

School District No. 69 (Qualicum)



REGULAR BOARD MEETING MINUTES

TUESDAY, October 25, 2016

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

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

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent
Ryan Hung	Assistant Secretary Treasurer
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 Parents Advisory Council (DPAC)

1. CALL TO ORDER

Chair Flynn called the meeting to order at 7:04 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 Nanoose and Qualicum First Nations for sharing their shared territories with the District.

3. ADOPTION OF THE AGENDA

A Notice of Motion was added under Trustee Items

16-103R

Moved Trustee Young *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. Adoption of Regular Board Meeting Minutes: September 27, 2016
- b. Ratification of In Camera Meeting Minutes: September 20, 2016
- c. Ratification of Special In Camera Meeting I Minutes: September 12, 2016
- d. Ratification of Special In Camera Meeting II Minutes: September 12, 2016
- e. Approval in principle for Kwalikum Secondary School Student Field Trip to Moscow, Idaho from February 22 to 26, 2017.
- f. Final approval for a Ballenas Secondary Student Field Trip to New York from March 12 to 17, 2017.
- g. Ministry of Education News Releases
 - BC gaming grants benefit parents and students
 - BC leads Canada, extends support for youth aging out of care
 - Students to become BC's Masters of Disaster
 - It's October: Happy Library Month!
 - Education Minister's Statement on World Teachers' Day
 - Parents asked to share thoughts on progress reporting for their children
 - Province invests to eliminate student transportation fees for Qualicum families
- h. Reports from Board Representatives to District & External Committees
 - Curriculum Implementation Advisory Committee – Trustee Young
 - Indigenous Education Advisory Committee – Trustee Young
 - Building Learning Together Coalition – Trustee Young
 - BCPSEA Symposium – Trustee Flynn
- i. Status of Action Items - October 2016

16-104R

Moved Trustee Gair *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 October 25, 2016, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS**a. Indigenous Education Program**

Rosie McLeod-Shannon, District Principal of Indigenous Education Program, provided the Board with an overview of the work being done to support the following five priorities identified in the Indigenous, Metis and Inuit Education Enhancement Agreement:

- To support the transition of students between grades 10 to 12.
- To improve the numeracy achievement of Indigenous, Metis and Inuit students at all levels.
- To improve the Hul'q'umi'num language skills and knowledge of students in School District 69 (Qualicum).
- To increase an understanding and awareness of Indigenous pedagogy among all students and staff in School District 69.
- To improve attendance of students by continuing to explore flexible learning environments.

6. BUSINESS ARISING FROM THE MINUTES

None

7. **TRUSTEE HIGHLIGHTS**

Trustee Austin

- Attended the Springwood Elementary School Fall Carnival and assisted with ticket sales. The event was well-attended and great fun.
- Announced that the Tribune Bay Outdoor Education Center Society was holding its Annual General Meeting on Tuesday, November 15th at the Comox Valley School Board Office at 10:00 a.m. Members of staff and the public are welcome and encouraged to attend as the Society is always seeking new members.
- Acknowledged the Regional District of Nanaimo's (RDN) recreation and culture programs offered to students over the summer and non-instructional days. Having that option for their children also supports working parents.
- Reported that the Recreation Commission was acknowledged by RDN staff for its positive working relationship with the School District and the RDN will be using that relationship as a model in order to foster the same type of positive working relationship with other organizations that work closely with the RDN.

Trustee Young

- Also attended the Springwood Elementary School Fall Carnival and assisted Trustee Austin with ticket sales.
- Expressed her appreciation for the senior management staff following feedback from teachers to school administrators that school startup went fairly smoothly with some minor challenges which were addressed in a timely manner.

Trustee Gair

- Attended the Fall Branch Meeting of the Vancouver Island School Trustees Association which was held in the Sooke School District. Trustees had the opportunity to tour the two newly built high schools, which were phenomenal facilities. A presentation by school administrators from those two high schools revealed that the School Codes of Conduct were written in cooperation with the students in their schools. Trustee Gair would like SD69 to include students in the writing of the codes of conduct at each school, if they are not already. That practice would build school spirit and make students feel their voice is valued.

Trustee Kurland

- Was invited to read to a classroom of students at Bowser Elementary School. He appreciated the invitation from the school's principal, and the opportunity to be back in a classroom working with children.

Trustee Flynn

- Will be attending the Provincial Council on October 28 & 29, 2016 as well as attending the 2nd Annual Partner Liaison Meeting with the Minister of Education on Wednesday, October 26th and the BC Board Chairs Meeting on Thursday, October 27th.

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

Norberta Heinrichs, President, commented on the following:

- Provincial professional development day sessions attended by her colleagues and those she attended herself.
- Resources purchased as well as those that were created by teachers for immediate use in the classroom, following their attendance at the professional development sessions.
- The press release by the Ministry of Education referring to the allocation of gaming grants to parent advisory councils and district parent advisory councils for

extracurricular activities – to suggest that parent groups fundraise for ‘extras’ is short sighted as most of the money raised is used to address the gaps created by the Ministry’s outdated funding model which does not provide adequate funding to schools.

- The Board was applauded for its recent letters to the Ministry asking for congruency and accountability as well as implementing feedback from key stakeholders.
- Requested that the Board consider the effects of composition on classes with over 30 students and to look at the nature of the classes, particularly those that are foundational courses which create the next path for students. MATA expressed concern that the learning needs of students cannot be fully addressed in those classrooms.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No Report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Andrea Button, President, reported on the following DPAC activities:

- Reported that the next DPAC meeting is scheduled for Wednesday, October 26th.
- She inquired whether the District plans to obtain the Naloxone Kits for the high schools in the event that fentanyl overdoses occur at the schools.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS

a. School Codes of Conduct

Superintendent Koop noted that recently required language referencing sexual orientation and gender identity (SOGI) has been included in the recent editions of the school codes of conduct. The documents are updated after being reviewed by parents, students, and staff members after which they are reviewed by the Superintendent prior to bringing them to the Board for approval.

Staff took it under advisement that the Board would like to ensure student involvement in the yearly process of reviewing School Codes of Conduct.

16-105R

Moved Trustee Kurland *Seconded* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the Schools’ Codes of Conduct for the 2016-17 school year.

CARRIED UNANIMOUSLY

b. Amended 2015/16 Five-Year Capital Project Agreement

Secretary Treasurer Amos reported that additional funds in the amount of \$305,869 have been released for capital projects requested for 2015-16, which will have to be spent by March 31, 2017.

16-106R

Moved Trustee Austin *Seconded* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve the Amended School District No. 69 (Qualicum) Capital Project Funding Agreement 15/16-CP-SD69-01 in the amount of \$842,724 for the 2015/16 fiscal year.
CARRIED UNANIMOUSLY

c. Annual Five-Year Capital Plan

Secretary Treasurer Amos advised the Board that the process for District Capital Plan submissions has changed significantly this year as outlined in his memo provided in the agenda package. Those projects that were not approved under the supplemental funding have been brought forward as priorities in the 2016/17 plan as well as six replacements of buses.

16-107R

Moved Trustee Young *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the District's 2016-17 Annual Five-Year Capital Plan as submitted.
CARRIED UNANIMOUSLY

13. INFORMATION ITEMS**a. Enrolment Report**

Superintendent Koop reported that the confirmed enrolment for the district is 4019 Full Time Equivalent (FTE) students, which is 67 FTE over last year at the same time and 38 FTE over projected enrolment. This increase is almost certain to result in the District no longer requiring funding protection and, instead, receiving more money for each additional student.

He further reported that enrolment in the Collaborative Education Alternate Program (CEAP) was 50% over budgeted projections and staff will be investigating to determine the cause of that significant increase.

Also, the International Student Program (ISP) has seen an increase of 23 students over what the District budgeted for. While that will increase revenues it will also result in additional costs to provide services to those students. The Assistant Superintendent is working with the Principals at each site to determine staffing levels to accommodate those students.

b. Educational Programs Update

Assistant Superintendent Wilson reported on the following district initiatives and events:

- STREAM Program teacher, Sarah Hung, was successful in her application for a Best Buy Tech Grant in the amount of \$2,352. The school was 1 of 17 across Canada that was chosen to receive the grant and one of 3 in BC.
- New furniture was purchased for a number of schools which is being well received by students.
- The Technology Working Group is reviewing the results of the Tech Survey to help inform the district's technology plan.
- IT staff is working to learn the device management system to ensure teachers and students are able to utilize iPads for teaching and learning.
- Debbie Comer and Karen Frieson are working on applications for the mentorship initiative to partner mentors and mentees.

- Applications are being received for Curriculum Implementation Inquiry projects. Applications are due by October 31st and the successful applicants will be informed by November 10th as to what types of support they will receive for their inquiry project.
- The Central Vancouver Island Early Years Partnership – Central Vancouver Island Region, held a meeting at Qualicum Commons on Friday, October 14 with Maureen Dockendorf, Superintendent of Early Years. The focus this year is to discuss and identify ways to create successful transitions to Kindergarten. The District will be hosting a Regional Early Years Conference in March 2016.
- The results of the Wave 6 Early Development Index (EDI) - Community Profile have been released and are available on the UBC Human Early Learning Partnership website. Staff will be reviewing the data to identify how the District compares provincially and where adults can direct their focus to support the children in the community.
- Teachers attended a number of professional learning opportunities presented by a number of provincial professional associations on October 21, 2016.
- A survey was distributed to teachers to help identify a number of sessions to be offered on the November 10th Curriculum Implementation Day.
- Conferencing took place in individual schools over a four week period and each site included an evening session. Parents/guardians were provided with a brochure prior to conferencing on how the district was focusing on student learning this year and identifying a number of ways in which teachers are communicating their child's learning.
- The Ministry hosted a 2-day session on Violence Threat Risk Assessment (VTRA) for Safe School Coordinators.
- Initiatives are underway in collaboration with local community organizations and the RCMP to address fentanyl use in the district by focusing on harm reduction and education/prevention. Presentations are planned at each secondary schools on October 26 and 27 for the grade 11 and 12s with some 10's. There are also plans to present to DPAC as well as all other students in the secondary schools.
- A Policy Summit on Sexual Orientation Gender Identity (SOGI) was held in Richmond on Tuesday, October 25. SOGI is a more inclusive reference which districts need to include in their policy. The ARC (Awareness. Respect. Capacity) foundation is working with the BC Teachers' Federation and other organizations to develop material to provide support to students in classrooms.

c. Education Planning Update

Superintendent Koop reported that he and the Assistant Superintendent have begun conversations with school administrators to discuss their Enhancing Student Learning Plans and how they correspond to the four strategic priorities identified in the District Strategic Plan.

Other conversation focused on how the District is going to communicate student learning that is more congruent with the redesigned curriculum.

d. Learning Improvement Funds

Assistant Superintendent Wilson reported that a large portion of the Learning Improvement Funds were allocated in the spring to place teaching staff and allocate education assistant hours. Supports in the areas of counselling, Literacy/Numeracy and occupational therapy were also added. There is

approximately \$10,000 remaining in the fund which will be not be allocated until the District moves into its second semester to support resources identified from class reviews.

e. Supplemental Transportation Funding Update

Secretary Treasurer Amos reported that all transportation issues have been resolved with regard to bus capacities and routing following the approval and receipt of new Transportation funding, which resulted in no fee being charged to eligible riders. No new routes were required and all courtesy riders have been accommodated. Ridership has decreased slightly from 2015/16 although this may increase due to inclement weather. Transportation staff continue to monitor ridership as well as placement and safety of drop off/pick up areas throughout the year.

f. Water Testing Requirements

Chris Dempster, General Manager of Operations, reported that, in February 2016, the Ministry asked districts to work closely with local health authorities to establish a plan to evaluate water quality in schools. The Ministry has recently developed a Policy for testing lead content in drinking water of school facilities to provide guidance to school districts in establishing a plan to evaluate and mitigate any issues. Since March, all school sites built before 1991 have been tested and have come in below the 10 ug/L maximum. Mr. Dempster is currently in the process of identifying the best testing program available to bring the District in line with the new Ministry directive.

g. Quarterly Financial Update

Secretary Treasurer Amos presented the Board with the current financial position of the District, which is on target to the preliminary budget.

h. Class Size Report – October 14, 2016 Snapshot

Superintendent Koop presented the class size report to October 14, 2106 which identifies classes which have more than 30 students and have been determined to be appropriate for student learning.

14. CORRESPONDENCE ATTACHED

a. Letters to Minister of Education

- i. Request to exempt districts from Foundation Skills Assessment
- ii. Request for response to recommendations of the Select Standing Committee on Finance and Government Services

15. POLICY

a. Board Policy 7000: *Safe, Caring and Inclusive School Communities*

(Merging of Board Policies: 7001, 7003, 7020, 7023, 7024, 7035, 7040, 7162, 7164, and 7166)

16-108R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 7000: *Safe, Caring and Inclusive School Communities* and its attendant Administrative Procedure, at its Regular Board Meeting of October 25, 2016.

CARRIED UNANIMOUSLY

b. Board Policy 7001: *Student Discipline (previously Policy #7000)*

16-109R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 7001: *Student Discipline* and its attendance Administrative Procedure, at its Regular Board Meeting of October 25, 2016.

CARRIED UNANIMOUSLY

c. Board Policy 7165: *Substance Use (Students)*

16-110R

Moved Trustee Flynn *Seconded* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 7165: *Substance Use (Students)* and its attendance Administrative Procedure, at its Regular Board Meeting of October 25, 2016.

CARRIED UNANIMOUSLY

d. Board Policy 8007: *Towards a Scent Considerate School/Workplace Environment (Previously Titled: Use of Scented Products)*

16-111R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 8007: *Towards a Scent Considerate School/Workplace Environment* and its attendant Administrative Procedure, at its Regular Board Meeting of October 25, 2016.

CARRIED UNANIMOUSLY

e. Rescinding of Policies

16-112R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) rescind the following Board Policy at its Regular Board Meeting of October 25, 2016:

- 3025: *Communications*

CARRIED UNANIMOUSLY

16. TRUSTEE ITEMS

a. Public Consultation re: Meadowood Property

16-113R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) announce that it is considering the disposition of property located at 1830 Galvin Place (in the Meadowood community of Qualicum Beach); and,

THAT the Board of Education of School District 69 (Qualicum) direct staff to seek community feedback through a Public Notice to be placed in the local media.

CARRIED UNANIMOUSLY

b. Courtesy Ridership

Trustee Austin reminded the Board of the original intent of providing the option of courtesy ridership to students from the Whiskey Creek area to Qualicum Beach Elementary School, which was to alleviate pressure on Errington Elementary

School following the closure of French Creek Community School and the reconfiguration of the district. She stated that she would like to see the District waive the courtesy rider fee for those students from the Whiskey Creek and Meadowood areas who have chosen to attend Qualicum Beach Elementary School rather than Errington Elementary School.

Trustees deliberated the recommendation and considered the cost to the District as well as the potential to set a precedent for other riders i.e. students attending an academy or French immersion at a school outside of their catchment area, creating inequity in the system. It was also noted that providing transportation is not a requirement of districts under the School Act.

16-113R

Moved Trustee Austin *Seconded* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) waive the courtesy bus fees for existing courtesy riders in the Errington Elementary School catchment area and Meadowood students who reside in the current Kwalikum Secondary School catchment area. This arrangement will be reviewed annually in June for the next school year and may be subject to needs based on enrolment and bus route availability.

DEFEATED

c. BC School Trustees Association's Media Statement

Trustee Young referred to a statement from the president of the BC School Trustees Association (BCSTA) in response to the firing by the Minister of the Vancouver School Board, which Trustee Young believes does not reflect the support the association should be providing to the work of the democratically elected boards. She also stated that she does not believe the President had the right to comment on a Board that is not a member of the BCSTA.

Trustees debated the motion and gave consideration to whether they believed the BCSTA President stepped outside the bounds of who and what BCSTA represents and/or undermined the democratic process. They also considered what information they had regarding the dynamics of the Vancouver School Board and it was suggested that the focus should, perhaps, be on the Ministry's constant underfunding of public education.

16-114R

Moved Trustee Young *Seconded* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) request that the BC School Trustees Association (BCSTA) rescind its Media Statement regarding the firing of the Vancouver School Board and reaffirm the BCSTA mission statement that includes supporting and advocating for public education and ensuring local control in our public schools.

CARRIED UNANIMOUSLY

Trustee Kurland then suggested that the Board refuse to meet with the Minister during his upcoming visit to the District and, instead, have the Board Chair deliver a letter from the Board stating its displeasure of the Ministry not providing adequate funding to public education for the past 20 years.

Superintendent Koop asked the Board to consider whether its role would be best served by boycotting the Minister's meeting, rather than taking advantage of the opportunity to make their case directly to the Minister and provide suggestions for solutions that could be implemented. At the same time, the Board would have the

opportunity to showcase all the positive learning opportunities provided in the district, which also deserve to be shared in front of the people who are the decision makers.

Trustees debated the merits of boycotting the Minister’s meeting versus the opportunity to meet with the Minister to raise their concerns.

16-115R

Moved Trustee Kurland *Seconded* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) boycott the upcoming visit to the District by the Minister of Education, with the exception of the Board Chair who would, at that time, present Minister Bernier with a letter outlining the Board’s stance and request that the Ministry of Education provide sustainable, adequate and predictable funding for public education.

CARRIED

Chair Flynn voted against the motion

d. Notice of Motion

Trustee Austin gave notice of her intention to propose a motion for the Board to write a letter to the Minister of Education requesting that a by-election be held for trustees of the Vancouver School District, as well as any other district currently sitting without a democratically elected Board of Education.

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

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

- Consideration of the disposition of the Meadowood property – *the Board anticipates that it would not be required for educational purposes.*
- Proceeds from the disposition of the Meadowood property – *the funds would stay in local capital.*
- Additional costs for lead testing in water – *there will be costs associated with extensive and frequent testing of the water sources, the total of which has yet to be determined. The Ministry has not provided additional funds to cover any of those costs.*

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 9:45 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER