



REGULAR BOARD MEETING MINUTES

TUESDAY, APRIL 24, 2018

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

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

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent of Schools
Ryan Hung	Assistant Secretary Treasurer
Chris Dempster	General Manager of Operations
Rudy Terpstra	Principal, Ballenas Secondary School Qualicum District Principals/Vice Principals' Association
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)

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 Nanoose and Qualicum First Nations for sharing their shared territories with the District.

Chair Flynn acknowledged that April 28 is the Worker's Day of Mourning and flags will be at flown at half-mast on Friday at district sites.

She also conveyed condolences on behalf of the District to the colleagues and family of Sheldon Lee, Acting Secretary Treasurer of the Comox Valley and Gold River School Districts, who passed away suddenly on the weekend.

3. ADOPTION OF THE AGENDA

Item 15 b. first reading of *Board Policy 4006 – Accumulated Operating Surplus* was removed from the agenda and deferred to a future meeting.

18-59R

Moved: Trustee Kurland *Seconded:* Trustee Young

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

CARRIED UNANIMOUSLY

4. APPROVAL OF THE CONSENT AGENDA

An additional report from the RDN District 69 Recreation Commission was added under item 'h' of the Consent Agenda.

- a. Approval of Regular Board Meeting Minutes: March 13, 2018
- b. Ratification of In Camera Board Meeting Minutes: March 13, 2018
- c. Ratification of Special In Camera Board Meeting Minutes: March 9, 2018
- d. Approval in Principal for a Kwalikum Secondary School Student field trip to Europe from March 18 to March 29, 2019.
- e. Approval in Principal for a Ballenas Secondary Student field trip to Italy & Greece from March 18 to March 29, 2019.
- f. Final approval for Ballenas Secondary School Student field trip to New Mexico from June 18 to June 24, 2018.
- g. News Releases
 - Funding supports better learning environment for BC Students
 - BCSTA responds to government's \$198m maintenance funding announcement
 - Province recruiting teachers internationally to support BC's French language students
 - New Student Ranger Program launched today
 - Education mission will attract more French teachers to BC
 - Capital Project Grants Available for Community Organizations
- h. Reports from Board Representatives to Outside Organizations
 - High Ground Communities for All Conference – Trustee Young
 - Indigenous Education Services Advisory Committee – Trustee Young
 - Oceanside Building Learning Together Coalition – Trustee Austin
 - RDN District 69 Recreation Commission – Trustee Young
- i. Status of Action Items – April 2018

18-60R

Moved: Trustee Gair *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of April 24, 2018, as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS

None

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS

Trustee Austin

- Attended the *Pete the Cat* event on April 19th. Of particular note, given that food security has been a recent topic of discussion, was a task for the children attending to gather ingredients for a lentil soup recipe. The event was well attended and enjoyed by all participants.

Trustee Flynn

- The BC School Trustees Association's Annual General Meeting will be held April 26 to 29, 2018. There will be 44 motions being presented for trustees' consideration, including one initiated by Trustee Gair of SD69 to decrease the voting age from 18 years to 16 years. All of the motions can be found on the BCSTA website

Trustee Young

- Referred to the Workers' Day of Mourning and acknowledged that everyone has the right to make it home safely. She then expressed condolences to the victims of the attack in Toronto. She was particularly moved by the news of a young woman who lost her life who had been particularly generous with her time with volunteer groups.
- Attended the Youth Forum hosted by the Mount Arrowsmith Teachers' Association at the Quality Resort Bayside on April 19th. The sessions were inspiring with attendees discussing ways to support diversity and youth sharing what they thought were best practices to support diversity.
- Pete the Cat event
- Thursday, April 19th was busy with district and community events with a focus on youth.

Trustee Gair

- Attended the Skills Canada competition in Abbotsford which was held on Wednesday, April 18th. He enjoyed the opportunity to interact with students while on the bus trip as well as to observe students working with their teacher to attempt to solve an issue with their gravity car. One of the District teams won the competition to build a bridge from spaghetti.

Trustee Kurland

- Attended the District Parent Advisory Council's meeting on April 18th. He was grateful for the opportunity and he found the meeting very informative and enjoyable.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Deb Comer, President, commented on the following:

- Expressed condolences on the passing of staff's colleague, Sheldon Lee.
- Two events will be held in the region to commemorate the Workers' Day of Mourning: One will be held in Duncan at 10:00 a.m. at the Forest Workers Memorial and the other in Nanaimo at 1:00 p.m. at Pioneer Waterfront Plaza.
- She and a DPAC representative attended a Public Education Conference on April 21-22, which was sponsored by the BC Teachers Federation. Teacher and parent attendees from many districts throughout the province were very engaged and many conversations were focused on the upcoming municipal elections. She particularly found the keynote by Bernard Richard, BC's Representative for

Children and Youth, eye opening regarding the number of indigenous students in care.

- There were no layoffs for surplus teachers this year. The first round of postings begins Friday, April 27th and closes Wednesday, May 2nd.
- Attended the Youth Forum on April 19th with over 25 students from Nanaimo and Qualicum in attendance who were very engaged with one another.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No Report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Chair Flynn advised that Andrea Button, President of DPAC was unable to attend. However, she conveyed a message to the Board requesting that trustees continue to focus on the District's students who may come to school hungry, which compromises their focus and ability to learn.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS

a. Capital Plan Bylaw No. 2018/19-CPSD69-01

18-61R

Moved: Trustee Gair *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2018/19-CPSD69-01 at its Regular Board Meeting of April 24, 2018.

CARRIED

18-62R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2018/19-CPSD69-01 at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

18-63R

Moved: Trustee Gair *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Capital Plan Bylaw No. 2018/19-CPSD69-01 at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

18-64R

Moved: Trustee Gair *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Capital Project Bylaw No. 2018/19-CPSD69-01 at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

b. 2018/19 Annual Budget Bylaw

Secretary Treasurer Amos reviewed the Annual Budget for 2018/19 in the format as required by the ministry, outlining the changes made since the April 17th Special Budget Meeting and from input from stakeholder groups. He presented a balanced budget and requested that the Board consider the request from staff to access the operating reserve for additional needs of 3.0 FTE teaching staff and the establishment of \$30,000 for communications work.

18-65R

Moved: Trustee Gair *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) give all three readings to approve the Annual Budget Bylaw for the 2018/19 fiscal year at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

Staff reviewed its proposal for the use of the operating surplus for additional needs. Trustees were in support of the use of operating surplus to fund 3.0 FTE teaching staff hours; however, they were undecided regarding the use of \$30,000 for communications work.

Staff reviewed the proposal for the communications fund, further to Trustees' desire to communicate District programs and initiatives more effectively and to a wider population with the use of social media and other tools. At present, there is not a dedicated staff member with that skillset and staff have yet to determine whether the fund would be used to hire a part-time communications person or to contract services.

Trustees debated the proposal for the additional \$30,000 and approved the overall use of \$292,619 of the operating surplus; however, \$30,000 of that would require further discussion and a decision as to what resources that portion would be allocated.

18-66R

Moved: Trustee Gair *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$55,155,040.00 for the 2018/19 fiscal year.

CARRIED UNANIMOUSLY

18-67R

Moved: Trustee Gair *Seconded:* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$55,155,040.00 for the 2018/19 fiscal year.

CARRIED UNANIMOUSLY

18-68R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$55,155,040.00 for the 2018/19 fiscal year.

CARRIED UNANIMOUSLY

c. Board/Authority Authorized Courses

Superintendent Koop advised that districts have received notification from the Ministry of Education that all BAA courses in place had to be reviewed to reflect the current curriculum design and the approaches the districts are taking as well as to determine which ones the Board wished to roll forward into the coming school year.

i. *Jewelry and Design 10*

18-69R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Jewelry and Design 10*.

CARRIED UNANIMOUSLY

ii. *English Language Development (ELL) 10*

18-70R

Moved: Trustee Flynn *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *English Language Development 10*.

CARRIED UNANIMOUSLY

iii. *Leadership 10*

18-71R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Leadership 10*.

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS

a. Education Programs Update

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

- Pete the Cat event held on April 19th was a huge success with 170 3 to 5 year olds in attendance.
- The District's first Early Childhood Educator workshop was held 2 weeks ago with attendees discussing transition to the school system for 0-6 year olds and K-12 students as well as training on trauma informed practice.
- Video from BES and equipping DRC to have different things that can enhance student learning, kids running across field chasing the drone they programmed.
- Schools are working on their Celebration of Learning events with each site scheduling dates that best fit with their community.
- A portfolio session was held on April 23rd to share outcomes from the pilot year in terms of what is happening at sites. Attendees appreciated the opportunity to collaborate with their peers.
- The Youth Forum held April 19th was a huge success where youth shared their perspective and ideas about different things they notice in our schools.
- A Super Health Conference will be held for Grade 7's from 9:30 a.m. to 2:00 p.m. on Tuesday, May 15th at the Parksville Community and Conference Centre. Sessions will focus on celebrating being a teenager with presentations about digital literacy, brain work, and transitioning into Grade 8.

- Over 60 teaching positions will be posted on Friday, April 27th and staff are using a new on-line application process through SharePoint.
- Rudy Terpstra, Principal of Ballenas Secondary School, was then invited to speak to his experience and observations during a Ballenas Secondary student field trip to a remote fishing village in Nicaragua. Students experienced what the area had to offer while working in the community through Eco Tourism and engaged in a variety of activities from picking up litter, to teaching English, to building a house.

b. Education Planning Update

Superintendent Koop reported on the following activities taking place in the area of education planning:

- Working on a video series that links to the BCPSEA Recruitment site in order to share the District's work with the broader community. The video series includes interviews of staff and students who share their experiences from working/attending school in the District.
- The Board worked with the Superintendent a week prior to review the District's Vision, Mission, Values and Guiding Principles. That material will continue to be refined.
- The final proof for the ThoughtExchange engagement survey has been received and will be made public in a day or two. The first phase will be an opportunity for students, parents, staff and the broader community to reflect on the 2013-2018 priorities and provide feedback on what was done well and what could be improved upon to ensure student success. The second 'discovery' phase will help to inform the District's thinking in terms of what other competencies, qualities or experiences should be focused on in order to enhance student learning. A draft of the data will be ready in late August/early September to be included in the revised priorities for November 2018.
- During the month of May, the Enhancing Student Learning plans from each school will be finalized, which will inform the work done by the Superintendent and Assistant Superintendent on the District Enhancing Student Learning Plan.

c. Quarterly Financial Update

Secretary Treasurer Amos reported that the District is currently at 75% of its fiscal year and at 70% of its educational year with finances tracking as anticipated.

He directed the Board's attention to the special purpose funds, noting that as projects are completing the funding is spent. He also explained how the income from the International Student Program is allocated and that costs associated with the rental of non-instructional space is covered by the license fees.

d. Lions SPOT Vision Scanning Report

Superintendent Koop presented the data compiled by the Lions SPOT Vision scanning done for the 533 students screened. This is a valuable service for families to give them a heads up about any potential issues and provide advice on services they can access to further explore any concerns. It is anticipated that the District will continue its partnership with the Lions into the future.

14. CORRESPONDENCE ATTACHED

None

15. POLICY/ADMINISTRATIVE PROCEDURE

a. Board Bylaw 2 – Board Structure

18-72R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to School District No. 69 (Qualicum) Board Bylaw 2: *Board Structure*, at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

b. Board Policy 7015: Student Catchment Areas/Cross Boundary Transfer

18-73R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the revisions to the Administrative Procedure to Board Policy 7015: *Student Catchment Areas/Cross Boundary Transfer* at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

c. Administrative Procedure – District Scholarships

18-74R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve renaming of the Board Administrative Procedure: *District Scholarships* to *Board of Education Scholarships* at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

d. Attachments to Administrative Procedure: Boarding Subsidy

18-75R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) receive the attachments to the Administrative Procedure: *Boarding Subsidy* at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

e. Board Policy 8007: Towards a Scent Considerate School/Work Environment

18-76R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the revisions to the Administrative Procedure to Board Policy 8007: *Towards a Scent Considerate School/Work Environment* at its Regular Board Meeting of April 24, 2018.

CARRIED UNANIMOUSLY

f. Policy/Administrative Procedures Reviewed

18-77R

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) confirms that the following administrative procedure was reviewed and confirmed as written:

- *Section 177 – Exclusion Order*

CARRIED UNANIMOUSLY

g. Rescinding of Policies

18-78R

Moved: Trustee Young *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) rescind the following Board Policies at its Regular Board Meeting of April 24, 2018:

- 8000: *School Medical Rooms*
- 8001: *Health Services*
- 8003: *HIV – Commonly Known as AIDS Virus*
- 5050: *Secondary School Student Evaluation*
- 5094: *Alternative Education Programs*

CARRIED UNANIMOUSLY

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:

- Explanation of what type of costs fall under supplies and services
- Change in coding for funding for Continuing Education which is now embedded in a variety of Distributed Learning accounts.

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 9:02 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER