



**REGULAR BOARD MEETING MINUTES**

TUESDAY, JUNE 23, 2020  
3:00 PM  
VIA ZOOM

**ATTENDEES**

**Trustees**

Eve Flynn	Chairperson
Julie Austin	Vice-Chairperson
Laura Godfrey	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

**Administration**

Keven Elder	Superintendent of Schools
Gillian Wilson	Associate Superintendent of Schools
Ron Amos	Secretary Treasurer
Vivian Collyer	Director of Instruction
Chris Dempster	General Manager of Operations
Corleen McKinnon-Sanderson	Principal, False Bay School/Vice Principal, Qualicum Beach Elementary Qualicum District Principals/Vice Principals' Association

**Education Partners**

Mount Arrowsmith Teachers' Association (MATA)  
Canadian Union of Public Employees (CUPE) Local 3570  
District Parents Advisory Council (DPAC)

**1. CALL TO ORDER**

Chair Flynn called the zoom meeting to order at 3:02 p.m., reviewed the protocol for the zoom meeting and noted that the meeting was being recorded and would be posted on the district website.

**2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Chair Flynn acknowledged that the Board was meeting via zoom on the unceded territory of the Coast Salish people and appreciated the Qualicum and Snaw-Naw-As (Nanoose) First Nations for allowing the district to live, work and play on their lands.

**3. ADOPTION OF THE AGENDA**

Chair Flynn added an item under 'Board Correspondence and Media'.

**20-67R**

*Moved:* Trustee Godfrey                      *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**

- a. Approval of Regular Board Meeting Minutes: May 26, 2020
- b. Ratification of In Camera Board Meeting Minutes: May 26, 2020
- c. Ratification of Special In Camera Board Meeting Minutes: May 13, 2020
- d. Receipt of Ministry News
  - Nearly 60,000 students return on first day of in-class instruction
  - Improving outcomes for First Nations children in care
  - Thousands of BC students return for part-time in-class instruction
  - BC Summer Reading Club goes virtual: Let's explore our universe
- e. Receipt of Reports from Trustee Representatives
  - Oceanside Building Learning Together Coalition – Trustee Young
  - Tribune Bay Outdoor Education Centre Society – Trustee Flynn
- f. Status of Action Items – June 2020

**20-68R**

*Moved:* Trustee Austin      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of June 23, 2020, as presented.

CARRIED UNANIMOUSLY

**5. DELEGATIONS/PRESENTATIONS**

None

**6. BUSINESS ARISING FROM THE MINUTES****a. Update on Letter from Parksville Lions Housing Society**

Secretary Treasurer Amos advised that the District will be responding to the Society with a letter indicating that the Board had discussed the Society's proposal to donate or lease part of the Craig Street Commons land for affordable housing and that the District will continue to be open for further discussions.

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

Deb Comer, President, commented on the following:

- The uniqueness of the school year due to COVID and the affect it had on how teachers did business and how they think about schooling. Teachers rose to the challenge and while some thrived by working remotely, others preferred to be in the classroom.
- During school visits last week, teachers expressed how glad they were to be back in front of students.
- Teachers are hoping that some of the protocols put into place over the past few months will be maintained in the 2020-2021 school year, i.e. daytime custodians, fresh air circulation, and hot water in schools
- Teachers also commented on the growth of students with smaller class sizes. They were able to connect more often and focus on specific areas of the students' learning needs.
- Teachers are exhausted and grateful that summer break is coming and everyone is hoping it will be a return to normal teaching in the fall.
- Appreciation to all CUPE members for their work in keeping school safe, clean and maintained.

**8. CANADIAN UNION OF PUBLIC EMPLOYEES (CUPE) LOCAL 3570**

No Report

**9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)**

No Report

**10. PUBLIC QUESTIONS AND COMMENTS (RELATED TO AGENDA ITEMS)**

None

**11. ACTION ITEMS**

None

**12. INFORMATION ITEMS****a. Education Update**

Gillian Wilson, Associate Superintendent, spoke to the following:

**i. Update on Kwalikum Secondary Student Trip to Japan 2020**

Associate Superintendent Wilson advised that the trip approved for spring break 2020, which had to be cancelled due to COVID-19, has been rescheduled to take place from March 10 to 22, 2021, should international borders be open and the government of Canada deem it safe to travel.

Trustees discussed the history of the trip to Japan as well as some of the merits considered for Category 4 field trips and referred to the updated Board Policy 502: Field Experiences (Trips) and the need for administrators to be aware of the changes and the requirement for proposed Category 4 trips to first be reviewed by the Education Committee of the Whole and be aware that the Board would only approve those trips pending confirmation that the destination is safe for travel according to the Government of Canada.

ii. Acknowledgement of teaching staff who have worked hard to make schooling as normal as possible for students and to keep them connected via electronic and in-class means.

iii. Acknowledgement to the support staff who have done an amazing job to connect with students and staff in schools and to make staff feel safe.

iv. Associate Superintendent Wilson then advised that she and the Director of Instruction Collyer had created a parent survey to obtain feedback on the continuity of learning experiences which closed on June 22<sup>nd</sup>. She then reviewed the questions posed to parents and a high level overview of the results of the survey. A more detailed report will be provided to the Board as the data is reviewed.

Vivian Collyer, Director of Instruction, spoke to the following:

- Results of the parent survey will be important in planning and preparations for next year to identify what worked well and use that information as processes that would be continued in the fall as well as lessons learned and what can be improved.

- A research team from the Vancouver Island University (VIU) has also been approved to survey the district's employees regarding the rapid shift due to COVID, what communications have been like and what teaching and learning has been like as well as their perspectives on resources and supports that were made available. The survey went out last week to employees and closes tomorrow. All employees that work directly with students on their learning were included. VIU will also host a focussed group discussion with interested groups sometime in the next few weeks and in August will share a synthesis report of the results of the employee survey and focus group study. Since there is a possibility that districts may be providing learning in the same way as over the past few months, this will allow time for more reflection and staff are looking forward to reviewing the results of both surveys to improve on providing support for staff and students in the fall.

**b. Superintendent's Update**

Superintendent Elder commented on the following:

- Appreciation for what all staff in the District have done since news of the pandemic came down in March to provide a safe working and learning environment and allowed staff to focus on the primary objective to ensure children are safe and educated.
- An End of Year message will be sent out to parents via School Messenger on June 24<sup>th</sup> and posted on the district and school websites.
- It is anticipated that the end of this pandemic is not near and the district will continue to work through the challenges in the true spirit of collaboration, care and support.
- Staff are preparing for September at the same time as the current school year is coming to an end. There are 5 stages being contemplated for education in the fall. While it is hoped that the province will be in Stage 1, it is more likely that school will start in one of the other stages. It is anticipated that districts will know by August 20<sup>th</sup> which stage of school start-up will be in place. In the interim, a planning document for the 2020-2021 school year is being prepared that will be shared with administrators and union partner representatives prior to being finalized in the next week.
- Numerous celebrations for retirement, commencement and leavings as well as welcoming student to Kindergarten have been taking place over the past few weeks.
- Thank you to the whole learning community for the extraordinary work done since the pandemic to the end of the school year.

Trustees referred to a number of graduation event and acknowledgements, including lawn signs and posters of individual 2020 graduates which were being displayed throughout the district. A letter of thanks will be sent to the Town of Qualicum Beach for providing funding for the posters to be displayed at local businesses as well as the businesses who initiated and contributed to the cost of the creation of the lawn signs.

**13. EDUCATION COMMITTEE OF THE WHOLE REPORT**

Trustee Godfrey noted that a highlight for her was the presentations from staff on their learning grant projects and she plans to provide the opportunity for those types of presentations again throughout the 2020-2021 school year.

a. **Approval in Principle for a Kwalikum Student Field Experience to Spain/Portugal**

Trustees spoke to the motion to approve in principle a student field experience to Spain and Portugal in Spring of 2021. Trustees considered a number of issues including educational value, global citizenship, climate action, carbon footprint, carbon offsets, equity for students, similar local opportunities and how those related to the board's field trip policy and administrative procedures. The current pandemic, student and staff safety and the potential for another outbreak was also discussed.

**20-69R**

*Moved:* Trustee Godfrey *Seconded:* Trustee Flynn

**THAT** the Board of Education of School District 69 (Qualicum) give approval in principle for a Kwalikum secondary students field experience to Spain and Portugal in March 2021, pending a package being prepared which includes climate offset considerations and equitable access.

CARRIED

Trustees Young Godfrey and Flynn voted for the motion

Trustees Kurland and Austin voted against the motion

Trustees requested that the information package would come forward prior to the trip being brought forward for the Board's final approval.

Trustee Kurland withdrew from the zoom meeting at 4:20 p.m.

**14. POLICY COMMITTEE OF THE WHOLE REPORT**

a. **Board Policy 103: New/Repurposed Facilities** *(previously numbered 4003)*

**20-70R**

*Moved:* Trustee Young *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 103: *New/Repurposed Facilities* at its Regular Board Meeting of June 23, 2020

CARRIED UNANIMOUSLY

b. **Board Policy 104: Video Monitoring** *(previously numbered 4004)*

**20-71R**

*Moved:* Trustee Young *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 104: *Video Monitoring* at its Regular Board Meeting of June 23, 2020

CARRIED UNANIMOUSLY

c. **Board Policy 105: Use of School Facilities** *(previously administrative procedure only)*

**20-72R**

*Moved:* Trustee Young *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 105: *Use of School Facilities* and its attendant administrative procedure at its Regular Board Meeting of June 23, 2020.

CARRIED UNANIMOUSLY

- d. **Board Policy 100: Sustainable Practices** *(previously numbered 4009)*  
It was noted that the members of the CAT Force would be given the opportunity to provide feedback on the policy prior to third and final reading.

**20-73R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 100: *Sustainable Practices* at its Regular Board Meeting of June 23, 2020.

CARRIED UNANIMOUSLY

- e. **Board Policy 101: Capital Projects: Tendering, Purchase, Disposal**  
*(merging of 4001, 4002 and 4007)*

**20-74R**

*Moved:* Trustee Young      *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 101: *Capital Projects: Tendering, Purchase, Disposal* at its Regular Board Meeting of June 23, 2020.

CARRIED UNANIMOUSLY

- f. **Board Policy 302: Communities' and Volunteers' Involvement in our School District.**

**20-75R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 302: *Communities' and Volunteers' Involvement in our School District* and its attendant administrative procedures at its Regular Board Meeting of June 23, 2020.

CARRIED UNANIMOUSLY

- g. **Board Policy 304: School Closure, Consolidation or Reconfiguration**  
*(previously numbered 3004)*

**20-76R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 304: *School Closure, Consolidation or Reconfiguration* and its attendant administrative procedures at its Regular Board Meeting of June 23, 2020.

CARRIED UNANIMOUSLY

## 15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

- a. **Annual Five-Year Capital Plan Submission for 2021-2022**

**20-77R**

*Moved:* Trustee Flynn      *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve the Annual Five-Year Capital Plan Submission for 2021-22 as presented.

CARRIED UNANIMOUSLY

- b. Placing of Playground Equipment for Errington/Coombs/Hilliers Community**  
Trustees discussed information provided by Secretary Treasurer Amos which provided three options for the board to consider regarding playground equipment for Errington Elementary School and the French Creek site.

Secretary Treasurer Amos advised that districts are normally only allocated a small amount in the capital plan for playground equipment, which is why it had not been included in the five-year capital plan and, instead, had provided alternative way the board could address the issue.

**20-78R**

*Moved:* Trustee Austin                      *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) support option 3 as presented and commit \$50,000 of the Local Capital (or Operating) reserve balance to fund a new play structure at Errington Elementary School.

CARRIED UNANIMOUSLY

**16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS**

None

**17. TRUSTEE ITEMS**

**a. 2020-2021 Trustees' Schedule of Meetings**

Chair Flynn presented the draft schedule of meetings for 2020-2021, noting that the location or means by which the meetings would take place would be determined by which phase of the Restart Plan was in place at various times throughout the upcoming year.

**b. Motion to Support Inclusiveness and Social Justice**

Trustee Young spoke to her rationale as provided on the agenda and provided additional details on the history of social injustices and the movement to eradicate systemic racism.

Trustees discussed ways the statement proposed could be more inclusive of all races, ethnicity and sexual orientation.

**20-79R**

*Moved:* Trustee Young                      *Seconded:* Trustee Austin

**THAT** the Board of Education of School District 69 (Qualicum) express support for the Black Lives Matter movement and for the establishment of a socially just community by releasing a public statement of this position; and, further,

**THAT** the Board of Education of School District 69 (Qualicum) encourage all members of our community to actively work toward eradication of barriers by learning about the histories, understanding peoples' lived experiences, and examining personal privilege.

CARRIED UNANIMOUSLY

**c. Climate Action Task Force Report**

Trustee Austin reviewed the topics discussed at the on-line Climate Action Task Force meeting held on June 10<sup>th</sup>. A question regarding the climate crisis as it related to student field trips was discussed and will be considered further in the

context of local experiences and humanitarian value. There is also an opportunity for students to participate in a tree planting project which has the support of the General Manager of Operations. Information will be provided to the Superintendent to share with schools.

**18. NEW OR UNFINISHED BUSINESS**

None

**19. BOARD CORRESPONDENCE AND MEDIA**

**a. VIU Teacher Practicum Thank you Letter**

Chair Flynn noted that an email was received from the Professor of Graduate Programs at the Vancouver Island University's Faculty of Education extending appreciation to the board and district staff for the support of the VIU pre-service teachers in practicum this past year.

**20. PUBLIC QUESTION PERIOD**

None

**21. ADJOURNMENT**

Trustee Godfrey moved to adjourn the meeting at 5:01 p.m.

*Original signed copy on file*

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CHAIRPERSON

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SECRETARY TREASURER