



REGULAR BOARD MEETING MINUTES

TUESDAY, MAY 25, 2021
6:00 PM
VIA ZOOM

ATTENDEES

Trustees

Eve Flynn	Chairperson
Julie Austin	Vice-Chairperson
Laura Godfrey	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
Trish Cathrine	Vice Principal, Ballenas Secondary School Qualicum District Principals/Vice Principals' Association

Education Partners

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

1. CALL TO ORDER

Chair Flynn called the zoom meeting to order at 6:00 p.m.

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 thanked the Snaw-Naw-As (Nanoose) and Qualicum First Nations for sharing their territory to live, work and play on their shared territory.

She then provided an update on the health status of Trustee Kurland.

She then recognized that May 19th had been the CUPE appreciation day in the district.

3. ADOPTION OF THE AGENDA

21-44R

Moved: Trustee Godfrey *Seconded:* Trustee Austin

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

CARRIED UNANIMOUSLY

4. APPROVAL OF THE CONSENT AGENDA

- a. Approval of Regular Board Meeting Minutes: April 27, 2021
- b. Approval of the Special Board Meeting Minutes: April 20, 2021
- c. Ratification of In Camera Board Meeting Minutes: April 27, 2021
- d. Receipt of Ministry News Releases
 - Fleet of the future: electric school buses coming soon
 - More funding to improve schools for BC Students
 - Central Island families to benefit from new child care spaces
- e. Receipt of Reports from Trustee Representatives
 - Oceanside Community Track Committee (March 9) – Trustee Young
 - Oceanside Building Learning Together (March 4) – Trustee Young
- f. Receipt of Status of Action Items – May 2021

21-45R

Moved: Trustee Godfrey *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 May 25, 2021, as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

6. BUSINESS ARISING FROM THE MINUTES

None

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Deb Comer, President, commented on the following:

- Continued well wishes to Trustee Kurland
- Vaccination of members has provided a sense of relief for members in hopes of being able to gather in the near future.
- While the September start up appears that it might be closer to 'normal' there are still questions regarding what that will look like.
- MATA will continue to advocate for health and safety to continue to be a priority for September start to keep staff and students safe. This could be supported by smaller class sizes, especially in vulnerable cohorts and access to school-based counsellors
- MATA will continue to advocate for adequate sustainable funding for all students in the district.
- Congratulations to Vivian Collyer and Rudy Terpstra on their new roles for 2021/2022.
- Congratulations to all the new principal and vice principal appointments announced earlier in the day – there will lots of changes for the new school year and members are looking forward to them.
- Matt Woods has been elected as the new MATA president for 2021/22 and Debbie Comer will move to working at Bowser Elementary School.

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

Sherrie Brown, President, commented on the following:

- Expressed thanks to trustees, staff and students for the CUPE Appreciation Day video.
- Appreciation to the MATA president for all her support and dedication to the district and for the mentorship provided to the CUPE president as she stepped into her role.
- Congratulations to everyone for pulling together to move successfully through this school year of COVID. While there are still many unknowns as to what the upcoming school year will look like, whatever happens, support staff will be ready to support staff and students.
- A new support position for students who could not attend school in person was implemented this year and she suggested that the district could have utilized those home support education assistants more fully as some students are falling behind due to a lack of person to person relationships.
- She noted the many staffing changes in the 2021-22 year and congratulated everyone in their new roles.
- There is a call across the province for daytime custodial support and the union has heard from parents, colleagues and staff that the district should continue with daytime custodians to protect the school community from general viruses and reduce the workload of custodians and reduce the constant strain on their physical well being.

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Karri Kitazaki, PAC Vice-Chair, Springwood Elementary, commented on the following:

- The BC Confederation of Parent Advisory Councils is hosting a parent education conference May 28-29, 2021 and will focus on parent engagement and succession planning which is also something DPAC will be focusing on this year.

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

None

11. ACTION ITEMS**12. INFORMATION ITEMS****a. Superintendent's Report**

Superintendent Elder expressed appreciation for what has been done collectively across the district which carried the district to the restart plan announced earlier in the day. It is evidence of what the district has done this year to keep society as normal as possible and highlights the role of all partners and parents to have schools open this year. When we look around the world as to how schooling has gone this year in other areas, it has been primarily a successful year and through managing the safety protocols well and moving to end of June and potentially a normal restart in September. He is optimistic about what things will look like in September and he will regret not being part of the conversation about funding model review. However, thoughtful analysis in the district will be as it has been in the past to review and dissect that proposal.

Superintendent Elder noted that at next Tuesday's district leadership team meeting, administrators will be sharing thoughts from their staff regarding some of

the initiatives necessitated by the pandemic which made a positive difference and could be continued into the next school year. How the district will be organized next year based on lessons learned this year will be a pressing and timely matter of discussion and he hopes to have a declaration shortly as to how schools will be organized next year.

He then expressed his appreciation and congratulations to people who are moving in the administrative world to others who have taken a step in leadership - either a step up or a lateral move – and welcomed Brant Prunkl, Assistant Manager of Operations & Safety, to the district management team

Superintendent Elder then commented that a lot of work has been done to create the District Framework for Enhancing Student Learning (FESL) which shows the data that are required to be shared publicly and provides space within the report for commentary to contextualize the Ministry data in a way to make it more meaningful for the district based on local knowledge as well. The document will move from the emerging stage in June to a final in September for submission by end of September.

He added that the District has a long positive history with planning for student success including the enhancing student learning process that is very effective at the school and district level and which we hope to reflect in the new compliance materials as part of FESL framework from government.

i. Framework for District Strategic Planning & Presentation

Superintendent Elder then presented the Framework for District Strategic Planning as was brought about as an answer to the question of ‘How do you as a school district not only plan for enhancing student learning but organize all of your planning in a way that supports and reflects your priorities for enhancing student learning’. The exiting planning documents have been placed into a framework for district strategic planning so the information can be found in one place.

He then reviewed the concept behind the Framework for District Strategic Planning and what should be happening in each of 13 goal areas of school district operation, starting with learning itself. The intention for each of these areas is to create an ongoing cycle of:

- a. Determining what matters most
- b. Determining how we are doing
- c. Determining how we should be doing
- d. Creating measurable goals
- e. Implementing supportive strategies
- f. Tracking evidence
- g. Resetting goals and strategies

The document is a ‘catch-all’ place to support all the planning and constantly link back to what difference it is making to children.

Trustees noted that they have had the opportunity to review the draft document for discussion. It is a living document which will be evolving in some sections more so than in others. The framework guides the district in moving forward. This is a good document for the Board to do that transition piece and begin reviewing its vision, mission and goals.

21-46R

Moved: Trustee Young *Seconded:* Trustee Austin
THAT the Board of Education of School District 69 (Qualicum) receive and approve the Framework for District Strategic Planning for distribution, publication and ongoing use as a planning document.
CARRIED UNANIMOUSLY

b. Educational Programs Update

Gillian Wilson, Associate Superintendent, reported on the following:

- Status of licensing applications for seamless day childcare at Errington Elementary with a few items of information still to be provided to the licensing branch. It is anticipated that the program will open in September.
- Administration is also working with the Oceanside Building Learning Together Centre (OBLTC) on the licensing application for the Arrowview Elementary School daycare. As soon as the building is at a certain stage, the district can apply for licensing. OBLT is also working on a license for the Errington School site. Ms. Wilson commended the staff at Island Health for their work and support in guiding the district through the process; however, she is also communicating with the Ministry of Education regarding the additional licensing requirements for the same room which will be occupied by the same children shortly after the regular school day ends..
- The Learning Survey has been completed and administrators are looking through that data in terms of their Enhancing Student Learning Plans, particularly the data from students compared to the previous year. She acknowledged that there are still some students who are not engaged and some questions that have been posed at the District Student Review Committee meetings is how to re-engage those students and it was hoped that some of those youth participated in the survey to provide that feedback. The district social worker is extremely busy and she commended the Board for creating that position to bridge the gap between the community support that counsellors provide.
- Staff have been working at the school level to review their School Codes of Conduct and are continuing work to adapt and edit each one for presentation to the Board in August. The social justice working group has been having conversations about equity, education, bias and prejudice to support some of the work school are doing.

Vivian Collyer, Director of Instruction, reported on the following:

- All schools have Green Teams made up of staff and students who are synthesizing all activities related to environmental stewardship and preparing report to share with CATForce meeting attendees next week. The report will highlight the learning the Green Teams have done together, initiatives of schools, and ideas of moving environmental stewardship into the future.
- The 2021 SOGI Summit was held on May 17/18. Gaynor Charnock, Vice Principal at Arrowview Elementary School and who was a representative on the planning committee for the event, reported that the debrief was positive with the event being a great success with participation from across Vancouver Island. The student panel of that planning committee received the highest feedback and was seen as very impactful, and the committee was very impressed with 3 of the district's own grade 6 students from Arrowview Elementary who also helped with the planning.

One of the insights the panel had to share was that all of the students talked about how important teachers are in making a difference in shifting the mindsets in schools, in particular when they model using diverse pronouns with students. Students' advice was have more informal everyday conversations about anything SOGI related – showing, honoring and normalizing diversity in the classroom.

- Highlights of the results of the Foundation Skills Assessments were presented which showed how students are doing provincially in grades 4 and 7 in reading, writing and numeracy skills. Participation rates were below normal and many did not participate due to exemptions, absences and Home Support. There were 24 members of the scoring teams who had identified some themes in areas of strength and areas for growth of each grade in the different skills being assessed. That information has been shared with the school administrators who are using the information in their planning.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

Trustee Godfrey referred to the report provided in the agenda package.

a. 2021-2022 School Fees

Trustees discussed the value of surveying families to determine how much of a financial hardship it might be, especially for families with more than one child, to purchase school supplies. Trustees also wondered if families are aware that there is financial support from schools if they find themselves in place of hardship. It was noted that board policy states that no child will left behind due to a lack of finances.

21-47R

Moved: Trustee Godfrey *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the 2021-2022 School Fees as presented.

CARRIED UNANIMOUSLY

b. For Discussion - Ballenas Field Trip to Europe in March 2022

Trustees discussed the proposed field trip which had been held in abeyance for final reading due to the pandemic. The board then reviewed the education component, and while they felt that had been addressed by staff and students at the Education Committee of the Whole meeting, it was suggested that students could be provided with cultural exposure through local multicultural clubs. There was also further discussion warranted regarding the climate impact of the trip as board policy sets out that the learning experience must also be centred around the climate impact of the field trip and this trip would have a large impact.

Shannon Confortin, Educator in Charge, was asked to speak further to the proposed trip. She noted that the policy was vague in providing clear direction as to what climate offsets the board would require; however, she outlined some of the initiatives students are involved with to fundraise and repurpose and/or donate clothing and household goods to those in need. Students are willing to do what they need to do for offset the carbon emissions of this type of trip.

Trustees requested that, if approved, there be a report back to the board as to what students will be doing or have done to mitigate the affect on the climate within

the district's community and that it not be to pay additional fees to EF tours to plant trees. They also wished the students to have that deep ethical discussion about climate impacts.

It was further noted that as the policy was found to be somewhat vague, that it could be reviewed at the policy committee of the whole to clarify the board's expectations for staff and students.

21-48R

Moved: Trustee Godfrey *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) give final approval for a Ballenas Secondary School student trip to Europe in March 2022.

CARRIED

Trustee Austin voted against the motion

14. POLICY COMMITTEE OF THE WHOLE REPORT

a. Board Policy 600: Personnel

(Previously Administrative Procedures Only)

21-49R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 600: *Personnel* at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

b. Board Policy 504: Copyright

(Previously Administrative Procedures Only)

21-50R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 504: *Copyright* at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

c. Board Policy 501: Acceptable Use of Technology (AUP)

21-51R

Moved: Trustee Young *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 501: *Acceptable Use of Technology* and its attendant administrative procedures at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

a. 2020 Climate Change Accountability Report (CCAR)

Trustee Flynn stated that this is not a climate action review; this is a requirement by government that districts submit this report annually.

Secretary Treasurer Amos highlighted that the district continues to work on the boilers and the solar work through local money or ministry capital funds and that the district had received an electric bus on May 24th.

21-52R

Moved: Trustee Flynn *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) receive the 2020 Climate Change Accountability Report as presented.

CARRIED UNANIMOUSLY

b. Capital Plan Bylaw No. 2021/2022-CPSD69-01

21-53R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

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. 2021/2022-CPSD69-01 at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

21-54R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

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. 2021/2022-CPSD69-01 at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

21-55R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

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. 2021/2022-CPSD69-01 at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

21-56R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

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. 2021/22-CPSD69-01 at its Regular Board Meeting of May 25, 2021.

CARRIED UNANIMOUSLY

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

No Reports

17. TRUSTEE ITEMS

a. Climate Action Task Force

Trustee Austin announced that a CATForce Meeting was scheduled for Wednesday, June 2 at 3:30. She will be sending out the zoom link and agenda on May 26th. Students are invited and encouraged to attend.

b. Social Justice Working Group

Trustee Young reported that the working group would be holding its next meeting on Tuesday, June 1, at 8:30 a.m. and participation by staff, students and parents

is encouraged. The group will be establishing a working definition and then look at where we have been by the using spiral of inquiry to start gathering information.

c. Working Group on the Codes of Conduct

Trustee Godfrey followed up on the information provided by Associate Superintendent Wilson regarding the School Codes of Conduct and a motion made in September 2020 to create a Codes of Conduct Working Group. At the time it was felt that there was a lot of copy/paste each year. However, while the Education Committee of the Whole did not have the time to discuss the topic at its May meeting, the review forms did show some of the work that is being done as well as how parents and students are participating in the creation of the documents.

Trustee Austin encouraged all schools to involve students in the creating/revising of their School Codes of Conduct.

18. NEW OR UNFINISHED BUSINESS

None

19. BOARD CORRESPONDENCE AND MEDIA

20. PUBLIC QUESTION PERIOD

None

21. ADJOURNMENT

Trustee Godfrey moved to adjourn the meeting at 7:24 p.m.

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CHAIRPERSON

SECRETARY TREASURER