



**REGULAR BOARD MEETING MINUTES**

TUESDAY, OCTOBER 27, 2015

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

**ATTENDEES**

**Trustees**

Eve Flynn	Chairperson
Elaine Young	Vice Chairperson
Julie Austin	Trustee
Jacob Gair	Trustee
Barry Kurland	Trustee

**Administration**

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent
Ryan Hung	Assistant Secretary Treasurer
Dino Stiglich	General Manager of Operations
Karin Hergt	Executive Assistant (Recording Secretary)

**Education Partners**

Mount Arrowsmith Teachers' Association (MATA)  
Canadian Union of Public Employees (Local 3570)  
Qualicum District Principals/Vice Principals Association (QDPVPA)  
District Parents Advisory Council (DPAC)

1. **CALL TO ORDER**

Chair Flynn called the meeting to order at 7:00 p.m.

2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Chair Flynn acknowledged that the Board was meeting on the traditional territory of the Coast Salish people and thanked the Qualicum and Nanoose First Nations for sharing their shared territories with the District.

3. **ADOPTION OF THE AGENDA**

**15-68R**

*Moved* Trustee Austin *Seconded* Trustee Gair

**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. **THAT** the Board of Education of School District 69 (Qualicum) adopt the minutes of the Regular Board Meeting held on September 22, 2015.
- b. **THAT** the Board of Education of School District 69 (Qualicum) adopt the minutes of the Special Board Meeting held on September 15, 2015.
- c. **THAT** the Board of Education of School District 69 (Qualicum) ratify Voucher No. 15-09 in the amount of \$1,476,778.22 for the month of September 2015.
- d. **THAT** the Board of Education of School District 69 (Qualicum) give approval in principle for a Kwalikum Secondary School Band field trip to New Orleans from May 18-22, 2016.
- e. Ministry News Releases
  - Roundtable on access to skilled labour for the international education sector
  - New online resources help families, communities address poverty
  - Province and teachers partner on new curriculum training for educators
  - Partnership supports Aboriginal student success at Province's 100<sup>th</sup> signing
  - Thirty-one days of reading – October is Library Month in BC
  - Students to benefit from 17 Innovation Partnership projects in BC schools
  - BC gaming grants help support quality education
- f. Reports from Board Representatives to Outside Organizations
  - Building Learning Together Coalition – Trustee Young
  - District 69 Recreation Commission – Trustee Austin

**15-69R**

*Moved* Trustee Austin      *Seconded* Trustee Kurland

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of October 27, 2015, as presented.

CARRIED UNANIMOUSLY

**5. DELEGATIONS AND PRESENTATIONS (10 MINUTES)****a. Educating New Ideas toward Youth (E.N.I.T.Y.)**

Ms. Charmaine McMullen and Mr. David Osborn, Counsellor, provided the Board with the history of the E.N.I.T.Y. program, a collaborative project between the Island Health and the School District which began in 2000. They provided information on the goals of E.N.I.T.Y. and the types of peer education programs it offers Grade 5 – 12 students to promote healthy lifestyle choices and to develop and support the skills required to meet life's challenges. It also educates and trains students from grades 9-12 to be peer educators who can then communicate messages on health issues to younger students as well as their own peer groups.

The Board was then provided with a proposed schedule of topics to be presented in the classroom for Grades 5-9 and an information evening for parents has been suggested to be held in the spring of 2016 to showcase the work of the E.N.I.T.Y. program and the information being shared with students.

**b. International Student Program – Guidelines and Direction**

Ross Pepper, District Principal of the International Student Program, and Bob Bate, District Principal of K-12 Programs, provided the Board with an overview of the International Student Program, from how staff promote the District and recruit students to benefits that the program provides to both international and local

students. It was noted that staff are considering ways in which local students can connect in more meaningful ways with international students.

They also identified some of the current issues/challenges faced by the program noting that the program is at a critical phase of growth and homestays are close to capacity in Qualicum Beach. Competition for students has increased substantially from other districts (provincially and nationally).

Mr. Pepper and Mr. Bate then outlined some of their ideas for future directions for the program and requested that the Board assist them in creating that vision and providing direction/assistance on the expansion of short-term and summer programs, increasing elementary students, and consideration of dorms while still maintaining inclusiveness and the diversity of the program. There has also been some interest in creating an offshore profile, which is a very complex process, or alternately, creating a language centre that includes a cultural element to help prepare students for study abroad.

## 6. **BUSINESS ARISING FROM THE MINUTES**

### a. **2015/16 Board Committee and Representative Appointments**

Chair Flynn referred to the updated list of trustee representation on district and external committees, noting that the only change was to the Building Learning Together Steering Committee with Trustee Young being the main representative and Trustee Flynn being the alternate.

## 7. **TRUSTEE HIGHLIGHTS**

### **Trustee Young**

- Commended the International Student Program staff for running an excellent ethical program with integrity.
- Modelled a t-shirt she received while attending a ceremony at Qualicum Commons to acknowledge the agreement between the Qualicum Beach Rotary (Sunrise) and the School District for the Interact Program. *“Interact gives students ages 12-18 the chance to make a real difference while having fun. Every Interact club carries out two service projects a year: one that helps their school or community and one that promotes international understanding.”*
- Acknowledged Springwood Elementary School PAC for the creation of their PAC brochure and for organizing an exceptional fall carnival. While the event did not raise many funds, it achieved the main goal of creating a sense of community.

### **Trustee Austin**

- Acknowledged Denise Spencer Dahl and her Grade 4/5 class at Errington Elementary School who invited Trustee Austin on a fun and informative walk of the nature trail behind the school. The trail includes signage with information about the tree and plant life found along the way and forts built from found material.

### **Trustee Gair**

- Attended the Qualicum Beach Elementary School Leadership Class where he spoke to students about politics both provincially, federally and within the school district.

- Kwalikum Secondary school held an all candidates meeting where students asked candidates questions. His favourite question was when a student asked candidates who they would vote for if they could not vote for themselves.

#### **Trustee Flynn**

- Expressed appreciation for the work being done by Carrie Reid, First Nations Support Worker, who has been hosting sessions at the District Resource Centre for teachers to help them introduce the topic of residential school history to their students. Trustee Flynn attended a session for Grade 5 teachers and found that the conversation was passionate and heartfelt, containing local stories and resources which teachers could then share with students in the classroom.

#### **Trustee Kurland**

- Witnessed the signing of the District's *First Nations, Métis and Inuit Education Enhancement Agreement* on September 30<sup>th</sup> which coincided with Orange Shirt Day. He mentioned that he had the historical perspective of having taught Chief Michael Recalma of the Qualicum Nation, who was in attendance as a witness, and Chief Recalma's nephew, Jesse Recalma, who was the speaker for the signing ceremony. He is pleased to see how far education has come on the issue of residential schools over the past 40 years, although it was not quick enough. It was moving to see the awareness that we are experiencing as a culture of the people who share their territories with us.

### **8. MOUNT ARROWSMITH TEACHERS ASSOCIATION (MATA)**

Norberta Heinrichs, President, commended her colleagues across the district who organized the student vote and the candidates for attending and respecting the voice of younger citizens.

Teachers have settled back into classrooms with new ideas, perspectives and tools to incorporate in their classrooms after their attendance at recent professional development day activities, either within the district or to other sites on the island and on the mainland. Ms. Heinrichs noted that the costs of travelling to professional development opportunities has increased significantly while the funding provided to teachers to cover this cost has remained unchanged for over a decade. This places many teachers at a disadvantage when seeking ways to pursue their professional needs.

Ms. Heinrichs reported that teachers have noticed the hard work of technology services staff to address the technology issues at each school site. There is still work to be done and teachers requested that they be kept apprised of which issues have been resolved and what to expect in recurring or complex issues. In terms of MyEducation BC, tech staff are continuing their efforts to get the software to work. Teachers are helpless to use a system they are obligated to use and Ms. Heinrichs wondered whether it has been worth the \$95 million price tag.

MATA continues its discussions with senior administration as to the roll-out of the provincial curriculum implementation/service plan and reviewing the Collective Agreement to find a fit that will respect both the provincial framework and MATA's local language and needs. MATA is ready to continue discussions and to begin ratifying teacher representatives for the committee. Teachers in the District have participated in the initial planning of the curricula and will be working with a draft curriculum (some have already). Teachers will also continue to work on advocating for the resources to carry out the curriculum changes and address immediate needs.

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

No report

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

Jalyn Sorg, Co-Chair, reported that all Parent Advisory Councils (PAC) are undertaking financial audits and DPAC is considering the creation of a sub-committee to review the DPAC/PAC's constitution and bylaws.

She further advised that a recommendation has been submitted to DPAC to be considered at its meeting scheduled for Wednesday, October 28<sup>th</sup>, to host a DPAC breakfast on Friday, December 4<sup>th</sup> at Tigh-Na-Mara from 9:00 to 11:30 a.m.

Ms. Sorg invited and encouraged all trustees, administrators, as well as teacher and support staff representatives to attend DPAC meetings, which are held at the Qualicum Commons at 7:00 p.m. on the fourth Wednesday of the month

**11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD (10 MINUTES)**

None

**12. ACTION ITEMS****a. School Codes of Conduct****15-70R**

*Moved* Trustee Austin *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) approve the School Codes of Conduct for the 2015-16 school year, as per Board Policy 7001: *Code of Conduct (Students)*, as presented.

CARRIED UNANIMOUSLY

**b. Five-Year Capital Plan****15-71R**

*Moved* Trustee Young *Seconded* Trustee Gair

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the 2015-16 Five Year Capital Plan as presented.

CARRIED UNANIMOUSLY

**13. INFORMATION ITEMS****a. Enrolment Update**

Superintendent Koop presented a synopsis of the October enrolment which included an overview of how the District is funded for the school year. He noted that there is an increase of 101 in terms of overall head count, 74 of those at the elementary level, due to an influx of families from the lower mainland and Alberta to the area. There is some decline in the Distributed Learning enrolment by approximately 20; however, in February and May the District could make up ground against its projection in that program.

**b. Educational Programs Update**

Assistant Superintendent Wilson reported on the following District activities/initiatives:

- Work continues to be undertaken by technology services staff to address challenges with MyEducation BC and Next Generation Software, staff P: drives, opening attachments, WIFI connections, entering and accessing data and increasing the speed of the network. All of the technology issues at the elementary schools will be addressed first after which the team of technology staff will focus on the secondary schools.

Senior staff and Board Chairs met with Ministry staff on October 21<sup>st</sup> where it was acknowledged that the MyEducation BC provider had not met expectations and the Ministry will be reviewing the contract with Fujitsu to determine where they can address performance expectations and apply the penalty and how district's might be compensated for the overtime and stress on staff.

It is expected that once the program is working and functioning properly, it will be a very useful product. Districts are encouraged to continue to communicate with the Ministry's help desk to let them know what is and what is not working.

- October 2 and 5<sup>th</sup> were school and district professional development days with multiple opportunities, both in and out of the District, for staff to learn.
- A presentation to education staff by Shelley Moore on the topic of inclusion was so well received that the District has booked Ms. Moore for 3 dinner meetings which will focus on Teaching and Empowering Students. The presentations will be held on December 7, 2015, February 9 and May 2, 2016 and are open to all School District 69 staff and trustees.
- On the evening of October 26<sup>th</sup> 80 attendees from island school districts attended a conversation about assessment and collaboration.
- Principals and Vice Principals attended a professional development retreat on October 16/17<sup>th</sup> with a presentation by Roland Case from the Critical Thinking Consortium.
- The Teaching & Learning support teachers have provided teachers with a book titled 'Creative Thinking Classrooms' which is a wonderful resource in discussions with teachers about what approaches to use in the classroom. The support teachers worked with curriculum resource teachers earlier in the day in terms of curriculum exploration and did some work via Skype with a Professor from University of Toronto's Department of Curriculum, Teaching and Learning.
- There have been some small glitches with the Sustainable Outdoor Learning and Exploration (SOLE) and Science, Technology, Robotics, Engineering and Math (STREAM) programs; however, with support from teachers and administrators at both sites, students are enjoying the program and engaged in their learning.
- The District is in collaboration with community partners to host a CALL Out! Community workshop on Monday, November 30, 2015. The workshop will provide attendees with information on how to create more inclusive and welcoming environments for Lesbian, Gay, Bi, Trans, Two-Spirit and Queer youth.

- Acknowledgement of everyone in the Operations & Maintenance department who have been busy addressing needs and providing support as identified by all the sites in the District.

**c. Education Planning Update**

Superintendent Koop reported that senior staff and Board Chairs had the opportunity to hear more about the framework process at a Ministry Liaison meeting held on October 21, where the conversation centered on learning being defined more broadly than through the 6-year completion rate and provincial exams. Superintendent Koop that the broader definition is reflected directly in the District's own commitment in its Strategic Plan to developing School Growth Plans on an annual basis as well as a District accountability plan. The District is still operating under the existing School Growth Plan and will transition to the new process during this school year.

Superintendent Koop noted that the Board and senior staff continue to review and work with the information provided through the ThoughtExchange community engagement at the school and district level.

Superintendent Koop stated that he and Assistant Superintendent Wilson are in the process of visiting each school and program site to meet with administrators to reflect on activities that have been identified in connection to the District's strategic directions, which will form the Action Framework for that plan this year. Once those conversations are completed, the Action Framework will be brought back to the Board. He noted that the conversations to date reflect the commitment of administrators to know every learner at their sites.

**d. Learning Improvement Funds 2015/16**

Assistant Superintendent Wilson reported that the Learning Improvement Funds (LIF) are allocated to two areas, Education Fund and Support Staff Fund. Further to discussions with administrators, who have undertaken class reviews, some staffing was released to ensure that people with the right skill sets are in place to support the classrooms. All sites have completed their fall consultation process.

The LIF has been allocated as follows:

- Teaching allocation has gone to additional counselling, learning support services and to teacher who are supporting learning in terms of reading and numeracy.
- Small balance carried forward which will be used to address needs as they surface in February.
- Support staff allocation has gone to meeting time for Education Assistants where they are part of the conversation with teachers regarding a student's Individual Education Plan or as a team to support learners in their schools
- Two district meetings are also held to support educational assistants with strategies to support their learners
- An additional 25 hour Child & Youth Care Worker supported by a support staff allocation at Errington and an overall increase of approximately 12 education assistant hours.

**14. CORRESPONDENCE ATTACHED**  
**None**

**15. POLICY**

**a. Board Policy 3001: Living Wage (NEW)**

**15-72R**

*Moved* Trustee Flynn                      *Seconded* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt School District No. 69 (Qualicum) Board Policy 3001: *Living Wage* and its attendant Administrative Procedures, at its Regular Board Meeting of October 27, 2015.

CARRIED UNANIMOUSLY

**b. Board Policy 6190: Workplace Bullying and Harassment (including Sexual Harassment)**

**15-73R**

*Moved* Trustee Flynn                      *Seconded* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 6190: *Workplace Bullying and Harassment (including Sexual Harassment)*, and its attendant Administrative Procedures, at its Regular Board Meeting of October 27, 2015.

CARRIED UNANIMOUSLY

**c. Board Policy 5015: Conduct of Coaches (NEW)**

**15-74R**

*Moved* Trustee Flynn                      *Seconded* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt School District No. 69 (Qualicum) Board Policy 5015: *Conduct of Coaches*, and its attendant Administrative Procedures, at its Regular Board Meeting of October 27, 2015.

CARRIED UNANIMOUSLY

**d. Board Policy 3050: Cooperation of School and Learning Communities**

**15-75R**

*Moved* Trustee Flynn                      *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) give first reading to adopt the revisions to School District No. 69 (Qualicum) Board Policy 3050: *Cooperation of School and Learning Communities*, and its attendant Administrative Procedures, at its Regular Board Meeting of October 27, 2015.

CARRIED UNANIMOUSLY

e. **Board Policy/Administrative Procedures**

**15-76R**

*Moved* Trustee Flynn *Seconded* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) accept the recommendation of the Board Policy and Policy Advisory Committees that the following policies have been reviewed and confirmed as written and reformatted as a policy statement with an attendant administrative procedure:

- Board Policy 3040: *School Closure, Consolidation, and Reconfiguration*

CARRIED UNANIMOUSLY

16. **TRUSTEE ITEMS**

a. **Advocacy Letter**

Trustee Young stated that advocacy is in important role for everyone in public education, particularly considering that funding to private schools is increasing while funding to public schools is decreasing and suggested that the Board support the recommendations submitted to the Select Standing Committee on Finance and Government Services by the BC Teachers' Federation and the BC School Trustees Association.

Trustees concurred and deliberated as to what information and references should be included in the letter.

**15-77R**

*Moved* Trustee Young *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) write a letter supporting the recommendations submitted to the Select Standing Committee on Finance and Government Services by both parties [the BC Teachers' Federation and the BC School Trustees Association (BCSTA)]; and further,

**THAT** this letter may include any issues considered to be facing School District 69 (Qualicum) with regard to adequate funding; and further,

**THAT** this letter be addressed to the Minister of Education, and circulated widely to partner groups, media and other members of the Legislative Assembly; and finally,

**THAT** the Board of Education of School District 69 (Qualicum) encourage other BC Boards of Education to do the same.

CARRIED UNANIMOUSLY

b. **MyEdBC**

Trustees and senior staff discussed the challenges being experienced with MyEducation BC software, from the impact on individuals to systemic impacts including added pressures on support staff as a result of additional time being needed to accomplish very basic tasks. They spoke of the need for Districts, and potentially individual teachers and clerical staff, to be compensated for the time and stress on the system, and to be provided with training for staff, at no cost to districts.

Senior staff and the Board Chair reported that the Ministry has acknowledged that the company did not provide the product it promised and understands that there has to be some compensation that comes to Districts in some form to

acknowledge the stress and time the system has borne. The penalty clause in the contract with Fujitsu is quite substantial and will be levied on a daily basis.

Staff are constantly communicating to the Ministry and the issues are not about training for teaching staff; the issues are that the program could not meet the demands on the system. The Ministry has not defended the action of the vendor and is being forceful about its dissatisfaction and the need for that company to compensate Districts which had clear performance provisions. Fujitsu has accepted accountability.

Trustees discussed how best to advocate for compensation to Districts and determined that a message would be conveyed to Trustees across the province at an upcoming Vancouver Island School Trustees Association (VISTA) meeting scheduled during the BCSTA Winter Academy. The message will be that Trustees should be using BCSTA as the voice of Boards of Education to ensure that the mental and physical health of their employees who have been put under so much stress is supported. The Ministry and Fujitsu must also be made aware of the negative effect on learners that the frustration with using MyEducation BC has caused.

**17. NEW OR UNFINISHED BUSINESS**

None

**18. PUBLIC QUESTION PERIOD**

None

**19. ADJOURNMENT**

Trustee Austin moved to adjourn the meeting at 9:28 p.m.

*Original signed copy on file*

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CHAIRPERSON

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SECRETARY TREASURER