

School District No. 69 (Qualicum)



REGULAR BOARD MEETING MINUTES

TUESDAY, MAY 24, 2016

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
Chris Dempster	General Manager of Operations
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)
Qualicum District Principals/Vice Principals' Association (QDPVPA)
District Parent 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

16-46R

Moved Trustee Austin *Seconded* Trustee Gair

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

CARRIED UNANIMOUSLY

4. APPROVAL OF THE CONSENT AGENDA

- a. Approval of Regular Board Meeting Minutes: April 26, 2016
- b. Approval of Special Budget Board Meeting Minutes: April 19, 2016
- c. Ratification of In Camera Board Meeting Minutes: April 19, 2016
- d. Ratification of Special In Camera Board Meeting Minutes: April 19, 2016
- e. Approval in principle for a Ballenas Secondary School student field trip to New York from March 15-20, 2017
- f. Ministry of Education News Releases
 - British Columbia students to become Masters of Disaster
 - \$500,00 for early childhood educator training
 - Scotiabank now helping kids connect with \$1200 education grant
- g. Reports from Board Representatives to Outside Organizations
 - Oceanside Building Learning Together Society – Trustee Young
 - First Nations Education Advisory Committee – Trustee Flynn
- h. Status of Action Items - May 2016

16-47R

Moved Trustee Austin *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of May 24, 2016, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS

a. A District Vision for Eye Care – Parksville Lions Club

Mike Garland, outlined a proposal from the local Lions Clubs (Parksville, Qualicum Beach and Nanoose Bay) to partner with the District and facilitate the screening (not testing) of students to detect potential indications of some common vision problems.

The Board Chair thanked Mr. Garland for his presentation and advised that the Board was very interested in the proposal. After further consideration of the logistics involved, Mr. Garland will be contacted to advise him of the Board’s decision.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS

Trustee Austin

- Enjoyed her attendance at the BC Recreation and Parks ‘Elevating Recreation’ Symposium held on April 27-29, 2016 which focused on physical literacy. She is grateful for the many opportunities the location of School District 69 and its collaboration with local organizations provide to students in the area of physical/outdoor recreation. Many other Districts in the province do not have that same structure or relationship in sharing of fields and resources with municipal partners.

Trustee Young

- Announced a fundraising campaign by the Oceanside Building Learning Together to 'Build OUR Bus' to retrofit a new WOW bus. Anyone matching or superseding her \$100 donation would receive a coveted 'I am building OUR bus!' badge.

Trustee Flynn

- Recognized the Parksville Lions Club President, Tom Roy, who has been driving the WOW Bus for many years.
- Acknowledged the members of the Policy Advisory Committee who have been working through the Board's Policies and Bylaws to revise them from weighty policy documents to short policy statements with attendant administrative procedures. The Committee has completed the Board Bylaws and section 3000 (Governance) and is nearing completion of the review of section 4000 (Administration and Facilities).

Trustee Kurland

- Enjoyed participating in the exit interviews of the Kwalikum Secondary graduating students. It was wonderful to see how focused the students were and to hear their future plans and dreams.

Trustee Gair

- Echoed Trustee Kurland's comments regarding the exit interviews which he found fantastic.
- Participated in the District Scholarship interviews and thoroughly enjoyed that opportunity to speak with the candidates from the three secondary schools.
- Was dunked at the Qualicum Beach Elementary School Carnival held on May 6th.
- Wrote a letter to the editor which was published in the PQB News May 24th.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Norberta Heinrichs, President, reported on the following:

- Elections were held at the MATA AGM two weeks prior and Ms. Heinrichs was re-elected as President and Ms. Comer was re-elected as Vice President for 2016/17.
- Retirees were recognized at the AGM and teachers new to the profession were acknowledged for their participation.
- The school-based professional development day held May 13th was successful with teachers focusing on their professional needs at the school and working with staff and their peers in smaller groups.
- Teachers are taking advantage of the In-District professional development opportunity to purchase professional summer reading.
- Concerns from some teachers regarding information received from the provincial level that some districts have been asked to roll out the Next Generation Network (NGN) as a device ratio at school.

Assistant Superintendent Wilson clarified that the NGN is a network (or 'highway') which is replacing the former PLNet. There is no direct correlation to devices in schools. The infrastructure was put in place. She noted that there are some concerns for some teachers who have computers in their classrooms which are

outdated and won't take new imaging, updates, or security programs and that is causing problems in terms of spam and phishing so they not being protected by the infrastructure. The District has been working on providing a solid infrastructure so that devices function properly and Wi-Fi access can be increased over the summer.

Administrators are also identifying a number of ways to support teachers in making the necessary type and number of devices available to teachers for their classrooms. Teachers should contact their administrators to determine their needs. Consideration also must be given to how many devices are in a school as there are only so many staff available to provide support and maintenance for the devices. Staff are determining a reasonable number of devices to have in buildings so students have access to them when they need them. Schools are also working on 'Bring Your Own Device' (BYOD); however, many families cannot afford to provide their child(ren) with a device so the district needs to ensure that all students have access either through a loan from the office or library. Techs from each building are providing information to the District Technology Committee and the results of the technology survey will be reviewed to determine how teachers are using technology in their classrooms and how best to support that technology.

- Concerns that there appears to be a reorganization of education assistants' hours at a time when classes are being organized for the upcoming year. Assistant Superintendent Wilson provided details on the education assistant posting and filling process during her Education Programs Update.
- MATA has initiated conversations with senior administration and the Human Resources department on behalf of Speech & Language Pathologists to discuss inequity in terms of remuneration and status comparable to that of teachers in other districts throughout the province.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Jalyn Sorg, Co-Chair, reported on the following:

- The next DPAC meeting will be held on Wednesday, May 25th at 7:00 p.m.
- Ms. Sorg and Angie Carlyle attended the BC Confederation of Parent Advisory Councils (BCCPAC)'s Annual Spring Conference and AGM which was held in Kelowna April 29 – May 1, 2016.
- Ms. Sorg acknowledged all the volunteer parents of the BCCPAC who are spending their time, energy and own money to advocate for increased funding and resources for all students in the province.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

(10 MINUTES)

None

12. ACTION ITEMS**a. School Fees****16-48R**

Moved Trustee Young *Seconded* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the 2016/17 School Fees as presented.

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS**a. Educational Programs Update**

Assistant Superintendent Wilson reported on the following district initiatives:

- The District is in the midst of Round Two of the Staffing Process. Acknowledged the work of the Principals and Vice Principals to get the postings ready and the HR staff for their work and support of that process.
- The Education Assistants have received layoff notices or adjustment notices of an increase or decrease in hours at some sites. The Education Assistant hours for the entire system will remain the same next year as this year; however, they will be distributed based on the needs of the schools as identified from school reviews and what is known so far about students who are exiting or entering the system and who have submitted cross-boundary requests to attend a different school in the District.
- Following the *First Steps to School Fair* with Pete the Cat, *Welcome to Kindergarten* programs, with support from the Learning Partnership, are being held at all elementary schools. Teachers are meeting with the District's newest learners and their families.
- Schools are in the midst of participating in and planning end of year field trips with outdoor activities that are solidifying learning that students have been doing in the classroom.
- Acknowledgement of staff and administrators from Ballenas Secondary School, one of ten schools selected to attend the Networks of Inquiry and Innovation and the Aboriginal Enhancement Schools Network, who presented a session titled: *School Structures to Support Transitions* which provided attendees with information on Ballenas Secondary is engaging and supporting Aboriginal students in Grade 10 to increase their transition to post-secondary and the school structures - Collaboration, Flex Learning, SEL focused LINK (Advisory Model), Aboriginal Enhancement Agreement and team, and the Spirals of Inquiry - come together in a learning community to support the transition of all students.
- As part of the Ballenas Music Programs concert series trip to Alberta, Mr. Robson's senior high band performed at the elementary school he used to attend in his home town of Hinton.
- Following conversations regarding how to communicate student learning to parents, a grant application has also been submitted to SetBC to support two learning classrooms, one for FreshGrade and one for Scholantis digital portfolio programs.
- Work is being done to provide summer professional learning opportunities for teachers in the areas of numeracy, writing, DRC resources, and the FreshGrade and Scholantis e-portfolio programs.
- The Becoming and Belonging Research Project will host a community event at the Parksville Community & Conference Centre. The event

celebrates Oceanside youths'. The event will showcase a series of short digital stories (films) and a photovoice gallery created by youth and celebrate youths' perspective on the mental health challenges youth can face and recommendation for a more inclusive community.

- The IT Department staff are working on a new version of the internal staff portal which will be launched within the next week. Staff are encouraged to access it via STARTsd69.bc.ca.

b. Education Planning Update

i. ThoughtExchange Surveys

Superintendent Koop reported that he has received the results from the ThoughtExchange process which surveyed the District's students from Grades 6 to 12. Students responded to three questions after which they were given the opportunity to help prioritize the responses received by the use of 'stars'.

The data has already been shared with school administrators who will take that information to guide their work with their own leadership teams and with parents. The Superintendent will also be reviewing the data with the Board at its Informal Meeting on Friday, May 27th to discuss the responses, what has been or could be done to address concerns raised, and how to communicate the results to the students and the public.

The Superintendent stated that he will also be working on an Executive Summary of the data which will be written in student-friendly language

He then advised that a second public consultation has been initiated for all staff, trustees, parents and the broader community to provide feedback on their experiences this year – what they think the District did well and where there is room for improvement. Staff received the link on May 20th, and a communication to parents would be sent out in the next day or two inviting them to contribute their thoughts as well. A few weeks later, everyone will be invited to join Step 2 of the process to review and help prioritize the thoughts generated during Step 1. ThoughtExchange staff will aggregate the data for a presentation to administrators in either early July or late August.

ii. School-Based Conversations for Enhancing Student Learning

Superintendent Koop stated that he and Assistant Superintendent Wilson had completed their school-based conversations with the Principal & Vice Principal teams to determine what they know about their learners and how that will shape their actions and how those actions would relate to the Strategic Plan.

Trustees will be visiting each school during the first two weeks of June to meet with school administrators, staff and some parents to review and discuss their plans for enhancing student learning.

c. 2015 Carbon Neutral Action Report

Secretary Treasurer Amos presented the 2015 Carbon Neutral Action Report, highlighting some of the energy savings initiatives that the District has put in place and reviewing some of the savings realized from those initiatives. The Report has

been submitted to the Ministry of Environment's office of the Climate Action Secretariat.

14. **CORRESPONDENCE ATTACHED**

None

15. **POLICY**

a. **Board Policy 4001: Capital Projects – Tendering, Purchasing and Disposal**

16-49R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 4001: *Capital Projects - Tendering, Purchasing and Disposal* and its attendant Administrative Procedure, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

b. **Board Policy 4005: New/Repurposed Facilities**

16-50R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 4005: *New/Repurposed Facilities* and its attendant Administrative Procedure, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

c. **Administrative Procedure: Rental and Use of School Facilities and Equipment (*Previously Board Policy 4015*)**

16-51R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the Administrative Procedure: *Rental and Use of School Facilities and Equipment*, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

d. **Administrative Procedure: Sports Grounds and Site Playgrounds (*Previously Board Policy 4026*)**

16-52R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the Administrative Procedure: *Sports Grounds and Site Playgrounds*, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

**e. Administrative Procedure: Lasqueti Island Teacherage (Housing)
(Previously Board Policy 4055)**

16-53R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the Administrative Procedure: *Lasqueti Island Teacherage (Housing)*, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

**f. Administrative Procedure: Security of Property and Assets
(Previously Board Policy 4012)**

16-54R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the Administrative Procedure: *Security of Property and Assets*, at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

g. Board Policy 4014: Video Monitoring

16-55R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 4014: *Video Monitoring* and its attendant Administrative Procedure at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

h. Board Policy 4100: Sustainable Practices

16-56R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading to adopt Board Policy 4100: *Sustainable Practices* and its attendant Administrative Procedure at its Regular Board Meeting of May 24, 2016.

CARRIED UNANIMOUSLY

Trustee Gair suggested that input from district students regarding ideas for environmentally sustainable initiatives be welcomed and given serious consideration.

16. TRUSTEE ITEMS

None

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

Trustees/senior administrators received comments and/or answered questions on the following topics:

- Bulk Purchase of School Supplies

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 8:21 p.m.

Original Signed Copy on File

CHAIRPERSON

SECRETARY TREASURER