

4. APPROVAL OF THE CONSENT AGENDA

- a. Approval of Regular Board Meeting Minutes of August 29, 2017
- b. Approval of the Special Board Meeting Minutes of August 29, 2017
- c. Ratification of In Camera Board Meeting Minutes: August 29, 2017
- d. Ministry News
 - Education by the numbers
 - Gearing up for a new school year
 - Funding to make sports affordable, so all kids can play
 - The Province provides \$500,000 to support readers
 - BC and the Orange Shirt Society say 'Every Child Matters'
 - Celebrating coaches in BC - #Thankscoach
 - Government undertakes fiscal sustainability review (*Deferred to Trustee Items*)
- e. Reports from Board Representatives to Outside Organizations
 - Oceanside Building Learning Together Coalition –Trustee Young
 - Celebration of an Indigenous Learning Partnership – Trustee Young
 - RDN District 69 Recreation Commission – Trustee Young
- f. Status of Action Items- September 2017

17-78R

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 September 26, 2017, as amended.
CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS**a. 2016-17 Audited Financial Statements**

Ms. Kelly Olson and Alex McLean, Auditors from McGorman McLean, presented the 2016-17 Audited Financial Statements, noting it was a clean audit and thanking the Secretary Treasurer and Assistant Secretary Treasurer for their assistance during the audit.

b. Senior Staff Response to CUPE Presentations

Chair Flynn outlined the intent and parameters under which partner groups are afforded the opportunity to keep the Board apprised of aspects of their work as well as the Board's expectations of the tone and content of messaging by partner groups.

Superintendent Koop and Assistant Superintendent Wilson then responded to the presentations made by CUPE Local 3570 at the June and August Board Meetings by providing information about how resources are allocated to schools, including education assistant hours, in order to meet the needs of all students. They also clarified that, contrary to what was stated by CUPE Local 3570 and reported in the press, there was no discipline of any staff member as a result of the presentations. The various processes and grievance procedures through which support staff can bring forward concerns if there is an alleged breach of the Collective Agreement were also outlined.

- c. **Superintendent Recognition of District Parent Advisory Council**
Superintendent Koop presented Andrea Button, the DPAC President, with a 125th Anniversary Service Certificate of Merit from the Royal Life Saving Society, acknowledging the DPAC's support of the Swim to Live program. DPAC hosted the program for all grade 7 and some grade 6 students and made a financial contribution to the Society.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS

Trustee Kurland

- Attended the District Health & Safety Committee Meeting on September 18th and appreciated the collaborative approach by all attendees. He thanked his fellow trustees for providing additional funding for health & safety training and to purchase the *City Reporting* program which will facilitate the monthly monitoring and reporting requirements at each work site.

Trustee Young

- Attended the Springwood Elementary Open House on September 19th, with a theme of *Magnificent Things* based on a book titled, *The Most Magnificent Thing*, which all classes in the school were involved in examining. She enjoyed observing the different ways teachers and students approached their work as well as ways they approached it in similar ways.
- In reference to the response by senior staff to the support staff presentations, she noted that the Board's goal is to always work to support students in a collaborative and open process and she hoped that all those working at different 'tables' would continue to work collaboratively with the Board because that, and only that, will serve the needs of the District's students.

Trustee Austin

- Thanked Ballenas Secondary staff for providing a link to 30-second clips showcasing the professional development day activities. They were enjoyable to watch and offered a great opportunity for the Board to see what happens and the resulting good work.

Trustee Flynn

- Acknowledged *Raise-a-Reader Week* which was held September 14-21
- Advised that schools in the District will be recognizing *Orange Shirt Day* (which will fall on a Saturday this year) on Friday, September 29th to come together in the spirit of truth and reconciliation.
- Recognized *World Teachers' Day* which occurs on Thursday, October 5th.

Trustee Gair

- Is looking forward to presenting his motion to reduce the voting age to 16 years to the island Boards of Education at the upcoming Vancouver Island School Trustees' Association (VISTA) Fall Conference. If the motion passes, it will be brought to the BC School Trustees Association's Annual General Meeting at the end of November. If that motion passes, it would then be forwarded to government.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Debbie Comer, President, commented on the following:

- Sessions presented at the District-Wide Planning Day and the School-Based Professional Development Day. The sessions were well-attended and were a wonderful opportunity for teachers to collaborate, share ideas, learn and grow with their colleagues.
- MATA is proud that teachers attend professional opportunities offered within and outside the District to continue to grow as lifelong learners as well as to volunteer to represent staff on a wide variety of committees.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

Brian Thorpe, Vice President, stated that the Union has responded to a letter from the Board regarding the Union's previous two presentations and a letter to the editor.

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No Report

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS**a. 2016-17 Audited Financial Statements**

Secretary Treasurer Amos referred to the *Financial Statement Discussion and Analysis* which preceded the financial statements. The information is a result of recommendations from the Ministry's Financial Health Working Group to provide local context as well as additional information and analysis so that stakeholders can more fully understand the school district's 2016/17 financial performance.

Trustees Austin and Young noted that all trustees are members of the District's Audit Committee and had previously taken the opportunity to review the audited financial statement line by line as well as to review the information with the auditors.

17-79R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve the 2016-17 Audited Financial Statements as presented.

CARRIED UNANIMOUSLY

b. Reallocation of Surplus Funds

Secretary Treasurer Amos requested the Board's approval to reallocate \$100,000, which is no longer required for the boiler upgrades, to expedite the 3-year commitment to upgrade the information technology infrastructure.

Trustee Austin questioned whether there might not be other projects to which the \$100,000 could be allocated. Staff advised that the reallocation to technology infrastructure this year would allow concurrent projects to be completed in a more efficient manner; i.e. wiring for lighting at the same time as wiring for technology, which will also help to reduce costs. Those savings could then be redirected to other projects planned by the District.

17-80R

Moved: Trustee Kurland *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the Secretary Treasurer's reallocation of \$100,000, originally approved for use from the District's operating surplus to fund local capital projects for boiler replacement, to Information Technology Infrastructure improvements.

CARRIED UNANIMOUSLY

c. School Codes of Conduct

Deferred to the October Regular Board Meeting

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

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

- Acknowledged the work of the Curriculum Implementation Planning Group
- Acknowledged the work of the Professional Development Committee and the Curriculum Planning Committee which hosted a presentation on Assessment by Damian Cooper at the District-Wide Planning Day on September 22nd.
- The Local Action Team will be meeting on Thursday, September 28th with Jan Ference to discuss Trauma Informed Practice and OCRC networking.
- A presentation is also being held for parents and members of the public on Thursday evening titled: *How Neuroscience Can Help Us Be Better Caregivers*. Jan Ference will be featured and the event is being co-sponsored by the District Parent Advisory Council.
- The District enrolment data is due to be submitted to the Ministry by September 30th.
- International student enrolment is above projections with a vast range of countries represented. Homestays for international students are being sought on a continuous basis. The District Principals of the International Student Program are planning to make a presentation to the Board in the near future.
- Acknowledgement of the work of the Learning Improvement Fund (LIF) Committee with the assistance of the Director of Human Resources. A Support Staff Agreement has been reached.
- The District is working with partner groups on a multi-year calendar and hope to have it completed by December 2017.
- The Assessment, Evaluation & Reporting group has met for a 3rd week to discuss e-portfolios and determine what would work best to showcase a student's work and learning progress.
- Video clips showcasing activities at the recent professional development day were played for the Board. These were a great example of having fun while learning.

b. Education Planning Update

Superintendent Koop reported on the following education planning initiatives underway:

- Material is being sent to Principals and Vice Principals to begin the fall conversations about what they know about their learners and how it shapes the work they do with those learners.

- School Administrators will be working with Senior Staff to begin the process of determining how they are doing with the four Strategic Priorities, communicating student learning and implementation of the redesigned curriculum. School Administrators will then take the Consensogram Activity, in which they participated as part of their summer learning, to their schools to carry out over the next month. This will provide a site by site articulation as teachers and support staff share how we are doing and how we are progressing on the continuum.
- Once the Superintendent receives that 'quick read' from schools, he will work with ThoughtExchange to create the next survey.
- The Superintendent and Assistant Superintendent are working on the Enhancing Student Learning Plan (ESLP) for the District which will be presented in a different format this year. The ESLP will amalgamate individual school ESLP's and district initiatives. The District Plan will be brought forward to the October Regular Board Meeting
- Senior Staff continue to work with the Teachers' Union to work on the class size and composition conversations in a problem solving mode. Currently they are engaged in conversation with MATA regarding some specialty class areas.

14. CORRESPONDENCE ATTACHED

None

15. POLICY

a. Board Policy 6065: Recognition of Retirement and Long Service

17-81R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 6065: *Recognition of Retirement and Long Service* at its Regular Board Meeting of September 26, 2017.
CARRIED UNANIMOUSLY

b. Administrative Procedure: Recruitment and Selection of Exempt Staff

17-82R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Recruitment and Selection of Exempt Staff* at its Regular Board Meeting of September 26, 2017.
CARRIED UNANIMOUSLY

c. Board Policy 6030: Vacation Extensions-Teachers

17-83R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the revisions to Board Policy 6030: *Vacation Extensions – Teachers* at its Regular Board Meeting of September 26, 2017.
CARRIED UNANIMOUSLY

- d. **Administrative Procedure: Leave of Absence: Community Service/Public Office**
(Previously Board Policies 6030.9 and 6055)

17-84R

Moved Trustee Flynn *Seconded* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure: *Leave of Absence: Community Service/Public Office* at its Regular Board Meeting of September 26, 2017.

CARRIED UNANIMOUSLY

16. TRUSTEE ITEMS

- a. **Trustee Liaison Schools/Board Committee Representatives 2017/18**
Chair Flynn referred to the document which summarized the changes to the liaison schools and committee representative appointments for the 2017/18 school year.
- b. **Ministry News Release: Government undertakes fiscal sustainability review**
Trustee Austin inquired whether District staff had received any information on the process that would be used to review the education budget. Secretary Treasurer Amos noted that the information had been released earlier in the day and no further information on the process had been provided.

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

None

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 8:33 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER