



**REGULAR BOARD MEETING MINUTES**

TUESDAY, OCTOBER 25, 2022  
6:00 PM  
VIA ZOOM

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**ATTENDEES**

**Trustees**

Eve Flynn	Chairperson
Laura Godfrey	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

**Administration**

Peter Jory	Superintendent of Schools
Gillian Wilson	Associate Superintendent of Schools
Ron Amos	Secretary Treasurer
Rudy Terpstra	Director of Instruction
Phil Munro	Director of Operations
Sarah Hung	Vice Principal, Springwood Elementary School Qualicum District Principals/Vice Principals' Association

**Education Partners**

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

**1. CALL TO ORDER**

Chair Flynn called the Zoom meeting to order at 6:00 p.m.

**2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Chair Flynn acknowledged that the Board was meeting on the territory of the Coast Salish people and thanked the Snaw'naw'as and Qualicum First Nations for allowing the board to live, work and play on their shared territories.

**3. ADOPTION OF THE AGENDA**

**22-119R**

*Moved:* Trustee Godfrey      *Seconded:* Trustee Kurland

**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: September 13, 2022
- b. Ratification of In Camera Board Meeting Minutes: September 13, 2022
- c. Receipt of Ministry News Releases
  - Minister's, K-12 education partners' statement on support for SOGI
  - Families will save big as child care fees cut as much as \$550 more/month
  - Premier's Awards for Excellence in Education winners, finalists celebrated
- d. Receipt of Reports from Trustee Representatives
  - Early Years Table – Trustee Young
  - Oceanside Health & Wellness – Trustee Young
- e. Receipt of Status of Action Items – October 2022

**22-120R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of October 25, 2022, as presented.  
CARRIED UNANIMOUSLY

**5. DELEGATIONS/PRESENTATIONS**

None

**6. BUSINESS ARISING FROM THE MINUTES**

None

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

Matt Woods, President, commented as follows:

- Appreciation to Laura Godfrey for her service as a trustee in the district over the past four years.
- Thanks to all school board trustee candidates for their campaigns and thoughtful insights regarding the MATA questionnaire that was sent out during the election period.
- Welcome to all returning Trustees Austin, Flynn, Kurland and Young and Trustee Elect, Carol Kellogg and thanks to each of them for their involvement, support, commitment and advocacy toward public education.
- Encouragement for all trustees to not only visit their liaison schools regularly but also to visit each school as each one has its own culture that has been created and cultivated with the support of district and school administration.
- Suggestion that the Board bring back 'Coffee Talks' as teachers enjoyed the opportunity to share their successes as well as challenges they are facing.
- Recommendation for trustees to speak with Principals to hear how each school has used the funds received through the Student and Family Affordability Fund.
- On October 21<sup>st</sup> MATA members participated in a number of Professional Development Day activities both in and out of the district as well as on line which provide growth in specific areas of the curriculum and/or improvement in their personal practice.
- MATA looks forward to a continued collaborative spirit between education stakeholders, finding collaborative solutions and seeing decisions change into measurable action.

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

Sherrie Brown, President, commented on the following:

- Congratulations to the successful trustee candidates and welcome to the new and returning trustees.
- Farewell to Trustee Godfrey with appreciation for her work and support over the past 4 years.
- A Provincial Framework Agreement has been reached between the K-12 President Council, which represents BC School Districts, and the BC Public School Employers' Association (BCPSEA). Thank you to the K-12 Presidents council for their work
- Support Staff attended a variety of sessions offered on the Provincial Professional Development Day held on Friday, October 21<sup>st</sup>.
- CUPE Local 3570 is preparing for the November 11<sup>th</sup> Remembrance Day ceremonies and will be donating wreaths to the local Canadian Legions.

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

Karri Kitazaki, Vice President, commented on the following:

- Results of the DPAC elections which were held last week. The newly elected Council looks forward to working with individual school PACs.
- Appreciation to the trustee candidates who participated in the DPAC hosted 'Meet the Trustees Town Hall'.
- It was noted that trustee candidates are not included in the municipal All Candidates meetings although they are on the same ballot so DPAC will consider that in 4 years.

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

None

**11. ACTION ITEMS****a. District Instructional Calendar Revisions**

Associate Superintendent Wilson noted that the calendar previously approved was revised by one school day in recognition of the passing of Queen Elizabeth II and resulted in a reduction of the instructional minutes for the year.

**22-121R**

*Moved:* Trustee Young      *Seconded:* Trustee Kurland

**THAT** the Board of Education approve the revised District Instructional Calendars as presented

**CARRIED UNANIMOUSLY**

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

Peter Jory, Superintendent of Schools, reported on the following:

- The Strategic Planning surveys for parents and guardians have gone out and come back. These asked respondents to remark on our strengths and stretches, their ideas for what skills, knowledge, and attitudes our students should demonstrate when they leave the school system, and also to give the board feedback on their new DRAFT Vision, Mission, and Values. So

far, there have been approximately 130 responses. The links will be open for another week or so.

- The Superintendent will then take the responses from the survey and form them into themes which will be used to help design the questions and conversation starters for upcoming focus groups at schools and worksites. Adding to all this information gathering will be contributions from the next Indigenous Equity Scan session scheduled for Friday, November 4<sup>th</sup> at Qualicum Commons, and also from the New Curriculum surveys from June. At the next superintendent and trustee discussion session, they will take a look at the responses for the district's vision, mission, and values, and determine whether there will be any changes to the draft work developed so far prior to bringing them back to the next public meeting for the new board to potentially approve.
- Congratulations the re-elected trustees and welcome to Carol Kellogg, the newly elected trustee. Thank you also to departing Trustee Laura Godfrey for her great work and wise counsel while serving.
- The Family and Student Affordability Fund has been received, with school spending at \$57,366 to date of the \$448,000 provided to the district. School principals have consulted with their parent advisory councils and are using this funding to relieve cost pressures in the areas of fees, field trips, and food. School administrators have been asked by the Superintendent to provide regular updates to their parents and guardians regarding their spending to help track the impact.
- Thank you to all district staff for their hard work and enthusiasm this October. Superintendent Jory has been out in schools more frequently this year and observed staff and students smiling and engaged in their work and in their learning.

**b. Education Update**

Rudy Terpstra, Director of Instruction, reported on the following:

- Spaces assessment platform onboarding is going well with 30 classes and 151 families engaged and 500 students on board. A lead has been trained in all schools and they have been doing school presentations to support teachers to get involved as they so choose. Mr. Terpstra added a caveat to parents that next year's phase in roll out is just that; while parents may become engaged and resources were sent out for parents wanting to find out how to engage on that aspect, at this point the focus for this year is on students in classrooms.
- My Blueprint, which is our career education side of that same platform, all administrators, counsellors and career education staff have been provided with in-service and there are 39 teachers on board for that. The next part of that is focusing on the two high schools. This program now is solely for the high school although it will have aspects for Elementary in the future.
- Thank you to Lesley Rowan, District Principal of IT, and Greg Lewis for supporting these platforms at the district level.
- Ed Plan Insight was a new data platform introduced last year. The district has the provincial FSA data for 2020, numeracy 10 to 2021 and district summative marks (previously known as report cards) for K-12 students from June. This fall, with support from the Teaching & Learning Team, a district-wide Write assessment for grades 3 and 5 is being implemented as well as a Numeracy 6 assessment. Those will provide teachers with a good snapshot of their students' learning profiles by the new year.

- A new Reporting Order comes into effect in September 2023 and district staff are considering its impacts and interpretations for how it will implement the new Learning Updates. SD69 is ahead of the assessment curve compared to other districts and, therefore, the change may not have as large an impact. The district is in the process of moving K-7 reporting from SSDAS to MyEdBC which should provide simpler access to the same grade of reporting to homes.
- The third of the Katie White Dinner Series was held on October 24<sup>th</sup>. Attendees focussed on the power of flexibility in how students are engaged and how their learning is shown in curriculum competencies.
- The 2<sup>nd</sup> of the Walking Alongside Sessions will be held on November 3<sup>rd</sup>.

Gillian Wilson, Associate Superintendent, reported on the following:

- Encouraged trustees to visit Nanoose Bay Elementary School for a good example of how they are weaving Indigenous Education into everything they are doing.
- Attended a Safe Schools Coordinator meeting on October 24<sup>th</sup>. She commended school administrators, teachers and support staff who provide a multi-lateral look at students to determine how best to support them, as well as the community organizations which support families in the district.
- The Oceanside Building Learning Together license for the additional 23 child care spaces at the daycare at Arrowview Elementary has been approved.
- She and the MATA president are working on the next Curriculum Implementation Advisory Committee meeting to identify recommended resources to the Board.
- Acknowledgement to DPAC for arranging the White Hatter information sessions for parents on internet safety and digital literacy.

**c. Enrolment Report**

Associate Superintendent Wilson reviewed the enrolment report as provided in the agenda package and highlighted the following:

- The changes to the Springwood Elementary School boundary have worked well to ease the pressure at that site and resulted in enrolment between that school and Oceanside Elementary School almost being equal. Staff have also right-sized the Parksville Alternate Secondary School Program (PASS) with discussions occurring with the District Based Team when a student is being referred to the program.
- Another area staff are focusing on is to build success for students who are working online and helping them make selections that better match their way of learning.
- Projections have not been met for the Collaborative Education Alternative Program (CEAP) and staff are working with activation dates. The district is not funded until students have completed 10% of their courses.
- At this stage, the 1701 numbers will be based on 4298 students, from which the district receives its initial funding.
- The Primary Community Learning class is full with 20 students and there are a number of other families curious about the program.

**d. Class Size Report**

Associate Superintendent Wilson referred to the class size report as provided in the agenda package for classes that are over 30 students. There are some other classes that are over; however, those may have 2 teachers assigned to them. For

the four classes that are over 30 students, staff work on remedies for those teachers. Those classes are 'one-offs' in that there may not have been another option for a student to take the course in another semester and counsellors work to provide student with courses they need for graduation.

**e. Trustee Elections Final Report**

Secretary Treasurer Amos reviewed the results of the recent trustee elections as provided on the declaration of official election results. He congratulated all the successful candidates and wished bon voyage to outgoing trustee, Laura Godfrey.

He then advised the Board that the BC School Trustee Association (BCSTA) has sent out certificates to current trustees in recognition of their service to public education and he shared the number of years each one has served as a trustee in the public education system.

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

**a. Final Approval for Kwalikum Secondary Student Trip to Europe**

Chair Flynn noted that it is not part of the Board's practice to have a statement from an absent trustee read; however, the Board will allow it in this instance and trustees will not have the opportunity to ask for further information as the trustee making the statement is not present.

Trustee Young read a statement from Trustee Austin addressing her concern that this opportunity is not one that has some sort of subsidy or financial assistance other than fundraising by the students and questioning whether the trip is truly equal access for all students as indicated on the request for preliminary approval. As a board-sanctioned trip, conditions should be in place to ensure true accessibility for all.

**22-122R**

*Moved:* Trustee Flynn      *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) give final approval for the Kwalikum Secondary student trip to Europe from March 20 to April 1, 2023.

**CARRIED UNANIMOUSLY**

**14. POLICY COMMITTEE OF THE WHOLE REPORT**

**a. Administrative Procedure Updates**

Superintendent Jory referred to his memo which provided the background to the revised or rescinded administrative procedures being presented.

Trustee Young was thanked for all her work in chairing the Policy Committee of the Whole and for thoughtfully and steadily moving the review of policies forward.

**22-123R**

*Moved:* Trustee Young      *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) receive the revisions to the administrative procedures from sections 100 through 500 as presented.

**CARRIED UNANIMOUSLY**

**b. Rescinding of Administrative Procedure****22-124R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve rescinding the stand alone Administrative Procedure: Physical and Health Education Curriculum Provisions for Alternate Delivery of Instruction.

**CARRIED UNANIMOUSLY**

**15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT****a. Receipt of the PRISM Reports****22-125R**

*Moved:* Trustee Flynn      *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) receive the Reports by Prism Engineering from the facilities investigation conducted at Oceanside Elementary, Qualicum Beach Elementary, Springwood Elementary, Ballenas Secondary and Kwalikum Secondary Schools as part of BC Hydro's Continuous Optimization for Commercial Buildings Program, as presented.

**CARRIED UNANIMOUSLY**

**b. Fitness for All Proposal**

Secretary Treasurer Amos provided the potential cost of providing space rent-free at the Qualicum Commons by the Qualicum Community Education & Wellness Society (QCEWS) to create an accessible gym for their Fitness for All proposal. The challenge is the facility's condition and the ongoing expenses to upkeep the site, which was reviewed by the Director of Operations, Phil Munro, at the October Finance & Operations Committee of the Whole Meeting.

**22-126R**

*Moved:* Trustee Flynn      *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) request staff to investigate further the cost and other implications associated with the *Fitness for All Proposal* by the Qualicum Community Education & Wellness Society.

**CARRIED UNANIMOUSLY**

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

No Reports

**17. TRUSTEE ITEMS**

Trustee Young shared information about the following upcoming events:

- Spooktacular is scheduled for October 27<sup>th</sup> at Storybook Village at the Qualicum Commons for young learners and families with young children were invited to attend and participate in the activities being offered.
- November 25<sup>th</sup> will be A fundraiser dance for the Oceanside Community Track Society is being held on Friday, November 25<sup>th</sup> and tickets will be available soon.

**18. NEW OR UNFINISHED BUSINESS**

None

**19. BOARD CORRESPONDENCE AND MEDIA**

None

**20. PUBLIC QUESTION PERIOD**

Trustees/senior administrators received comments and/or answered questions on the following topics:

- Fitness for All Proposal
- Alternate delivery of instruction

**21. ADJOURNMENT**

Trustee Godfrey moved to adjourn the meeting at 7:05 p.m.

*Original Signed Copy on File*

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CHAIRPERSON

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SECRETARY TREASURER