procedure: Performance Management Process – Superintendent of Schools and Exempt Staff**

(Formerly Board Policies 6195 and 6196)

18-44R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Performance Management Process – Superintendent of Schools and Exempt Staff* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-45R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Performance Management Process – Superintendent of Schools and Exempt Staff* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

h. Administrative Procedure: Emergency Closure of Schools/Worksites - Employees (Formerly Board Policy 6135)

18-46R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Emergency Closure of Schools/Worksites - Employees* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-47R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Emergency Closure of Schools/Worksites - Employees* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

i. Administrative Procedure: Emergency Closure of Schools - Students (Formerly Board Policy 7160)

18-48R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Emergency Closure of Schools - Students* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-49R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Emergency Closure of Schools - Students* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

j. Administrative Procedure: District Scholarships (Formerly Board Policy 7061)

18-50R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *District Scholarships* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-51R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *District Scholarships* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

k. Administrative Procedure: Boarding Subsidy
(Formerly Board Policy 7070)

18-52R

Moved: Trustee Young Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Board Subsidy* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

18-53R

Moved: Trustee Young Seconded: Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Board Subsidy* at its Regular Board Meeting of February 27, 2018.

CARRIED UNANIMOUSLY

l. Rescinding of Policies

18-54R

Moved: Trustee Young Seconded: Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) rescind the following Board Policies at its Regular Board Meeting of February 27, 2018:

- 6135: *Emergency Closure of Schools/Worksite - Employees*
- 6195: *Evaluation of Chief Executive Officers*
- 6196: *Evaluation of Employees not Covered by Collective Agreement*
- 7060: *Sponsorship*
- 7061: *District Scholarships*
- 7065: *Band Instruments Rental*
- 7070: *Boarding and Lodging Allowance*
- 7160: *Emergency Closure of Schools (Student)*

CARRIED UNANIMOUSLY

16. TRUSTEE ITEMS

None

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

None

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 8:38 p.m.

CHAIRPERSON

SECRETARY TREASURER



IN-CAMERA MEETING

SECTION 72 REPORT
February 20, 2018

ATTENDEES:

Trustees

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

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent of Schools
Karin Hergt	Executive Assistant (Recording Secretary)

The Board of Education discussed the following matter(s):

- Labour Relations
- Land
- Legal

The Board of Education approved motions regarding the following matter(s):

- Personnel

Chairperson

Secretary Treasurer



NEWS RELEASE

For Immediate Release
2018PREM0003-000291
Feb. 28, 2018

Office of the Premier

Students and B.C. government taking a stand against cyberbullying

VICTORIA – Today, students and government leaders called for a united front against bullying, especially cyberbullying.

Premier John Horgan, Minister of Education Rob Fleming and B.C. MLAs joined about 100 students on the steps of the B.C. parliament buildings.

“Everyone deserves to be treated with respect and kindness, whether it is in the schoolyard or on social media,” Premier Horgan said. “I’m proud of the students who have come here today to make it clear that bullying, in any form and in any space, is unacceptable.”

B.C.’s 11th-annual Pink Shirt Day event included spoken-word poetry and choir performances by Reynolds Secondary students with strong messages against cyberbullying. Students from Cedar Hill Middle school also came to show their support.

“Cyberbullying touches the lives of B.C. kids every day,” Fleming said. “We all have a role to play in making sure students feel safe in the classroom, at home and online. By supporting positive online practices, we can help keep students safe and encourage respectful behaviour towards others.”

Government has proclaimed today as Bullying Awareness Day, highlighting B.C.’s commitment to ensuring a safe and inclusive province for all. Those in attendance at today’s Pink Shirt Day event in Victoria were encouraged to speak out against negative online posts, and to spread kindness instead, using the hashtags #PinkShirtDay and #ERASEBullying.

To ensure parents have the tools they need to support their children as they navigate the digital world, government is providing \$100,000 to the B.C. School Superintendents’ Association (BCSSA) to offer social media education sessions to parents in every school district this school year. BCSSA will be partnering with Safer Schools Together to offer the session, called Raising Digitally Responsible Learners. This session was successfully piloted to approximately 120 parents last year.

“Parents play an important role in the safety and upbringing of their children both with respect to on and offline behaviours,” said Carol Todd, mother and founder of the Amanda Todd Legacy Society. “Parents have a need to become better informed on how their children are using technology and, more importantly, how to support them in conversations related to social media and cyberbullying.”

Parents and students can access bullying prevention resources, and an online anonymous bullying reporting tool at www.erasebullying.ca, part of the Province’s comprehensive bullying prevention strategy, ERASE (Expect Respect and a Safe Education). Since its launch in 2012,

ERASE has received national and international recognition for its work in keeping students safer.

The Ministry of Education is also providing \$35,000 to the B.C. Confederation of Parent Advisory Councils to work in collaboration with the ARC Foundation (Awareness. Respect. Capacity) to develop a new set of SOGI (Sexual Orientation and Gender Identity) resources for parents, including a brochure and online videos. The brochure can be viewed at www.sogieducation.org and the videos will be posted there by the end of March.

“All forms of bullying and harassment have no place in B.C. schools. We need to keep our children safe from cyberbullying and intolerance in schools, in the community and at home,” said Jen Mezei, president of the B.C. Confederation of Parent Advisory Councils (BCCPAC). “The social media presentations and SOGI resources will help parents have frank, open and informed conversations with their children, and teach them how to accept others, so we are all treated with mutual dignity and respect.”

Quick Facts:

- 19% of Canadian children have experienced cyberbullying or cyberstalking: <http://www.statcan.gc.ca/pub/75-006-x/2016001/article/14693-eng.htm>
- Research suggests vulnerable youth are at a greater risk of mental health challenges and may be more susceptible to bullying and cyberbullying behaviour.

Learn More:

For more information visit:

www.pinkshirtday.ca

www.erasebullying.ca

www.saferschoolstogether.com

Contacts:

Sage Aaron
Communications Director
Office of the Premier
778 678-0832

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

Connect with the Province of B.C. at: news.gov.bc.ca/connect



INFORMATION BULLETIN

For Immediate Release
2018MAH0004-000304
March 1, 2018

Ministry of Municipal Affairs and Housing

Thinking of running for local office?

VICTORIA – People considering running in local elections now have access to resources that provide information about the roles and responsibilities of elected local officials.

Educational videos and a brochure are available online, at local government candidate information sessions and at orientations for newly elected officials. These new resources will help people to make informed decisions about running for local government offices.

General information about expectations of locally elected officials, their roles and responsibilities and about how local governments make decisions is available through these new resources.

The informative videos feature current local government officials and staff from throughout the province providing their perspectives in five areas:

- What is local government?
- Characteristics of an effective local official
- Roles and responsibilities of staff and elected officials
- Testing readiness to be an elected official
- What contributes to effective decision making?

In an effort to create awareness, the Local Government Management Association, Local Government Leadership Academy, Union of B.C. Municipalities and the Ministry of Municipal Affairs and Housing worked to develop the materials for a diverse audience of prospective candidates.

Learn More:

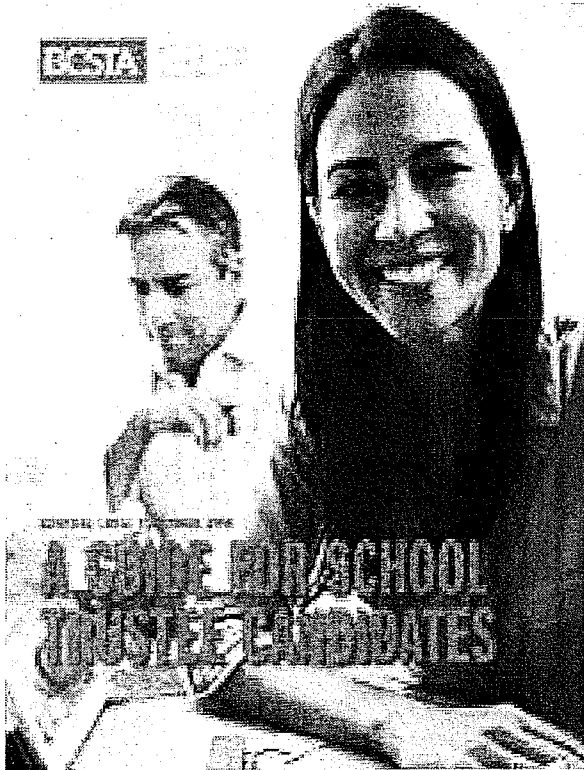
Thinking of running for local office? Visit: www.gov.bc.ca/localgov-thinking-running-local-office

Contact:

Lindsay Byers
Media Relations
Ministry of Municipal Affairs and Housing
778 678-5539

Connect with the Province of B.C. at: news.gov.bc.ca/connect

Elections Resource: *A Guide for School Trustee Candidates*



The Local Elections Engagement Committee has been working on *A Guide for School Trustee Candidates*, a resource material for prospective school trustee candidates who are planning on running in the October 2018 general local elections.

The *Guide* contains simplified information on the roles of boards of education, what school trustees do, what kind of skills are good to have when pursuing trusteeship, what the trustee schedule can be like, who is eligible to run, potential conflicts of interests, how to get started with campaigning, campaign financing and where to go for more information.

The *Guide* is not meant to cover all the details of trusteeship, but rather, give prospective candidates a glimpse of what the role is like, the impact they can make in leading and overseeing their community's valuable investments in public education, and how much learning and hard work it takes to be successful at trusteeship.

A Guide for School Trustee Candidates is now available on the BCSTA website and a version that can be customizable is also available so that each board of education can input their own schedule in the version of the *Guide* that they will distribute in their communities.

Stay tuned. More materials are being developed in the lead-up to the BC General Local Elections.



INFORMATION BULLETIN

For Immediate Release
2018EDUC0004-000306
March 1, 2018

Ministry of Education

Finding a better way to support school districts, student success

VICTORIA – The review panel for the K-12 Public Education Funding Review has been selected by Minister of Education Rob Fleming, and the guiding principles for a new funding model have been finalized.

The principles were co-developed by the Province and the B.C. School Trustees Association, the co-governors of B.C.'s public school system.

Fleming has appointed Chris Trumpy, a former deputy minister of finance, as the chair of the panel, which will consult with stakeholders and undertake further research and analysis on a new funding model. He will be joined by the following panel members:

- **Flavia Coughlan**
 - Secretary-treasurer, Maple Ridge-Pitt Meadows District
 - Vice-president, B.C. Association of School Business Officials (BCASBO)
- **Piet Langstraat**
 - Superintendent, Greater Victoria School District
 - Former superintendent in the Alberta school system
- **Lynda Minnabarriet**
 - Secretary-treasurer, Gold Trail School District
 - Chair, B.C. Education Marketplace
- **Kelly Pollack**
 - Partner, Human Capital Strategies
 - Founder and former CEO, Immigrant Employment Council of B.C.
- **Philip Steenkamp**
 - Vice-president, external relations, University of British Columbia
 - Former deputy minister, ministries of Advanced Education, Aboriginal Affairs, Tourism, Culture and the Arts, and Regional Economic and Skills Development
- **Angus Wilson**
 - Superintendent, Mission School District
 - Former superintendent, Haida Gwaii School District

The panel will review the current funding model — how government distributes more than \$5.65 billion in operating funding to 60 boards of education throughout the province. The current system was established in 2002, and needs to be updated to reflect changes underway within B.C.'s education system, rising enrolment and to better support student success.

The goal of the review is to find a better way to provide equitable and predictable funding to boards of education. A new funding model should also look to better support vulnerable students, including children in care, children with special needs and Indigenous students, as well as rural and remote school districts, and those with fast-growing student populations.

Consultations with key education stakeholders will take place during the spring of 2018. The new model will be guided by the following principles:

1. Responsive: Allocate available resources among boards of education in consideration of unique local and provincial operational requirements.
2. Equitable: Facilitate access to comparable levels of educational services and opportunities for individual students throughout the province.
3. Stable and Predictable: Support strategic, multi-year planning for educational programming and school district operations.
4. Flexible: Respect the autonomy of, and not unnecessarily restrict, individual boards of education in the spending of their funding allocations to further student success.
5. Transparent: Calculate funding using a clear and transparent methodology.
6. Accountable: Allocate resources to boards of education in the most efficient manner and ensure that resources provided are being utilized as intended.

After consulting with stakeholders, the panel will summarize what it heard and recommend options for a new funding model to the ministry.

A new model will be developed by government with implementation planned for the 2019-20 school year.

Learn More:

For more information on the K-12 Public Education Funding Model Review:

<https://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/k-12-funding-and-allocation/k-12-public-education-funding-model-review>

Contact:

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

Connect with the Province of B.C. at: news.gov.bc.ca/connect



Board and Trustee Representative Committee Report

Trustee Representative: Julie Austin
Committee Name: **BLT Early Years Coalition**
Meeting Location: Family Place, Parksville
Meeting Time: March 1, 2018 12:00 pm

Mission Statement

Building Learning Together Early Years Coalition focuses on encouraging healthy relationships with families, with each other and with community as it relates to the importance of early learning and successful development for young children.

Strategic Priorities for 2017/18:

1. Decrease Qualicum EDI Reported Vulnerabilities
2. Create Strategies for Kindergarten Transition
3. Parent Engagement/Inclusion Approach
4. Connecting Early Years providers & strengthening local Early Years Collaboration

Discussed:

Pete the Cat – April 19 5-7pm Oceanside Place

- Look for the “Mellow Zone” if your child would like to have some quiet time
- SD 69 kindergarten teachers and other information on “First Steps to School”

2018 Provincial Budget Update:

- Fee reduction initiative for child care providers . Childcare providers must opt into this program. Forms to be submitted by April 1 (ongoing thereafter)
- More info at <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care/child-care-improvements>
- Family incomes up to \$45,000 will be fully subsidized. Incomes from \$45,000-111,000 will be subsidized on a sliding scale

District Food Need

All areas of our community are seeing an increase in the need to provide basic nutrition to families. We are seeing it in our schools and other organizations. How do we address this growing problem? What is the root cause?

Qualicum Quality Affordable Care met with Mayor Lefebvre re: putting childcare in public spaces.

BLT Early Learning Years coalition meetings hope to have a guest at every meeting from the caregivers’ community to keep us updated and informed on needs and issues as they arise.

A discussion on Trauma Informed Practice - who is trained or being trained in our community. How do we become more trauma informed?

Resource: Pediatrician Nadine Burke Harris explains that the repeated stress of abuse, neglect and parents struggling with mental health or substance abuse issues has real, tangible effects on the development of the brain.

https://www.ted.com/talks/nadine_burke_harris_how_childhood_trauma_affects_health_across_a_lifetime

SCHOOL DISTRICT 69 (QUALICUM)

STATUS OF ACTION ITEMS

Action Item	Responsibility	Status	Proposed Deadline
<p>Strategic Planning Process (January 24, 2017)</p>	<p>Superintendent</p>	<ul style="list-style-type: none"> • DPAC Consensusogram activity completed by DPAC, Trustees, PVP and school staff. • ThoughtExchange engagement to follow in Spring 2018. 	<p>July 1, 2018</p>
<p>Establishment of Performance Assessment Committee (June 24, 2014)</p>	<p>Senior Staff</p>	<p>Questions raised by previous Board in this regard are part of the considerations of the District Assessment, Evaluation and Reporting Committee. Additional consideration of appropriate performance measures are the subject of discussions being undertaken by the Ministry of Education in relation to the re-designed K-12 curriculum and BC graduation requirements. Board and Senior Staff are being accorded opportunities to inform these conversations.</p>	



SD69 QUALICUM

Ron Amos, Secretary-Treasurer

Memo

Date: March 13, 2018
To: Board of Education
cc: Rollie Koop, Superintendent
From: Ron Amos, Secretary-Treasurer
Re: **Board Financial Governance and Accountability Requirements Update**

As a follow up to the letter from the BC School Trustees Association (BCSTA) dated February 8, 2018 (see attached), this update will provide the Board with our progress to date.

The Ministry of Education has set an expectation that many of the key financial governance areas need to be implemented by all Boards of Education no later than June 30, 2018.

Policies required to be in place:

Budget, monitoring and reporting - completed

- Policy 4005 was adopted in April 2016

Accumulated Operating Reserve (Surplus) Policy - in progress

- Draft policy is currently circulating through the Board Policy Committee

Audit committee - completed

- On September 15, 2017 the Board of Education formally established an Audit Committee with oversight of audit and year-end financial statements

Initiatives to consider and begin implementation:

Training on the government's Taxpayer Accountability Principles – ongoing

- Opportunities are presented through Board/staff discussions (budget deliberations, financial statement and reporting discussions) and through future BCSTA workshops

Financial Statement Discussion and Analysis – established and ongoing

- The FSDA was prepared and introduced along with the presentation of the 2016/17 financial statements

Strategic planning – ongoing

- Continues as part of discussions with Board and Senior staff through work on the District's long term Strategic Plan

Risk assessments – ongoing

- Included as part of the annual discussions around budgets/projections/capital planning/staffing needs. We are currently awaiting further information from the Ministry on their expectations in this area.

Other initiatives include:

Long Range Facility Plan – completed

- The LRFP was approved October 24, 2017, with the understanding it would be reviewed annually

Capital Planning Committee – completed

- The Board approved the terms of reference for the committee on January 23, 2018. Its oversight of all matters arising from the planning for the physical facilities of the school district, will include the LRFP, annual facility grant and the Capital Planning process. The first meeting is scheduled for April 3.



British Columbia
School Trustees
Association

February 8, 2018

BCSTA Support for new Board Financial Governance and Accountability Requirements

In the Spring of 2017, the Ministry of Education released the “Financial Governance and Accountability for School Districts of British Columbia” Guide in response to recent Auditor General reviews and special advisor reports that recommended strengthening the financial accountability framework for school districts.

The Guide was developed in consultation with the BC School Trustees Association (BCSTA), BC Association of School Business Officials (BCASBO), BC School Superintendents Association (BCSSA), Auditor General of BC and the Ministry of Finance, with the Ministry of Education as the final author of the document. The Guide is intended to support Boards of Education and school district senior staff in their work as governors and financial stewards of our education sector.

The Ministry of Education has set an expectation that many of the key financial governance areas in the document (e.g. the establishment of audit committees and district reserves policy) need to be implemented by all Boards of Education no later than June 30, 2018.

Ministry of Education Pending Requirements

By June 30, 2018, Boards of Education are required to have the following policies in place for the 2018/19 school year:

- Budget, monitoring and reporting policy
- Accumulated operating reserve (surplus) policy
- Audit committees

In addition to these requirements, Boards of Education are also expected to consider and begin implementation of the following initiatives by June 30, 2018:

- Training for all trustees and senior staff on the government’s Taxpayer Accountability Principles, and incorporation these principles into school district codes of conduct
- Financial statement discussion and analysis
- Strategic planning
- Risk assessments

BCSTA Support for This Process

To support successful implementation and continuous improvement in the sector, BCSTA is developing additional guides, tools and policy templates that will be made available to school districts over the next couple of months. The resource materials are currently being written and ‘field tested’, toward ensuring they adequately meet the needs of boards. All of the template materials are, however, intended to serve as a base or starting point for local boards, and may be modified to best address local circumstance and preferences. In addition, BCSTA will be coordinating trustee orientation and training sessions beginning this spring and into the next school year as part of our professional learning programs.



British Columbia
School Trustees
Association

Guidelines, Tools and Templates

It is recognized that boards and school districts are at various stages of implementing these requirements. To best support districts, BCSTA is developing a comprehensive set of best practice materials, tools and policy templates that can be utilized by districts to either create and implement new policies or to assess their existing policies against best practices and recent government direction.

The guidelines will be made available on the BCSTA HUB starting in mid-February, and will be continually updated as new materials are developed, or as policy direction from the Ministry of Education and suggested best practices evolve.

Training

Orientation and training sessions for individual boards (and their senior staff) will be offered beginning this spring and extending into the 2018/2019 school year. The sessions are intended to orient trustees to these new requirements and to support boards in understanding their new roles and responsibilities when serving on audit committees or providing other financial oversight duties. The sessions will also provide training on school district financial literacy, which is a required competency of Audit Committee members. Boards that are interested in receiving this training and these services can contact BCSTA's CEO, Mike Roberts, directly.

In all cases, we recommend any training, as well as the final determination of district policy and procedures, be done in partnership with your senior staff.

Professional learning sessions are also being organized for the fall 2018 Trustee Academy and the New Trustee Joint Academy (with BCPSEA) in January 2019. More information on these learning sessions will be communicated early in the fall.

For more detailed information on these new Ministry of Education requirements, please refer to the attached PowerPoint presentation.

The Ministry of Education Financial Health working group materials can be accessed here:

- <https://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/school-district-financial-reporting/financial-health-working-group>



PURPOSE

A bylaw to provide for the various procedures and conduct of meetings.

I. INAUGURAL MEETINGS

1. The Inaugural Meeting of the Board of Education, in each year following Trustee Elections, shall be held on the first ~~Tuesday~~ **Monday** after the first ~~Monday~~ after ~~December~~ **November** 1.
2. The Chairperson of the Inaugural Meeting shall be the Secretary Treasurer until such time as the Chairperson of the Board has been elected.
3. Election of the Chairperson shall be in accordance with the procedures outlined in Section II.
4. The interim Chairperson shall announce the results of the trustee elections prior to the swearing-in ceremonies.
5. The Swearing of Oaths and the taking of Declarations shall be done by the Secretary Treasurer, or by a Judge of a Court of Record or by a Justice.
6. The interim Chairperson shall call for nominations for Chairperson of the Board by ballot and then declare nominations closed. A ballot vote shall be held and that person receiving more than one-half of the total number of votes cast shall be declared elected. If no person receives a clear majority, the person with the least number of votes shall be dropped and a further ballot conducted. If a tie vote shall continue to occur, the meeting shall be adjourned for a period of not more than one week to a time when all members of the Board are able to be present.
7. Following the election of the Chairperson of the Board the order of business shall be:
 - a. Election of a Vice Chairperson of the Board
 - b. Motion to destroy the nomination and election ballots
 - c. Passage of Banking Resolutions
 - d. Discussion of Committee and Representative Appointments
8. The election of Vice Chairperson shall follow the same procedure as that for the Chairperson.

II. ANNUAL ELECTION OF CHAIRPERSON & VICE CHAIRPERSON OF THE BOARD (non-election years)

1. The Chairperson and the Vice Chairperson shall be elected for a term of one year commencing September 1st of each year, except in election years.

The election shall be held at the Regular Board Meeting held in August of each year, except in election years. In an election year, the Chairperson and Vice Chairperson terms will extend up to the trustee elections.



SCHOOL DISTRICT No. 69 (QUALICUM)

BOARD BYLAW 2

BOARD STRUCTURE

(Page 2 of 3)

2. Until the Board Chairperson is elected, the Interim Chairperson of the meeting shall be the Secretary Treasurer.
3. The interim Chairperson shall call for nominations by ballot for Chairperson of the Board and then declare nominations closed. A ballot vote shall be held and that person receiving more than one-half of the total number of votes cast shall be declared elected. If no person receives a clear majority, that person with the least number of votes shall be dropped and a further ballot conducted. If a tie vote shall continue to occur, the meeting shall be adjourned for a period of not more than one week to a time when all members of the Board are able to be present.
4. Following the election of Chairperson of the Board, the order of business shall be:
 - a. Election of Vice Chairperson of the Board;
 - b. Passage of Banking Resolutions
 - c. Discussion of Committee and Representative Appointments
5. The election of the Vice Chairperson of the Board shall follow the same procedure as that for the Chairperson of the Board.

Reference: Section 67 of the *School Act*

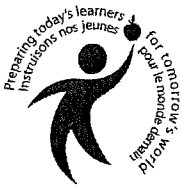
III. APPOINTMENT OF TRUSTEE REPRESENTATIVES

The Chairperson of the Board of Education shall annually appoint Trustee Representatives to External and District Internal Committees.

Trustee representation and participation on committees shall be approved by the Board of Education.

IV. TRUSTEE REMUNERATION

1. Trustee Remuneration will be established as follows:
 - In the first year of the term the remuneration will be the previous year's Provincial Average Trustee Remuneration as established by BCSTA
 - In all subsequent years of a term, the remuneration will be increased by the Consumer Price Index of the previous calendar year.
2. Each Trustee shall receive an annual remuneration of which two-thirds is paid as remuneration and one-third is paid as an expense allowance. The remuneration and expense allowance shall be paid on a monthly basis.
3. The Chairperson shall receive an additional 20% of the base Trustee Remuneration. The Vice-Chairperson will receive an additional 10% of the base Trustee Remuneration.
4. Each Board, during budget deliberations in the fourth year of its term, shall review the Trustees' Remuneration and make any adjustments the Board deems appropriate.



V. CHAIRPERSON AND PRESIDING OFFICERS

1. The Chairperson shall preside at all meetings of the Board, shall perform all duties imposed by the statutes and shall perform such other duties as may be prescribed by law or by action of the Ministry of Education.
2. The Vice Chairperson shall have the powers and duties of the Chairperson, in the Chairperson's absence or during the Chairperson's disability, and such other powers and duties as the Board may from time to time determine.
3. In the event that neither the Chairperson nor the Vice Chairperson is able or willing to take the Chair the presiding officer shall be such person as the Board may elect for that meeting.
4. The presiding officer shall rule on all points of order and shall state reasons and the authority for ruling when making a ruling.

A Board member shall have the right to appeal the presiding officer's ruling.

An appeal may only be requested immediately after a ruling and before resumption of business.

VII. TITLE

This bylaw may be cited as "School District No.69 (Qualicum) Board Structure Bylaw No. 2."

Read a first time this 13th day of March, 2018.

Read a second time this _____ day of _____, 2018.

Read a third and final time, passed and adopted this _____ day of _____ 2018.

CHAIRPERSON OF THE BOARD

SECRETARY TREASURER