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QUALICUM SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES

TUESDAY, AUGUST 26, 2025
6:00 PM
VIA VIDEO-CONFERENCING

ATTENDEES

Trustees

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

Administration

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

Education Partners

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

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn welcomed all attendees to the first meeting of the 2025/2026 school year. She then acknowledged that the Board was meeting on the shared traditional territory of Coast Salish Peoples, particularly the Qualicum and Snaw-Naw-As (Nanoose) First Nations, and she thanked them for the stewardship of this land and allowing the Board to live, work, learn and play on these lands.

3. ADOPTION OF THE AGENDA

25-74R

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: June 24, 2025
- b. Ratification of In Camera Board Meeting Minutes: June 24, 2025

25-75R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of August 26, 2025, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

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

None

7. BUSINESS ARISING FROM THE MINUTES**a. 2025/2026 Trustee Meeting Schedule**

Trustee Flynn reported that trustees have determined that the Committee of the Whole meetings will now be recorded. The Trustee Chair for the Committees of the Whole will remain the same; however, a change to the schedule for the meetings was decided as follows:

- Education Committee of the Whole will be held on the second Tuesday of the month between September and June, with the exception of December and March, when no meeting is held. (The time of the meeting will be confirmed after consultation with schools and the November date is yet to be determined as it conflicts with Remembrance Day)
- Finance & Operations and Policy Committees of the Whole will be held on the third Tuesday of the month, at 10:30 and 1:00 respectively, between September and June, with the exception of December and March, when no meeting is held.

The In Camera and Regular Board Meetings will remain as previously scheduled on the fourth Tuesday of the month, with the exception of December and March, when they will be held on the second Tuesday of the month.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Matt Woods, MATA President, reported on the following:

- Appreciation for living in this part of the world on the unceded lands of the Qualicum and Snaw-Naw-As Nations and appreciative of the Indigenous Nations and their stewardship of this land and those who are now on this land can continue this stewardship for future generations.
- Many teachers are preparing their classrooms for students by organizing all the supplies they can get, creating their class seating charts and getting lessons prepared for the first week back. Even those teachers that have yet to receive confirmation of their classes and students and student lists that they are teaching, they are in their rooms still preparing as best as they can. As he has mentioned earlier, this is due to that flawed Ministry of Education and Child Care dystopian funding model of education that prevents districts from planning accordingly and having to rely on waiting to count students in seats before classes can be

confirmed. This can mean that the first week back can be stressful for teachers, administrators, parent and students especially.

- He then highlighted that Monday, September 1st is Labour Day. Oftentimes most people think of this upcoming weekend as a last chance to enjoy a long weekend before the end of summer or to get organized for the start of a new school year; however, it is also a time to reflect on the history of labour and labour relations, especially the importance of labour and the labour union movement. Historically Labour Day celebrations began in the 1890's, often with parades and different forms of union participation. Today, many unions celebrate this day in many ways. The Nanaimo Duncan and District Labour Council, will be holding a Labour Day picnic at Transfer Beach in Ladysmith from 11 to 3:00 and he encouraged anyone in that area on Monday to attend and support those initiatives.
- Mr. Woods reminded attendees that teachers are still at the Provincial bargaining table and are hopeful that teachers will be able to have a fair and negotiated deal at the bargaining table. He noted that while there are concerns with other unions that may potentially be taking some strike votes, the teachers union's hope was that they would not have to go down that road.
- He noted that it was unfortunate that the Board has decided to hold all its Committee of the Whole meetings on Tuesday as MATA has historically tried to hold Tuesdays for its union activities. The Union will have to consider whether it is able to contain all their union meetings to Tuesdays.
- MATA looks forward to working with all education stakeholders this year to create an environment that is a trusting, relational and supportive environment for students as well as MATA members. An environment that supports teachers to thrive will also support students.

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

Ewen Rycroft, CUPE Local 3570 President, reported on the following:

- On behalf of CUPE 3570, he acknowledged the tremendous efforts of CUPE members over the summer months. While many enjoy a well-deserved break, CUPE members across the District continued to work quietly and diligently and with pride to ensure our schools are safe, clean and ready for students and staff to return. Whether it is maintenance staff repairing and upgrading facilities, custodians deep cleaning every classroom, administrative preparing schedules and resources, or education assistants attending training and planning sessions, CUPE remains committed, as always to supporting student success year round.
- To those who were able to take some time off, he hoped that they had a restful and restorative break. Their return adds to the full strength of the school communities and the Union is excited to start the year fresh and united.
- CUPE members look forward to continuing their work alongside teachers, administrators, families and the Board to support the next group of students as they learn, grow and prepare to graduate. Every role within our schools contributes to that journey and CUPE are proud to be an integral part of it. Let us move forward into this year with a spirit of collaboration and mutual respect. Together we will continue to build schools environments that are safe, inclusive and empowering for everyone who walks through the doors.

Trustee Kellogg added her thanks to all the support staff for their work over the summer.

10. DISTRICT PARENT COUNCIL (DPAC)

Erin West, DPAC representative, shared the following:

- Acknowledgement that the transition to a new school year can bring excitement for some families, and real challenges for others. She reminded attendees that Parent Advisory Councils are here to support families by sharing information, helping find solutions, and/or connecting families with resources. She expressed gratitude to the District staff and teachers who are working so hard to make the back-to-school transition as smooth as possible.
- Appreciation for the Board's support at its June meeting to record Committee of the Whole meetings. For many parents, daytime and evening meetings are equally difficult to attend and recordings will assist in families staying informed and engaged.
- The first DPAC meeting of the year will be held on Wednesday, September 17 at 6:30 pm in the Boardroom of the Parksville Quality Foods, and all parents and caregivers are welcome. DPAC's role is to advocate, educate, coordinate, support, and is the collective voice of parents and caregivers in District conversations.
- DPAC is looking for new executive members. If you are passionate about helping schools work for everyone, now is a great time to get involved. Many PACs still have space for a DPAC representative or Director at Large, so please reach out to a member of the interim council.
- DPAC looks forward to working together with the board, staff, and families for a positive year ahead.

11. ACTION ITEMS

None

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

Superintendent Jory expressed his wish that everyone enjoyed a safe summer. He noted that due to the Wesley Ridge wildfire an evacuation centre was established at Ballenas Secondary School; however, it was ultimately not utilized.

Enrollment & Ministry Updates

Provincial enrollment pressures have eased, though the Qualicum School District still projects a 100-student decline, with larger graduating classes than Kindergarten intakes. Last year's sudden drop in students with unique needs required budget adjustments, but early indications this fall show stable numbers. Provincially, priorities include expanding childcare, addressing absenteeism, and rolling out literacy screeners. The Ministry's new curriculum will add Holocaust education and Naloxone/AED training, requiring policies by December. Provincial bargaining, cybersecurity, and the 2026 Ombudsperson's Report are also on the horizon. The Ministry promises changes to the Framework for Enhancing Student Learning (FESL) which will ease, not complicate, reporting.

Transportation & Operations

Transportation overhaul continues with higher early registration, more efficient routing, and fewer "non-riders." *MyRide* App uptake remains low, though it provides valuable real-time bus updates. Operations staff completed regular maintenance plus major projects, ensuring schools are ready for students on September 2nd.

Facilities & Scheduling

The Oceanside Community Track at Ballenas officially opens September 12, which will be a major community asset. He requested that the public remain off the track until the grass is fully established.

Schools will also see later start times this year—20 minutes at elementary schools, 15 at secondary schools—reducing dark winter morning wait times. Schools will be mindful of supervision times as the adjustments to supervision are monitored.

Communications & Strategic Planning

A new Communications Working Group will guide planning, practices, and website replacement for the District.

Principals engaged in summer learning, including work with Campbell River colleagues on the Observable Impact Planning Framework and facilitation skills. This fall's Framework for Enhancing Student Learning (FESL) Report will show alignment between school plans and district strategy, along with new leadership learning teams.

Personnel & Community Engagement

The District welcomed Carolyn Smith as vice-principal of False Bay School, joining from Edmonton via Vancouver Island West. Ms. Smith has been settling in well on Lasqueti and collaborating with CEAP/PASS Principal Autumn Taylor. A September 8th consultation at False Bay School will advance the False Bay replacement project, with grade configuration discussions scheduled later in the night's agenda.

b. Educational Programs Updates

Associate Superintendent Wilson welcomed attendees back to the 25/26 school year and noted the following:

- Grade 8 students will attend high school on the first day of school without other grades present. This arrangement is intended to help them acclimate to the larger school environment. A 3-hour early dismissal will be in effect for these students on that day.
- Kindergarten families have been advised to check their school's website and/or email for specific start dates. The reconnecting start will span two to three days. This approach allows for adjustments to class configurations based on late registrations or withdrawals. On the first day, students will return to their previous year's teacher and classroom. Teachers will focus on core competencies and activities that support school culture-building.
- Collaboration is underway between the Associate Superintendent and Director of Instruction Terpstra on the District's Literacy Plan and related professional development for teachers. Initial discussions with principals and vice principals are scheduled for Wednesday, August 27th, to outline the framework and emphasize literacy as a key factor in student success.
- The District continues its work on Trauma-Informed Practice, building on previous efforts including working with Bruce Perry's Neurosequential Model of Education. This initiative aligns with the District's Strategic Priority of fostering belonging. The working group is exploring ways to re-engage with the science of learning and how the brain functions and what parts need to be working when a person is engaged in the learning process.

Director of Instruction Terpstra spoke to the following:

- While most of the staff and students on the education side take a break over the summer, there were 20 students in the Career Education Program who were exploring their careers and spending three weeks over the summer in work placements coordinated by teacher, Martin Jedlik. Students in careers already as bakers and chefs have started training at Vancouver Island University this week.
- Schools will be receiving the *Qualicum School District Guidelines for the use of Artificial Intelligence* (AI) along with supplementary supporting documents and resources.
- Assessment and Communicating Student Learning Guide is related to the literacy initiative by the Ministry and the District will be looking at literacy screeners coming in the next years. In regard to Learning Updates, most schools will have communications home by mid-October with elementary learning updates to be provided in December, March and June and secondary learning updates to be provided in November, January, April and June. He noted that communication is ongoing throughout the year and includes parent teacher nights and celebrations of learning.
- The school goals of Literacy and Numeracy will continue to move forward and there will be check-ins through assessments across the system, including provincial and district assessments as has been past practice. While this helps to track the District's data, more importantly it drives what staff are learning as to how students can be supported in moving forward in their learning.
- While data for grad assessments for Numeracy in the District had indicated below-target performance in the past, Director of Instruction Terpstra was pleased to advise that, due to the work being done to focus on Numeracy, recent data shows the District's grad assessment in Numeracy tracking upwards, with a fairly significant increase this past year.
- The Qualicum School District Athletic Handbook has been finalized book.
- The District will continue its Learning Initiatives.
- The District will be partnering with the Qualicum First Nations to host an Early Years Conference, which will be held on May 14-16. Educators will be attending from all over the province.

c. 2025 Summer Projects Update

Director of Operations Munro presented a slide show of before and after photos of the various projects undertaken, completed, still underway and planned for the future throughout the District. He noted that it is a real team effort throughout the year by members of the custodial, trades, transportation, clerical, supplemental work crew as well as the department managers who have also been on hand to support staff and ensure projects are completed.

Mr. Munro also acknowledged what can be achieved with the assistance of Parent Advisory Councils. As an example, the new playground planned at Springwood Elementary School has been financially supported in large by grants applied for and received by that school's PAC.

Mr. Munro closed by stating that the work by the Transportation department to review and improve the bus application process and routes could not be understated. The District will be in a place this year where all routes will be mirrored, with students being picked up and dropped off by the same bus. One of the benefits of this is that only one route would be affected in the case of a break down and one group of families advised. Parents were encouraged to download

the MyRide App as it provides real time information as to when their child is on the bus and where the bus is along the route.

Trustees asked Mr. Munro to extend the Board's heartfelt thanks for all the work by the support staff.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

The next meeting will be held on Tuesday, September 9, 2025, with a start time of noon, pending confirmation with schools on the new date and time. The meeting will be held via video-conferencing and will be recorded.

14. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

The next meeting will be held on Tuesday, September 16, 2025 at 10:30 a.m. via video-conferencing and will be recorded.

15. POLICY COMMITTEE OF THE WHOLE REPORT

The next meeting will be held on Tuesday, September 16, 2025 at 1:00 p.m. via video-conferencing and will be recorded.

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

None

17. TRUSTEE ITEMS

None

18. NEW OR UNFINISHED BUSINESS

a. False Bay School K-12 Discussion

Superintendent Jory displayed a briefing note that had been shared with trustees earlier in the day which outlined the background to staff's recommendation to reconfigure False Bay School from K-9 to K-12 effective September 2025, following strong interest expressed by False Bay Schools parents and caregivers to expand False Bay School to include secondary programming.

Trustees shared their support of the recommendation to allow all students on Lasqueti to attend False Bay School, while also alleviating the financial hardship on families who would have to incur additional costs to have their secondary child attend high school.

25-76R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of the School District 69 (Qualicum) approve the reconfiguration of False Bay School from Kindergarten to Grade 9, to Kindergarten to Grade 12, effective September 2025.

CARRIED UNANIMOUSLY

19. BOARD CORRESPONDENCE AND MEDIA

None

20. PUBLIC QUESTION PERIOD

Trustees and Senior Staff received comments/questions on the following topics:

- Changes to the Scheduling of the Committee of the Whole Meetings to take place on Tuesdays. *The Board chose Tuesday as Mondays are often holidays, which required two Committee meetings being rescheduled, resulting in 3 back to back Committee meeting. Having a dedicated committee and board meeting day frees up the other days of the week for other trustee business. It was noted that Board Bylaw language allows the board to review the schedule in August of each year.*
- Summer Work Updates and how those could be shared with all staff. *The presentation has been shared with school administrators to share with their staff. Mr. Munro agreed to also provide a copy to the MATA president to share with his meetings with executive members.*

21. ADJOURNMENT

Trustee Kellogg moved to adjourn the meeting at 7:29 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER

**ADJOURNMENT OF THE REGULAR BOARD MEETING WAS FOLLOWED BY THE
SPECIAL BOARD MEETING FOR THE YEARLY ELECTIONS OF
CHAIRPERSON AND VICE CHAIRPERSON OF THE BOARD**