

4. APPROVAL OF THE CONSENT AGENDA

- a. Approval of Regular Board Meeting Minutes: September 26, 2017
- b. Ratification of In Camera Board Meeting Minutes: September 19, 2017
- c. Ratification of Special In Camera Meeting Minutes: September 15, 2017
- d. Approval in principle for a Kwalikum Secondary School student field trip to Anaheim, California from April 18, 2018 to April 22, 2018.
- e. Approval in principle for a Kwalikum Secondary School student field trip to Moscow, Idaho from February 22, 2018 to February 25, 2018.
- f. Final approval for a Kwalikum Secondary School student field trip to France from March 14 to 25, 2018.
- g. Ministry News
 - Indigenous families, communities to benefit from \$6.4M investment
 - A visit will get you thinking: October is Library Month
 - October is Cyber Security Awareness Month: Work and play safe online
 - Government proclaims World Teachers' Day
 - Provincial Child Care Council welcomes new members
 - Arts, culture and sport organizations receive provincial Community Gaming Grants
 - Provincial Community Gaming Grants boost extracurricular activities for K-12 students
 - New curriculum transition extended for graduation years
- h. Reports from Board Representatives to Outside Organizations
 - Oceanside Building Learning Together Coalition – Trustee Austin
 - Indigenous Education Advisory Committee – Trustee Young
 - District 69 Recreation Commission – Trustee Young
- i. Status of Action Items - October 2017

17-86R

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 24, 2017, as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS

a. Long Range Facilities Plan

Secretary Treasurer Amos reviewed his memo provided in the agenda package outlining the requirement for Districts to prepare a long range facility plan. He then introduced Jim Alkins of Alkins Project Services Inc., who provided trustees with a review of the data used to demonstrate to the Ministry that the District is making efficient use of its facilities and identifying asset needs to support requests to the Ministry for funding.

Chair Flynn noted that the Board and Senior Staff have discussed the benefit of creating a Committee to monitor the Long Range Facilities Plan on a quarterly basis as it is a fluid document and changes will likely be required as additional information becomes available. The structure of the committee will be discussed and confirmed at a later date.

b. Foundation Skills Assessment Overview

Assistant Superintendent Wilson presented the Board with an overview of the Ministry's website outlining the New Foundation Skills Assessment (FSA), noting that the provincial assessment was created and designed by current practicing

teachers who were seconded to the Ministry. She then provided examples of some of the changes made to the assessment to a collaboration activity to identify more background knowledge, an on-line component and self-reflection to connect the assessment to the redesigned curriculum.

Trustees and Senior Staff raised concerns as to how the FSA data is used, particularly by the Fraser Institute. Superintendent Koop noted that the issue was also raised at a meeting held earlier in the day with Superintendents and Ministry staff. The Ministry is looking at options to keep the data as pure as possible and using the data to ensure it is used in the best way as possible by districts for planning purposes and being responsive to student needs as opposed to ranking schools.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS

Trustee Austin

- Attended the Spooktacular at Storybook Village at the Qualicum Commons earlier in the evening. The event was well-attended and it was wonderful to see the community involvement and the participation of the children in all the activities.

Trustee Kurland

- Attended the District Parent Advisory Council meeting on October 18th and found it interesting to observe the interaction of parents during the meeting and to hear the information presented at the pre-session 'Let's Talk about Drugs' and how drugs are impacting district students.

Trustee Young

- Highlighted the *Totally Tuesdays Classroom Presentation Handbook* created by the Indigenous Education Program which provides information to classroom teachers about cultural teachings available on Tuesdays to supplement classroom lessons within the redesigned curriculum.
- Referred to a news article regarding a BC trustee who has written a post against the SOGI curriculum. She stated that, to her it seems that the key to this issue is respect and learning to truly understand and embrace diversity. She hoped that in this District that the Board is doing a good job of that and that at some point all of us will understand that to respect is to reduce fear and to respect is to be open in our hearts and compassionate in our way forward. She noted that, for those reasons, she wore her *Public Education is the Key to Social Justice* T-shirt.

Trustee Gair

- Announced that his motion regarding a decrease of the voting age to 16 years was passed unanimously at the fall Vancouver Island School Trustees Association's (VISTA) Fall Conference and will be forwarded for consideration to the Annual General Meeting of the BC School Trustees Association (BCSTA) in the spring of 2018.
- Attended Errington Elementary School and had the opportunity to speak with the administrators and staff about their new process of drafting the school's Code of Conduct to include student input, a model that was shared with trustees by the Sooke School District.

Trustee Flynn

- Advised that she and senior staff will be meeting with the Minister of Education on Wednesday, October 25th at the 3rd Annual Partners Liaison Meeting where attendees will discuss the Ministry's vision and priorities, the framework for

enhancing student learning, improving student outcomes, fostering strong leadership in support of student success, and provide input into a review of the funding system.

- On October 26th she will be attending the BCSTA Meeting of Board Chairs for media training, natural disaster response planning and a discussion on budgets and the funding formula.
- On October 27th she will be attending Provincial Council to discuss the governance model for the BC Public School Employers Association. Trustees can submit their suggestions/comments to Trustee Kurland, the Board's BCPSEA representative regarding how they see the governance model unfolding under the review by the Public Sector Employers Council.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Debbie Comer, President, commented on the following:

- Congratulations to Trustee Gair on having his motion move forward to the provincial level.
- The MATA Social Justice Committee met earlier in the day and the topic of SOGI is an important high priority.
- Concerns by MATA members regarding the use of data from the FSA's, parent requests to have their child excused from taking the FSA, and assessment of Grade 4 students who have just come out of K-3 French Immersion program.
- MATA continues to work with Senior Staff on the implementation of the restored Collective Agreement language and how it will be implemented in the District.
- November 10 is the last Curriculum Implementation Day for teachers and Ms. Comer suggested that perhaps an additional day could be identified following the Ministry announcement that the curriculum transition for graduation years has been extended.
- She attended a Conference in Vancouver on the Provincial Professional Development Day held Friday, October 20th which was well attended by the local and provided a large variety of learning opportunities for all attendees.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No representatives were in attendance from DPAC.

Trustee Young noted that at the recent DPAC meeting, concerns were raised about parents not being able to have their child excused from the FSA.

Superintendent Koop explained that the directions from the Ministry are very clear around what type of extenuating circumstance(s) would allow administrators to excuse a student from participating in the FSA. Districts have not been given the latitude to excuse a student simply on the request of a parent.

It was suggested that with the new government, it would be timely for parents and trustees to advocate to the Ministry for provisions that would allow parents to request that their child opt out of the FSA.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

- Why have Naloxone kits not been provided to elementary schools? *Chair Flynn will forward the request for consideration to the Committee overseeing the provision of Naloxone kits in schools.*
- Why are the District's reasons for denying parents' requests to have their child opt out of taking the FSA more important than the parents'? *Superintendent Koop repeated his earlier comments as to the requirements of districts to administer the FSA under Ministerial Order. He suggested that, if there is an interest in that topic, now would be a good time for parents to advocate to the provincial government to modify its Order rather than place the Superintendents or Principals in a position of defying it at the request of a parent.*

12. ACTION ITEMS**a. Long Range Facilities Plan****17-87R**

Moved: Trustee Kurland *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the Long Range Facilities Plan as presented with the understanding that the Plan will be reviewed annually.

CARRIED UNANIMOUSLY

The document will be forwarded to the Ministry and posted on the District website.

b. School Codes of Conduct**17-88R**

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the Schools' Codes of Conduct for the 2017-18 school year.

CARRIED UNANIMOUSLY

c. 2017-18 Enhancing Student Learning Plan – District

Superintendent Koop provided information on the process used to create the district plan and then reviewed the Enhancing Student Learning Plan for the District.

17-89R

Moved: Trustee Austin *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the 2017-18 Enhancing Student Learning Plan - District as presented.

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS**a. Enrolment Report as at September 29, 2017**

Superintendent Koop presented a snapshot of enrolment in the District as of September 29, 2017, which indicated that enrolment is up by 23 FTE over what was projected in the budget; therefore, staff are waiting to see how that will affect funding. In the interim, some resources have been shifted throughout the District to accommodate the increased number of students. He also noted that there are a large number of non-resident and international students who are part of the total FTE this year.

b. Class Size Report: October 13, 2017 Snapshot

Superintendent Koop advised that staff are now working with two areas in terms of accountability regarding class size. The first is the *School Act* which refers to classes over 30 students and the other is the restored Collective Agreement language.

The Class Size Report articulates classrooms outside of the *School Act* guideline of 30 and noted that the only ones outside of the provisions of the School Act are Choral and Instrumental music classes; therefore, there is a requirement to consult with teachers of those classes.

Conversations are ongoing with MATA regarding the Collective Agreement language as it relates to those classes which were excluded for the purpose of class size. When considering the Collective Agreement language, there were no classes at Qualicum Secondary over the Collective Agreement language and three classes which were using the flex factor of 29+2 for a single-grade grouping or 27+2 for a multi-grade grouping. Ballenas also had no classes over the Collective Agreement language and two were using the flex factor by one student. The parties are also continuing to discuss the band and shop class sizes.

At the elementary level, there were no classes over the Collective Agreement language and none using the flex factor.

Superintendent Koop also noted that, in comparison to the class size averages of the restored language, the district is below the average at all grade levels. Class sizes are really manageable now, which is a testament to the work of the school administrators and the Assistant Superintendent in terms of ensuring that the District has the right staffing in the right places to meet the needs of learners as well as the commitment by the Board to ensure we have appropriate class levels. He added that the District is also in compliance with non-enrolling class ratios.

c. Educational Programs Update

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

- The Local Action Team funding needs to be used by the end of December.
- Distribution to all youth at the secondary schools of the *Every Door is the Right Door* card, which provides contact information of community support services.
- Three separate sessions held with Jan Ference to discuss Trauma Informed Practice and OCRC Networking; one with the Local Action Team, one with parents and one with local physicians which included a youth representative.
- Seven staff members have begun the Train the Trainer session for trauma informed practice.
- A recent edition of the PQB News highlighted the International Student Program which is now represented by over 20 countries.
- Two administrators stepped forward in response to a request for representatives of the District to be part of the curriculum planning for SOGI 1, 2 and 3. They will be the District leads who will make presentations to school counselors. There is still work being done to identify school leads as well as student leads who would attend regional meetings. The Royal Bank of Canada has donated funds to each district to work on training and implementation of the SOGI curriculum. The District received \$4300.00 of that donation to the SOGI Network.

- The next round of applications for Mentors and Mentees closed and the first training session is scheduled for Monday, October 30th for mentors identified through part of their role within their job, their role with their association or who have signed up to be a mentor. The session will be led by Norma Jamieson from the University of BC.
- Three new Teachers Teaching on Call were hired last week and the District continues to review applications to identify candidates to interview and hire.
- Conferencing has started with a variety of different approaches amongst schools as to when they occur.
- The Assessment, Evaluation and Reporting group met on Monday, October 23rd for a live viewing of the portfolio pilot template to provide feedback on the template and receive clarification about the process.
- Attended the K-20 Collaborations Group Fall meeting at Vancouver Island University to begin planning actionable activities/projects/collaborations to engage K-20 educators across Vancouver Island. Of the 25 K-12 educators, five were from the Qualicum School District with another 25 post-secondary educators in attendance. The main focus of discussion was Assessment.

d. Education Planning Update

Superintendent Koop reported on the following topics discussed at the All Superintendents' Meeting with the Deputy Minister of Education which was held earlier in the day:

- The delay of the implementation of the Grade 11 and 12 curriculum transition to July 2019. Teachers have asked for and received more time to ensure the transition is done properly and this will be an opportunity to spend more time preparing for that difficult transition. Grade 10 will continue to be implemented in July 2018, which will be the first step to that graduation program. Documents will be available to teachers in April of 2018 and documents for the 11/12 transition will be available by June 30, 2018.

This new curriculum will also create challenges around assessment. Suzanne Hoffman, Superintendent of Learning Transformation, introduced the Slido Tool (an audience interaction tool for meetings), which generated 53 questions about the impact of various assessment tools. The Ministry will respond to those questions while districts will take the delay as an opportunity to be well prepared for the transition.

He also noted that a companion piece to the transition is that districts have to revisit all of the Board/Authority Authorized Courses to ensure they confirm to the structure present in the redesigned curriculum.

- In reference to the K-20 Collaboration Group, discussion took place for the better part of the afternoon regarding the Ministry's vision that child care and early learning will be offered in school buildings. Districts have always understood that they need to be mindful of what is happening before a student crosses the threshold into a school building and everyone is aware that early learning looks different around the province. Child care also looks different from jurisdiction to jurisdiction and there is some consideration for expanding the role districts will play. This district will need to be mindful of the people who have been providing those services for a long time, many of whom are resident in our schools.
- The Ministry is also working to link its education data sets to some of its other sets so all types of achievement and they are seeking to link that to

learnings, and other data sets they possess and can draw clearer inferences about what is happening in various parts of community based on conditions.

- Districts are days from receiving their spring results. Again, there is a concern about how the data is used by others outside of the system before educators have time to work with it.
- He noted that of all the money allocated to the Education sector, 0.8% remains resident with the Ministry with 99.2% of the \$6 Billion budget is allocated to schools. So, if districts are relying on the Ministry to do something, they are looking in the wrong direction. There has been a significant reduction in funding retained at the Ministry level so that Districts can determine how best to allocate those funds.

e. Quarterly Financial Update

Secretary Treasurer Amos presented a summary of the Districts' financial status for the first three months of the school year as compared to the previous year.

14. CORRESPONDENCE ATTACHED

- a. BC School Trustees Association presentation to the Select Standing Committee on Finance and Government Services
- b. BC Teachers' Federation brief to the Select Standing Committee on Finance and Government Services

15. POLICY

a. Board Policy 6033: Employee Health, Wellness and Attendance

(merges with Board Policies 6031: Staff Attendance and 6032: Return to Work)

17-90R

Moved: Trustee Flynn *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 6033: *Employee Health, Wellness and Attendance* at its Regular Board Meeting of October 24, 2017.

CARRIED UNANIMOUSLY

b. Administrative Procedure: Recruitment & Selection of Exempt Staff

(replaces Board Policy 6010: Recruitment)

17-91R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure: *Recruitment and Selection of Exempt Staff* at its Regular Board Meeting of October 24, 2017.

CARRIED UNANIMOUSLY

c. Board Policy 6030: Vacation Extensions-Teachers

17-92R

Moved: Trustee Flynn *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the revisions to Board Policy 6030.11: *Vacation Extensions – Teachers* and renumbering of the policy to 6030, at its Regular Board Meeting of October 24, 2017.

CARRIED UNANIMOUSLY

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

17-93R

Moved: Trustee Flynn *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure: *Leave of Absence: Community Service/Public Office* at its Regular Board Meeting of October 24, 2017.

CARRIED UNANIMOUSLY

e. Board Policy 6170: Conflict of Interest

17-94R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of the revisions to Board Policy 6170: *Conflict of Interest* and its attendant Administrative Procedure at its Regular Board Meeting of October 24, 2017.

CARRIED UNANIMOUSLY

f. Rescinding of Policies

17-95R

Moved: Trustee Flynn *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) rescind the following policies at its Regular Board Meeting of October 24, 2017:

- Board Policy 6030.9: *Leave of Absence – Community Service*
- Board Policy 6031: *Staff Attendance*
- Board Policy 6032: *Return to Work*
- Board Policy 6055: *Employees and Public Office*
- Board Policy 7025: *Student Release from School During School Hours*
- Board Policy 7045: *Student Absence*
- Board Policy 7050: *Grants to Students*
- Board Policy 7161: *International Student Program*

CARRIED UNANIMOUSLY

16. TRUSTEE ITEMS

a. Letter to Ministers of Education and Finance

Trustee Austin spoke to the motion, advising that this was a follow up motion to one made two years prior to the Vancouver Island School Trustees Association to encourage the government to review the School Act and reconsider the requirement for Boards to submit balanced budgets and, instead, allow for a Board to carry deficits for up to 3 years in order to better plan for capital projects and/or program initiatives prior to realizing a return on its investment or creating revenue.

Trustees discussed the advantages and disadvantages of carrying a deficit and considered the potential impact it might have on the District's budget.

17-96R

Moved: Trustee Austin *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) write a letter to Education Minister Rob Fleming and Finance Minister Carole James outlining the proposal to amend the *School Act* to better reflect opportunities for Boards of Education to submit a deficit budget based on sound financial planning. This will facilitate more flexibility to address student needs as well as support more effective capital planning.

CARRIED

Trustee Kurland voted against the motion

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

Trustees and Senior Staff responded to comments/questions regarding the following topics:

- Absence of references to special education spaces in the Long Range Facility Plan.
Special Education spaces are not included in the plans (i.e. libraries, gymnasiums, office space). The District supports integration within the context of its classrooms and has sustained spaces in all sites dedicated to students who may need additional supports.
- Linking of other types of data sets to FSA data.
No specific were provided by the Deputy Minister; however, the Ministry is privy to all types of data sets which might identify a link to other ways things are influencing education in each community. This would provide additional areas of reference for the Ministry to ensure that the investment it is making in education is making the most difference for students.
- Privacy of student information regarding the linking of data sets.
Specific data sources were not identified by the Deputy Minister. The discussion focused on the fact that the Ministry of Education probably has some of the most robust and extensive data sources which inform the work of districts and could ensure we are making enough of a difference by applying resources in the same way or identifying areas where it might be more beneficial to take a different approach.
- Exploratories offered at the elementary schools.
Each school provides different learning opportunities depending on a teacher's skill set, space, and location. It is not always about a specific curricular content area.

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 9:13 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER