



**REGULAR BOARD MEETING MINUTES**

TUESDAY, FEBRUARY 28, 2023  
6:00 PM  
VIA ZOOM

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**ATTENDEES**

**Trustees**

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

**Administration**

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent of Schools
Rudy Terpstra	Director of Instruction
Lesley LaCouvée	Principal, École Oceanside Elementary School Qualicum District Principals/Vice Principals' Association

**Education Partners**

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

**1. CALL TO ORDER**

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

**2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Chair Flynn acknowledged that the land on which the board lives, works and plays are the shared territory of the Snaw-Naw-As and Qualicum Nations.

**3. ADOPTION OF THE AGENDA**

Trustee Austin suggested that business arising be moved until after partner groups speak and after public questions and comments. Her rationale was that when it was first introduced it was to provide people with the opportunity to comment or ask questions on items related to the agenda, particularly those topics for which the board was considering a recommendation.

Trustees were not in agreement to rearrange the agenda; however, the topic was deferred to the Policy Committee of the Whole for further consideration.

**22-06R***Moved:* Trustee Kellogg*Seconded:* Trustee Kurland

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

CARRIED UNANIMOUSLY

**4. APPROVAL OF THE CONSENT AGENDA**

- a. Approval of Regular Board Meeting Minutes: January 24, 2023
- b. Ratification of In Camera Board Meeting Minutes: January 24, 2023
- c. Ratification of Special In Camera Board Meeting Minutes: January 17, 2023
- d. Receipt of Ministry News Releases
  - BC launches anti-racism action plan for K-12 students
  - Joint Statement on Black History Month
  - 2023 ChildCareBC Awards of Excellence Nominations Now Open
  - More children will be supported with inclusive child care
  - BC throne speech outlines plans to build a stronger, more secure future
  - BC will formally recognize National Day for Truth and Reconciliation
  - Premier's, minster's statement on Pink Shirt Day
- e. Receipt of Reports from Trustee Representatives
  - Oceanside Health and Wellness Network – Trustee Young
  - OBLT Early Years Coalition – Trustee Kellogg

**23-07R***Moved:* Trustee Kellogg*Seconded:* Trustee Young

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of February 28, 2023, as presented.

CARRIED UNANIMOUSLY

**5. DELEGATIONS/PRESENTATIONS**

None

**6. BUSINESS ARISING FROM THE MINUTES****a. In Person/Zoom/ Recording of Board Meetings**

Superintendent Jory spoke to his briefing note provided in the agenda package which provided some options for the board to consider as to how it would hold and/or record its meetings.

Trustees considered the options provided with each sharing their point of view as to whether or not particular meetings should be recorded. It was noted that there is a difference between how Board Meetings held in public are run under Roberts Rules of Order and how the Committee of the Whole meetings are run more by consensus. Consideration was given to holding the Education Committee of the Whole (ECOW) meetings at rotating schools throughout the district versus the carbon savings from holding the meetings virtually.

There was also a concern in that any students presenting would require prior permission in order to be video and/or audio recorded. While it would be possible to stop and restart a recording for those students who did not have parental permission to be recorded, the post-editing piece to cut or blur that portion of the

recording would be time consuming for staff prior to converting and posting the recording on YouTube.

After further deliberation trustees determined that they would like additional time to consider how best to hold the ECOW meetings and that topic will be brought to the April ECOW for further discussion.

### **23-08R**

Moved: Trustee Flynn                      Seconded: Trustee Kellogg

**THAT** the Board of Education of School District No. 69 (Qualicum) hold its monthly Regular Board meetings and its Policy and Finance & Operations Committee of the Whole meetings virtually via Zoom and that they be recorded and posted with sufficient technology provided to mask students identity when appropriate.

CARRIED UNANIMOUSLY

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

Matt Woods, MATA President, commented on the following:

- Union meetings are usually held on Tuesdays and, as previously mentioned, the Education Committee of the Whole meetings would be in conflict with union business on that day of the week and it would be problematic to get to an in-person event.
- February 28 officially marks the end of February; a month that celebrated and honoured Black History. He shared that over the winter break he was able to visit the Apex museum in Atlanta which is a museum dedicated to celebrating Black history. There was a lot of history that he learned during that visit but one of his key take-aways was that Black history is more than only American black history, the underground railway, or highlighting Black achievements.
- He is pleased that the BC government has formally recognized a National Day for Truth and Reconciliation. He is confident that this day will be a day of learning for all, not only just for students, but for parents and families to learn more about the local Snaw-naw-as and Qualicum culture and traditions as well as bringing attention to Truth and Reconciliation calls to action.
- February was also a time where we raise awareness to celebrate diversity, belonging and empowerment via Pink Shirt Day. He thanked the board for creating and implementing inclusive policies that provide safe schools and support the learning of all students and allowing teachers to prepare for this event.
- In regards to budget season, he was disappointed to listen to the provincial budget which included very few education highlights. The system continues to be underfunded across the province.
- Regarding the Paid Sick Days created in the Employment Standards Act, the Ministry did not fund that initiative appropriately and Boards have to balance the budget by making financial decisions that include supporting the workforce. He urged the Board to lobby the government to fund sick leave provisions in Collective Agreements that are separate from funding that is provided for operational and educational priorities.

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

No Report

## 9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Angel DeLange, DPAC President, commented on the following:

- Parent/Guardian volunteers enjoyed being part of the SD69 Community at the first Strategic Planning Session held on February 22nd.
- Due to unused BC Gaming Grant funds that were accrued over covid years, DPAC had approximately \$8K to spend this year on SD69 supports for families. DPAC is required to spend the funds by June 2023 and any unused would have to be repaid to the BC government. These excess funds are allowing DPAC to offer a wider variety of guest speakers and opportunities for school district families that they normally could not provide due to limited grant funds.
- DPAC will be hosting two sessions with Gary Anaka “The Brain Coach” from the Gaming Grant funds.
  - Understanding the Teenage Brain, Thursday, March 2, 2023
  - Beating Anxiety and Brain Stress, Tuesday, March 7th, 2023
 Details have been shared with schools and are posted on the district calendar.
- Following feedback from CUPE members who attended Mischa Oak’s LGBTQ Corporate Training, DPAC is in conversations with Mischa Oak to host a similar event for parents/guardians in SD69. Ms. DeLange thanked Rudy Terpstra, Director of Instruction, for helping to connect DPAC with Mischa.
- The DPAC secretary is working with her contacts to offer two first aid course options for parents; the first would include AED use and instructions, the second would include administering of Naloxone. Once costs are obtained and if it can be supported by the DPAC budget, DPAC will consider ways to offer the limited number of seats to parents/guardians.
- DPAC Swag orders close February 28<sup>th</sup>
- With four months remaining in this school year, DPAC will continue to focus on our accessibility bikes initiative, finding ways to enhance and support community connections and learning for our school community.

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

Chair Flynn reported that, prior to the meeting, trustees had received a series of questions and comments from a parent regarding the recording of Committee of the Whole meetings. Given the previous information provided by the Superintendent, the decision by the Board to record two of the Committee of the Whole Meetings, and the deferring of discussion on the format of the Education Committee of the Whole meetings to its April meeting, she would not be addressing each of those questions/comments at this meeting. Those comments/questions will be considered at the next Education Committee of the Whole.

## 11. ACTION ITEMS

### a. 2023-2025 Local School Calendar

Associate Superintendent Wilson referred to her briefing note and the process undertaken to draft the calendars. She thanked parents for the feedback to the calendar survey and to MATA for their collaboration on determining dates that are outside of their Collective Agreement. I.e. 2-week spring break as well as the dates for professional development.

### 23-09R

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

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the Two-Year (2023-2025) Local School Calendar as presented.

CARRIED UNANIMOUSLY

**b. 2023-2025 False Bay School Calendar****23-10R**

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

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the Two-Year (2023-2025) False Bay School Calendar as presented.

CARRIED UNANIMOUSLY

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

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

- The recent snowfall which resulted in some bus and route cancellations as well as a full school closure on Thursday, February 23<sup>rd</sup>. Discussions followed regarding the district's communications processes, not just for the day of closure, but also for the day after and all the days that include some form of potential service complication so that information is clear and consistent going forward.
- The third meeting of the Code of Conduct Working Group was held on February 13<sup>th</sup> and are one step closer to creating universal templates for our elementary and secondary schools that meet the legislative requirements while helping our staff, students and parents build a positive community. The next meeting will be held on Thursday, March 16, 2023.
- The first Strategic Planning session was held on February 22 with 40 participants. After reviewing the purpose of Strategic Planning, Superintendent Jory led 8 tables through a series of activities that considered student focus group data alongside staff and parent survey data within the frameworks of our vision, mission, values, draft principles of learning as well as the provincial Framework for Enhancing Student Learning (FESL) mandate. The group is in a good position to look at even more data and then get to work on definitions, outcomes and even wordsmithing potential goals. The next two sessions will be March 9 and 13<sup>th</sup>. While more dates may be added if needed, he is fairly confident that the new plan will be starting to take shape by the end of the third session.
- On January 30<sup>th</sup> a Ministry Planning Day was held at Kwalikum Secondary with approximately 600 staff from all employee groups in attendance. Superintendent Jory spoke about meaningful graduation as the engine of Equity, Vice-Principal Heather Deering shared her story of privilege, and Indigenous Education Language Teacher Tracie Finstad gave a lesson on local and Indigenous history, land, culture and language and the relationship between all those things. After employees returned to their worksites for team lunches, the Operations Department went back to regular work and education staff continued conversations around further supporting our Indigenous learners through the district's ongoing Equity work.
- The 5<sup>th</sup> Equity session is scheduled for Friday, March 3<sup>rd</sup> where the afternoon conversations from January 30<sup>th</sup> will be reviewed and attendees will check in on our progress against the Provincial Equity Rubrics and generate some potential outcomes for our strategic planning process.

**b. Education Update**

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

- Acknowledgement of Trustee Austin's Education Committee of the Whole report which he encouraged people to review as it provided a fulsome report on topics from that meeting.
- Our Career Education Skills students participated in the Regional Skills Competition held in Campbell River and a handful of secondary students competed, a few of which will be moving on to the Provincial competition.
- The District held an introduction to explore career options for students at the elementary schools last month.
- Two sessions to provide Grade 8's with an Introduction to Trades are scheduled; one prior to spring break and one after.

Gillian Wilson, Associate Superintendent, reported on the following:

- Acknowledgement of Trustee Austin's Education Committee of the Whole report and the great job she did of sharing some of the strong highlights across the system.
- She and Tandy Gunn, Principal of Learning Support, are in the process of visiting each school for the yearly School Reviews. They are really seeing the work that Superintendent Jory began with bringing Cale Virk into the community. It has been reflective of everything that staff are doing to look at what are the observable impacts of the goals they are setting, why we are doing that and who is doing what. It is a great to see the work in progress and looking at how we can improve outcomes for our students.
- She is proud when she hears the principals and vice principals talk about what their staff are doing to support, sometimes some really complex, learners and their families and she wanted to acknowledge that work. The School Reviews serve two purposes at this time of the year the first being for staff to think about cohorts of learners as they are moving to next year and what kind of supports does the district need to ensure it has in place for September. That aligns with staffing, so knowing how many learning environments and what kind of supports they need and to ensure we are supporting our learners on their journey. The other part is that there is a lot of time left in this year and as schools are doing class and school reviews, they are looking at what they need to focus on from now until the end of the year, especially after the March break, and to realign the supports they already have in place to target some supports. She credited the principals and vice-principals on how they know each individual child and what their needs are.
- The district is on a recruiting campaign for the International Student Program. The recruitment strategies have changed due to some parts of China and Asia being closed for not being able to leave the country, that has been predominantly seen students who come for multiple years. Therefore, until those countries open up again, the recruitment strategies have changed a bit as staff are recruiting students who are only coming for one year.
- Associate Superintendent noted that snow in the region is rare and the students have been enjoying it. She then shared some of the activities shared and observed at schools throughout the district due to the snowfall as students and staff made the most of it.

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

Trustee Austin referred to her report provided in the agenda package and also shared the following links for the Kwalikum Secondary School Mid-Island Youth Climate Action Symposium being held on April 19, 2023 at the Qualicum Beach Civic Centre and for the Brant Wildlife Children's Festival being held at Arrowview Elementary School on April 5, 2023:

<https://youthsymposium2023.wixsite.com/home>

<https://brantfestival.bc.ca/events/arrowview-elementary-school-brant-wildlife-festival-student-exhibit/>

**14. POLICY COMMITTEE OF THE WHOLE REPORT****a. NEW Board Policy 508: Career Education**

Chair Flynn noted that since the policy and its attendant administrative procedures are both new, they will both eventually require 3 readings for adoption; therefore, it is being recommended that the administrative procedures be given two readings separately to match the timing with the policy for final adoption.

**23-11R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt the Administrative Procedures to Board Policy 508: *Career Education* at its Regular Board Meeting of February 28, 2023.

CARRIED UNANIMOUSLY

**23-12R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 508: *Career Education* at its Regular Board Meeting of February 28, 2023.

CARRIED UNANIMOUSLY

**23-13R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt the Administrative Procedures to Board Policy 508: *Career Education* at its Regular Board Meeting of February 28, 2023.

CARRIED UNANIMOUSLY

**b. Board Policy 502: Field Experiences**

Trustees discussed some of the revisions made since first reading, with a couple noting that they believed that out of province and international trips should come to the board for approval in principle as well as final approval, as has been past practice. The necessity of including the requirement to ensure students are educated regarding environmental impacts was also discussed as it was believed that students are very aware of climate change and environmental impacts of various forms of travel. The comments will be forwarded to the next Policy Committee of the Whole meeting for further review and discussion prior to the policy and administrative procedures being presented for third and final reading.

**23-14R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 502: *Field Experiences (Trips)* at its Regular Board Meeting of February 28, 2023.

CARRIED

Trustees Kurland and Austin voted against the motion.

**15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT****a. Closure of French Creek Building for Public/Business Use**

Trustee Austin suggested that the Board should be opening public conversation of the future of the French Creek site and hearing from current users rather than considering the recommendation to close it for public use at this time.

Secretary Treasurer Amos clarified that the board had already closed the site for educational use in 2014 after which it was opened for operational use when an international school was interested in renting the site. There was never a Board motion to reopen the site for operational use; however, there was an appetite to keep it as functional as possible while the Board considered all of its facilities. The international school organization has since vacated the building and there are currently two tenants renting space at the site. Of the operational costs that the district can account for, the district is not losing money, per se; however, there are elements that the district is not accounting for, such as custodial supplies and maintenance costs. Additionally, there are risks posed to the use of this facility with capital costs that need to be addressed over the next two years for roof and HVAC replacement, which would have to come out of operating funds. In its present condition, keeping the site open is untenable.

Trustee Kurland added that there are other priorities that are pulling the district financially; the site is a liability and the district cannot afford to keep it open.

Secretary Treasurer Amos mentioned that the district still has space available at other sites, and staff are willing to work with the current tenants, should they be interested in pursuing other options within the district sites.

**23-15R**

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

**THAT** the Board of Education of School District No. 69 (Qualicum) support the closure of the former French Creek School building and gym to public/business use, effective July 1, 2023.

CARRIED

Trustee Austin voted against the motion

**b. 2022-2023 Amended Annual Budget****23-16R**

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

**THAT** the Board of Education of School District No. 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Amended Annual Budget Bylaw for the 2022-2023 fiscal year at its Regular Board Meeting of February 28, 2023.

CARRIED UNANIMOUSLY



Secretary Treasurer Amos noted that two financial summaries were also provided in the agenda package with the amended budget which, now that enrolment and funding are confirmed, is to be submitted to the Ministry by the end of February. He highlighted some of the additional funding provided for Labour Settlement funds and enrolment since the preliminary budget was submitted as well as some of the cost pressures which are not funded for which the board has to find within its budget.

**23-17R**

*Moved:* Trustee Young

*Seconded:* Trustee Kurland

**THAT** the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$66,127,785 for the 2022-2023 fiscal year.

CARRIED UNANIMOUSLY

**23-18R**

*Moved:* Trustee Young

*Seconded:* Trustee Kurland

**THAT** the Board of Education of School District No. 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$66,127,785 for the 2022-2023 fiscal year.

CARRIED UNANIMOUSLY

**23-19R**

*Moved:* Trustee Young

*Seconded:* Trustee Kellogg

**THAT** the Board of Education of School District No. 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$66,127,785 for the 2022-2023 fiscal year.

CARRIED UNANIMOUSLY

Trustee Young mentioned that all of the Committees of the Whole are trying to make plans for future topics. She then referred to a number of the topics planned for discussion at future Finance and Operations Committee of the Whole meetings, as was provided at the meeting held on February 21, 2023, and invited and encouraged members of the school community to attend.

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

None

**17. TRUSTEE ITEMS**

**a. Community Connections**

Trustee Austin stated that she wished to do a regular acknowledgement of the work of a number of organizations in the community who support students from Kindergarten to youth at risk who are not connected in other ways to schools, i.e. are not parents or guardians. She then acknowledged the members of Patchwork Quilt Creations who, through the Society of Organized Services (SOS) and the School District have made 100 cotton book bags for new Kindergarten children which also contain a book. They are also creating quilts for residential school survivors on their own time with their own money as well as making quilts for teens in the District, again through the work of the SOS.

**b. Climate Caucus Summit - Trustee Meeting**

Trustee Austin reported that she and Chair Flynn participated on a Virtual Climate Caucus Summit on February 6, 2023. This particular virtual meeting was with trustees who are interested in climate change and climate justice and she looked forward to continuing to work with this group. *“The Climate Caucus serves as a meeting place for local elected leaders to connect, a centralized location for local government climate policy in Canada and a collective force to advocate at the regional, provincial, territorial and federal orders of government.”* Trustee Austin further noted that the organization is funded by a couple of foundations as well as the government of Canada, the government of BC and the University of BC.

Chair Flynn added that it was a good connection and through outreach during the election local officials out of Nanaimo encouraged districts to belong to the Climate Caucus. The participation drew in a large number of trustees from BC while most others were from eastern Canada. The current Chair of the Steering Committee, Will Cole-Hamilton, is from Courtenay, so he is local point person from the umbrella organization. She noted that, during the discussions, Trustee Austin had suggested that it might be worth considering school boards and curriculum that there be a stand-alone study program for students about the environment and climate action, rather than having it always woven into other courses. The BCSTA Climate Action Working Group Chair spoke to the report previously shared by BCSTA as to where it would like to move in its work collectively on behalf of its trustees. This was the first meeting and trustees are curious to see where it leads as it may bear some fruit and information sharing on how trustees can do their work on the Call to Action front. The link to the Climate Caucus site was provided as follows: [www.climatecaucus.ca](http://www.climatecaucus.ca)

**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:

- Closure of French Creek site without notice of the possibility to current tenants, particularly after recently being advised of an increase to the rental rate. The value of the service provided by those two organizations was also shared.

Staff noted that the quality and work of the organizations was not in question; however, due to the cost of maintaining the building, the financial impact on the district would be too great. Staff committed to working with the current tenants to identify alternate space in the district, should that be of interest to them.

**21. ADJOURNMENT**

Trustee Kellogg moved to adjourn the meeting at 746 p.m.

*Original signed copy on file*

\_\_\_\_\_  
CHAIRPERSON

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