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QUALICUM SCHOOL DISTRICT REGULAR BOARD MEETING MINUTES

TUESDAY, APRIL 23, 2024
6:00 PM
VIA VIDEO-CONFERENCING

ATTENDEES

Trustees

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

Administration

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent of Schools
Rudy Terpstra	Director of Instruction
Phil Munro	Director of Operations
Autumn Taylor	Principal, PASS/CEAP/Career Education
	Qualicum District Principals and Vice Principals Association

Education Partners

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

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. ADOPTION OF THE AGENDA

24-33R

Moved: Trustee Kellogg *Seconded:* Trustee Young

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: March 12, 2024
- b. Ratification of In Camera Board Meeting Minutes: March 12, 2024
- c. Receipt of Ministry News Releases
 - Province supports more school improvements
 - Families no longer charged fees for child care waitlists
 - Access Improves for families connecting with child care services
 - BC acts to protect kids, school staff from disruptive protests
 - More supports coming for BC students with diverse needs
 - Minister's statement on Education Week
 - BC takes action to improve literacy for students
- d. Receipt of Reports from Trustee Representatives
 - OBLT Early Years Coalition – Trustee Young

24-34R

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 April 23, 2024, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

6. BUSINESS ARISING FROM THE MINUTES

None

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Matt Woods, MATA President, provided comments on the following:

- Island Zone meetings with the local union presidents and executive and executive committee members from island school districts were held on April 19 and 20th to discuss what is happening in each local. MATA appreciates all the volunteer time members provided to bring and support union initiatives to members.
- The National Day of Mourning to raise awareness workplace safety and to remember those who have lost their lives or have been injured on the job will be held on Sunday, April 28th. To support the Day of Mourning, MATA encouraged members and students to participate in "High Vis Day" and wear high visible safety gear or bright coloured clothing on Friday April 26th. Ceremonies will be held at the Parksville Beach Pavilion at 5:00 p.m. and at the Pioneer Waterfront Plaza in Nanaimo at 12:30 p.m.
- MATA promotes workplace safety to members and appreciated the Board's decision to assign a Health & Safety Manager to the district to help prevent injuries MATA agreed with developing a reporting culture of workplace safety incidents where all employees are reporting on safety incidents from near misses to injury. President Woods reminded members that all workers have the right to know, participate, and refuse unsafe work with no retaliation.
- Of the 60 MATA members who responded to a survey on the static timetable being proposed by Superintendent Jory, the majority objected to the proposal. President Woods then provided arguments in favour of keeping the rotating timetable as well arguments against the static timetable. He also noted that given the large number of administrative changes in the past few years and additional changes in practice to a new reporting order, and not negating the fact there have been a number of

changes to the rotating timetables, MATA requested that the Board and Senior Administration consider this additional change in practice at a time when other significant changes are occurring at the high schools.

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

Ewen Rycroft, CUPE Local 3570 President, thanked the Board for its hard work throughout the year and the CUPE Executive Members who make the district a better place for learning.

9. DISTRICT PARENT COUNCIL (DPAC)

Angel Delange, DPAC Secretary, reported on the following DPAC activities:

- DPAC is co-hosting the following two parent events with the Qualicum School District:
 - Social Media Awareness, Digital Citizenship, and Cyberbullying for parents/caregivers of school-aged children on May 9th at 6:30 p.m. in the Ballenas Secondary Auditorium
 - Mischa Oak of LGBTQ Corporate Training on May 22nd at 6:00 p.m. in the Ballenas Secondary Theatre.
- The District Cross Country Track Meet will be held on Friday, May 10th at Springwood Elementary School. The Springwood PAC was thanked for hosting this year and any volunteers were asked to sign up by April 30th and will require a current Criminal Record Check.
- Nominations for the positions of President and Vice President for 2024-25 school year are now open with elections taking place at the May 15th DPAC meeting. Elections for the remaining executive positions will be held in the fall.
- Recognition of the stress and uneasiness that the proposed block change for both high schools may be causing. Parents/caregivers, PACs and students were reminded to reach out to school administrators, PACs, Superintendent Jory or the Board of Education for more information and clarification of the issues resulting in any proposed change.

DPAC also encouraged the Qualicum School District to implement a communication plan to provide clear and concise information regarding the proposed change to the block system at the secondary schools and ensure that students, staff and key stakeholders are provided with an opportunity to be part of the conversations and provide input/feedback.

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

None

11. ACTION ITEMS

a. 2024/2025 Annual Budget Bylaw

Secretary Treasurer Amos spoke to the information provided in his briefing note regarding the budget process, noting that there is a requirement of the Board to pass a balanced budget by the end of June. He had also included information on how the operating grant breaks out in terms of student-based allocations and supplemental funding and how that calculation comes to the district.

He then reviewed the budget considerations for 2024/2025 to address the approximate \$500,000 operating shortfall. With those changes the budget could be balanced with minimal impact on the classroom.

Trustees were then provided with details as to what the district supply account is used for and how a portion of the International Student Program funds are used to support resources for the whole district and not being relied upon for core functioning.

Associate Superintendent also provided further rationale regarding the reallocation of education assistant hours to support the needs that are in the system at this time. She reminded the Board that the needs for the upcoming year are identified through the school reviews each year. The district also lost some of the designated students through the audit undertaken this year, which also has to be reflected in the budget planning as the district is not going to receive the same supplemental grants that it had received this year.

She further noted that there is also a need to increase Speech Language Pathologist (SLP) support so, within the allotted staffing amount, the District Principal has done some work to see how to support that increase. The District is also restructuring some of its supports for students that would go directly into the classrooms. The proposed increase of staffing by 2.5 FTE is to be able to do some of that support. It would also continue to provide opportunities for teachers to collaborate during school time and provide teachers in the classroom with some strategies they have asked for to support their practice as well as some of the dysregulated learners in the classroom.

Trustees suggested that perhaps the proposed staffing of 2.5 FTE could be further reduced to reinstate some of the other reductions. Staff clarified that the 2.5 FTE was not all for the Needs Response Team, it was also for some other work being done to support teachers with pedagogy in order to improve student achievement.

24-35R

Moved: Trustee Flynn *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) give all three readings to approve the Annual Budget Bylaw for the 2024-2025 fiscal year at its Regular Board Meeting of April 23, 2024.

DEFEATED

24-36R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$72,497,275 for the 2024-2025 fiscal year.

DEFEATED

Trustees noted that they required more time to clarify some of the budget allocations with the Secretary Treasurer to gain a better understanding of the proposed reallocations, reductions and additions and, perhaps, identify alternate areas for reductions than those already proposed.

Secretary Treasurer expressed the difficulty in preparing a revised budget without specific direction from the Board. It was also noted that, should additional funding be realized after the September enrolment count that the Board could determine where best to allocate those additional funds.

It was decided that a Special Budget Board Meeting would be scheduled at some point in the following week to potentially progress the budget process enough to allow staff to at least move ahead with the staffing process, although no specific alternative reductions were identified at this time.

12. INFORMATION ITEMS

a. Superintendent's Report

Superintendent Jory reported on the following:

- Use of the phrase “personal digital devices” will replace “cell phones and other devices” in board policy and presented at the next Policy Committee of the Whole meeting. In the interim, school principals will be including the new language in their school codes of conduct.
- Upcoming school plan presentations will be made to trustees on May 14th at Qualicum Commons. This will give each Board member a chance to learn about a goal from each school, what information caused attention to that goal, current responses, impacts, and next steps
- The *Operational Plans for Learning Support* and the *Operational Plans for Assessment and Communicating Student Learning* will require some more time for additional consultation prior to presenting them to the Board. The documents will be shared at the May Education Committee of the Whole prior to forwarding them for approval to the May Regular Board Meeting.
- Superintendent Jory then reviewed the proposal to have both high schools be fully linear in grades 8 and 9, semestered for grades 10-12 with no A, B, C, D, type tumble, and outlined the advantages of a static timetable for students compared to a rotating timetable.
- Training for the PVP (Principals/Vice-Principals) teams on timetable building is nearly complete. Discussions with Student Voice and presentations to PACs (Parent Advisory Councils) and DPAC (District Parent Advisory Council) have taken place. Conversations with staff at the two schools have been conducted, with more planned, including presentations of a new draft timetable that maintains staff assignments and allows customization to better meet the needs of specific cohorts and students. If progress continues, a comprehensive sharing process with students at each school will occur, and an information package will be prepared for parents. Misinformation has circulated, which necessitates prioritizing teachers in the information dissemination process to ensure they understand first, followed by efforts to correct misunderstandings as they arise. This work will continue through April, May, and June.
- A barge full of household items arrived at Lasqueti Island to furnish the two teacherages at False Bay School.

b. Educational Programs Update

Rudy Terpstra, Director of Instruction, reported in the following from the French Language Advisory Committee meeting held on April 22nd:

- Consultant Lynn Bouchard has been working with teachers at Oceanside Elementary School on the writing continuum and continues to be available to all teachers in the immersion programs.
- The Elementary French Immersion Program held their oral speech competition and students did well. The event also provided some oral language activities for the primary program.
- Staff have been focusing on the transition of students between elementary and high school and Ballenas High Schools have been reaching out in their regular transition process while paying special attention to the immersion students as they transition. The result is that for the first time there will be two cohorts of Grade 7's moving to high school.
- Ms. Lamoreaux and Ms. Granger provided a unique opportunity where the high schools created a Carnavale for the elementary students, which was held at Ballenas Secondary. The elementary students enjoyed the event while speaking French with their peers, while also being impressed with the high school building itself. Having the high school students interact with the elementary students will be a continued practice.

Director of Instruction Terpstra also highlighted the Numeracy Series, as referred to in the upcoming Education Committee Report, noting that over 30 teachers attended the 4/5 and 6/9 sessions with over 50 registered for the next session on May.

Gillian Wilson, Associate Superintendent, reported on the following:

- Pete the Cat is scheduled to take place on Thursday, April 25th as part of the Ready, Set, Learn event to introduce pre-Kindergarten children to Kindergarten.
- The Pre-Kindergarten program is being offered for the 2nd year and there are enough registrants to have the program operate at all elementary schools. This initiative is funded through an Early Learning Grant with some Ready Set Learn pieces provided to support that.
- The Grade 7 Health & Wellness Conference is scheduled for Thursday, May 9th.
- Ms. Wilson had a meeting with counsellors as to what school are doing to highlight some of the work and support for Mental Health Month which included:
 - Using ERASE strategies.
 - Sharing with students how they can access support in the community.
 - Working with students to stage a play to present to other schools
 - Displaying strategies on school bulletin boards.

She noted that the McCreary Report noted an anomaly that the number of students with mental health issues had increased across the province; however, an anomaly in the Qualicum School District was that students noted that they would have sought help had they known where to find it, so the District has some more work to do on ensuring they know those supports are available. One of the ways to do that will be through the Grade 7 Conference.

- The District had applied to Virtual Foundry to be part of their programs around PreVenture, a drug and alcohol awareness and prevention program to support students. All the district's secondary school administrators and counselors had listened to a presentation on the program 2 months ago, after which the application was submitted and the District was successful in being approved. Virtual Foundry will pay for the district's educators and key players who will facilitate the groups to obtain the training. The program will be piloted in September with the Grade 8 students as well as all of the students in the Alternate Program.

13. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

a. Annual Five-Year Capital Plan Submission for 2024/2025

Secretary Treasurer Amos stated the annual five-year capital submission being presented for approval was for the minor capital submission sent to the Ministry in September. He referred to the Ministry's response letter approving most of the requests with a couple projects not being approved; however, those can be submitted in the next round of submissions to the Ministry. There will be another submission coming forward to the Board once staff have received a response regarding the Ballenas Secondary School HVAC project.

24-37R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2024/2025-CPSD69-01 at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

24-38R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2024/2025-CPSD69-01 at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

24-39R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2024/2025-CPSD69-01 at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

24-40R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2024/2025-CPSD69-01 at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

14. POLICY COMMITTEE OF THE WHOLE REPORT

a. Administrative Procedures to Board Policy 108: School Generated Funds

For information only

b. Board Policy 804: Physical Restraint and Seclusion of Students**24-41R**

Moved: Trustee Kellogg *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 804: *Physical Restraint and Seclusion of Students* at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

c. Board Policy 103: School and District Branding**24-42R**

Moved: Trustee Kellogg *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 103: *School and District Branding* at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

d. Board Policy 510: Learning Resources**24-43R**

Moved: Trustee Kellogg *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 510: *Learning Resources* at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

e. Board Policy 705: Corporate/Community Sponsorships, Partnerships and Advertising in Schools**24-44R**

Moved: Trustee Kellogg *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 705: *Corporate/Community Sponsorships, Partnerships and Advertising in Schools* at its Regular Board Meeting of April 23, 2024.

CARRIED UNANIMOUSLY

15. EDUCATION COMMITTEE OF THE WHOLE REPORT**a. Board/Authority Authorized Course: Hockey Skills 10-12**

Trustee Austin noted that there was lots of great conversation at the Education Committee of the Whole meeting where attendees heard from students that went to Europe. She also stated that the Board proudly supports the principles of SOGI.

She further reported that Paul Wright and Andrew Lee from Ballenas Secondary School also spoke to the proposed Hockey Skills 10-12 Board/Authority Authorized Course, which was being presented to the Board for approval.

24-45R

Moved: Trustee Austin *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Hockey Skills 10-12*.

CARRIED UNANIMOUSLY

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

None

17. TRUSTEE ITEMS**a. Report on BC School Trustees Association Annual General Meeting**

Trustees shared highlights from the sessions they attended as well as their “take-aways: from the recent Annual General Meeting of the BC School Trustees Association which was held in Vancouver from April 18 to 20, 2024.

18. NEW OR UNFINISHED BUSINESS

None

19. BOARD CORRESPONDENCE AND MEDIA

None

20. PUBLIC QUESTION PERIOD

None

21. ADJOURNMENT

Trustee Kellogg moved to adjourn the meeting at 7:45 p.m.

Original Signed Copy on File

CHAIRPERSON

SECRETARY TREASURER