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Always growing
Grandissons ensemble

QUALICUM SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
TUESDAY, DECEMBER 9, 2025
6:00 PM
VIA VIDEO-CONFERENCING

ATTENDEES

Trustees

Eve Flynn	Chairperson
Carol Kellogg	Vice Chairperson
Julie Austin	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
Ryan Brennan	Director of Instruction – Human Resources
Phil Munro	Director of Operations

Education Partners

District Parents Advisory Council (DPAC)

Regrets:

Barry Kurland	Trustee
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1. CALL TO ORDER

Chairperson Flynn called the virtual 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 Peoples. She thanked the First Nations for their stewardship of the land, and for allowing the Board to live, work, and play in this beautiful part of Vancouver Island.

3. ADOPTION OF THE AGENDA

25-108R

Moved: Trustee Young *Seconded:* Trustee Kellogg

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: November 25, 2025****25-109R***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 December 9, 2025, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

6. PUBLIC QUESTIONS AND COMMENTS (WRITTEN)

None

7. BUSINESS ARISING FROM THE MINUTES

None

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

No Report

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

No Report

10. DISTRICT PARENTS COUNCIL (DPAC)

Marina Gardiner, DPAC President, expressed appreciation on behalf of DPAC to all Qualicum School District staff for their commitment, professionalism and heart that make schools the caring, welcoming place their children rely on every day.

She then offered a special note of gratitude to the district's support staff who are often the first faces students see each morning and the steady hands guiding them through their day; work closely with the District's most vulnerable and complex learners, keep buildings clean and safe, support behavioural needs, prepare meals, and ensure daily operations run smoothly. Families notice it. Students feel it. And DPAC appreciates it.

The DPAC President then stated that as the District looks ahead to 2026, it is reminded of the Board's mission statement: "*We embrace a spirit of curiosity and joy for learning that challenges everyone to become informed and confident designers of their own future.*" Amid the challenges and opportunities students and staff are navigating, this mission statement feels especially meaningful, reminding the QSD community of the shared responsibility and possibility that define the district. Together—as students, families, staff, and leadership—they will continue to grow, learn, and move forward. She then thanked all staff for the countless ways they pour into student well-being, belonging, and learning and wished everyone a restful, relaxing, and rejuvenating holiday break.

11. ACTION ITEMS

None

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

Superintendent Jory reported on the following:

- The School Catchment Town Hall is scheduled for January 14 to share updated demographic projections, review prior changes, and discuss options to relieve enrollment pressure at Springwood Elementary and École Ballenas Secondary schools.
- The background and rationale to a Payroll position that was recently posted noting that any new staffing cost would require explicit Board approval through a public budget process. Central staffing had already been reduced through attrition and restructuring in recent years. This role is part of a planned restructure within the existing and previously approved budget, not a new cost, and it is an exempt position due to responsibilities involving sensitive information and supervisory tasks.
- The District continues to face financial pressures from declining enrollment and rising costs. Additional reductions were needed in September after temporary private program enrollments, though some students have since returned. The District aims to release more staffing before Winter Break, pending Ministry confirmation on funding. The District's TTOC roster is being replenished after shortages caused by term contracts and an overly ambitious professional learning schedule and the plan is to manage release time more carefully moving forward.
- Despite restraints, school visits reflect a positive and focused atmosphere. Staff appreciated the \$200,000 in additional supply funding, the new washrooms at both high schools are excellent, the Ballenas track is a major success, and staff and student learning is progressing well across schools.
- The District is approaching implementation of the new field trip cost-averaging system and the central supply fund. Participation from principals and vice-principals in recent planning sessions was limited; therefore, next steps will resume in January.
- As winter concerts roll out across the district, everyone is encouraged to enjoy these events while remembering that not all families celebrate Christmas and not all students or staff experience this season positively. It is the district's responsibility to maintain an inclusive environment where everyone feels they belong, and public-facing communications should reflect that diversity.
- Thanked all staff for their hard work and enthusiasm this December and wished everyone a safe, enjoyable, and well-deserved holiday break.

b. Educational Programs Update

i. Director of Instruction Terpstra provided the following updates:

- The marking session for the Grade 4 and 7 Foundation Skills Assessments took place on the weekend of November 29 and 30th. The markers not only grade the work but also provide feedback on trends emerging in numeracy and literacy from those two grades. He noted that almost all of the assessments were completed, which was an increase from previous years. A more fulsome report will be provided at the January Education Committee of the Whole meeting.

- The second *Weaving Local Indigenous Ways of Knowing* Literacy Session was held on December 4th with Leyton Schnellert. 30 students attended the morning session with 30 teaching staff and the Indigenous Education team shared more videos from the District's timeline project.
 - On Thursday, December 11th, the District is hosting literacy leads from the entire island, during which some of that work will also be shared. The timeline project will also be presented in more detail at a future Education Committee of the Whole, likely in February 2026.
- ii. Associate Superintendent Wilson reported on the following:
- A Literacy Session planned for Thursday, December 4th had been rescheduled to January 7th due to high staff absences that week and a shortage of Teachers Teaching on Call (TTOC).
 - School staff have been encouraged to maintain routines as much as possible leading up to the winter break while also providing some additional opportunities for students outside of the normal school day, such as the basketball tournament held on December 5th at Ballenas and the student versus staff hockey game held on December 4th.
 - Acknowledgement of the work of the Hands & Hearts Food Program in preparing the Christmas hampers to be delivered by volunteers from schools on December 18th. The hampers will not only include food for the holiday season but also gifts for each member of the family and will relieve some of the challenges many families experience this time of year.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

The next meeting is scheduled for Tuesday, January 13, 2026 at 2:00 p.m. via videoconferencing. The meeting will be recorded.

14. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

The next meeting is scheduled for Tuesday, January 20, 2026 at 10:30 a.m. via videoconferencing. The meeting will be recorded.

15. POLICY COMMITTEE OF THE WHOLE REPORT

The next meeting is scheduled for Tuesday, January 20, 2026 at 1:00 p.m. via videoconferencing. The meeting will be recorded.

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

a. Inclusion Canada & People First of Canada – Virtual Event - Session 3 of 3

Trustee Young referred to her report as provided in the agenda package. She stated that she believes that the district needs to focus on 'ability' rather than 'disability' as everyone has different abilities and what those abilities bring can sometimes be of benefit. She has been following a CBC series called The Assembly where people who identify as neurodivergent and autistic, interview celebrities and she recommended the series. She found the series inspiring as it

showcased that people, who some people think do not have certain abilities, do things that are normal everyday things and are exceptional at doing those things.

In her report, she had also included links to resources for inclusive education. The resources also included a list of questions parents could ask to help make their neighborhood school more inclusive as well as how to provide feedback if they find a school is not inclusive in one area or another. Trustee Young stated that the goal is to provide students with the full experience of being a student in the Qualicum School district and for them each to thrive in their own way.

17. TRUSTEE ITEMS

a. **Reports from the BC School Trustees Association (BCSTA) Fall Academy**

Chair Flynn noted that she, Trustee Young and Trustee Kellogg attended the BCSTA academy and referred to the reports from Trustees Young and Kellogg as provided in the agenda package.

Trustee Kellogg added that she finds the Trustee Academies beneficial as they provide new learning opportunities as well as a review of information provided earlier in her role as a new trustee. She also finds it enjoyable and valuable to have the opportunity to talk to other board members from around the province.

b. **Trustee Young - Activity Report**

Trustee Young advised that she had attended the first Biosphere Awareness Day: "Community Connections" presented by the Mt. Arrowsmith Biosphere Region and hosted at Kwalikum Secondary School on December 4th. One of the materials she obtained at the MABR office included a report on community profile, which she thought would be of interest to the Board and will be sharing with trustees.

Trustee Young stated that she had supported a retired teacher colleague by attending an event on December 6, organized by Nanaimo Duncan and District Labour Council, to commemorate and remember victims of violence against women. This reminded her that this is still an equity issue.

To that end, she will be recommitting herself to focusing on the topics of social justice, equity, and the environment in the coming year. She further mentioned that she had also attended a webinar regarding implementing equity action in governance and she will provide a report on that session at the January Regular Board meeting.

b. **Board Christmas Donation on Behalf of Staff**

Chair Flynn and Trustee Young shared that there has been a long-standing commitment by the Board to make a donation to staff, which originally was the provision of boxes of mandarin oranges to each site. It was then determined that the money would be better redirected to the Hands & Hearts Food Program on behalf of staff as a service to the community.

25-110R

Moved: Trustee Flynn *Seconded:* Trustee Kellogg

THAT the Board of Education of School District No. 69 (Qualicum) support the annual donation on behalf of staff with the monetary value of \$1000 being directed to the Hands & Hearts Food Program.

CARRIED UNANIMOUSLY

18. NEW OR UNFINISHED BUSINESS

None

19. BOARD CORRESPONDENCE AND MEDIA

None

20. PUBLIC QUESTION PERIOD

There were no questions; however, the Board Chair announced that the opening for the Springwood Elementary playground will be on December 17th at 10:00 a.m.

21. ADJOURNMENT

Chair Flynn wished everyone happy holidays, restful time with family and friends.

Trustee Kellogg moved to adjourn the meeting at 6:28 p.m.

Original Signed Copy on File

CHAIRPERSON

SECRETARY TREASURER