

# School District No. 69 (Qualicum)



## REGULAR BOARD MEETING MINUTES

TUESDAY, DECEMBER 15, 2015

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

### **ATTENDEES**

#### **Trustees**

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

#### **Administration**

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent
Ryan Hung	Assistant Secretary Treasurer
Karin Hergt	Executive Assistant (Recording Secretary)

#### **Education Partners**

Mount Arrowsmith Teachers' Association (MATA)  
Qualicum District Principals/Vice Principals Association (QDPVPA)  
District Parents Advisory Council (DPAC)

#### **Regrets**

Barry Kurland	Trustee
---------------	---------

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

#### **3. ADOPTION OF THE AGENDA**

Chair Flynn advised that the Robotics presentation has been deferred to January's Board Meeting.

#### **15-102R**

*Moved* Trustee Young *Seconded* Trustee Gair

**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. Adoption of Regular Board Meeting Minutes: November 24, 2015
- b. Ratification of In Camera Board Meeting Minutes: November 17, 2015
- c. Ratification of Voucher No. 15-11 in the amount of \$2,339,473.25
- d. Approval in Principle for a Ballenas Secondary School Field Trip to the UK and France, April 1-17, 2017
- e. Ministry News Releases
  - First ever #BCTECH Summit to Showcase BC tech sector
  - BC Students code their way to in-demand jobs of tomorrow
  - Autism research project to help BC parents of young children
- f. Reports from Board Representatives to Outside Organizations
  - Aboriginal Education Committee
  - Oceanside Building Learning Together Society
  - Vancouver Island School Trustees Association (VISTA)
  - BC School Trustees Association (BCSTA) Winter Academy
- g. Status of Action Items

**15-103R**

*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 December 15, 2015, as presented/amended.

CARRIED UNANIMOUSLY

**5. DELEGATIONS AND PRESENTATIONS****(10 MINUTES)**

None

**6. BUSINESS ARISING FROM THE MINUTES**

None

**7. TRUSTEE HIGHLIGHTS****Trustee Austin**

- Qualicum Beach Elementary School's Christmas Concert held December 7<sup>th</sup>. All schools' winter events are well worth attending. The schedule is posted on the district website.
- Leadership class at Qualicum Beach Elementary School who volunteered at the food bank earlier in the week to package food for families in need for the holiday season. They were also volunteering at the Gardens, assisting seniors with Christmas activities. This occurs through a number of schools and is a wonderful opportunity for students as well as those they are assisting.

**Trustee Gair**

- Qualicum Beach Elementary School's movie night, hosted by the District Parents Advisory Council, who presented the movie Inside/Out. The event was well attended with lots of students and parents assisting in the organizing of organize the event.

**Trustee Young**

- Ballenas Secondary School's Winter Evening of Music concert. Springwood Elementary School will be presenting their Christmas Concert on December 16<sup>th</sup>. A number of other elementary schools will be presenting Christmas concerts over the next couple of evenings.
- Appreciation to the PQB News for a number of articles about the school district in that day's paper.
- Coffee with Trustees at Errington Elementary School that same day was well attended and trustees appreciated the conversation with staff and parents. It is good when people talk to trustees and care about education.
- Budget discussions are upcoming and Trustee Young asked people to keep that topic in mind.

**Trustee Flynn**

- Three students from the Leadership class at Nanoose Bay Elementary hosted MLA Michelle Stilwell on a tour of the school and its programs during media event to announce the funding for two new boilers, one of which will be installed at Nanoose Bay Elementary.
- Students were transfixed during MLA Stilwell's speech to the Leadership class at Nanoose Bay Elementary School during which she shared the challenges she faces in her political and personal life. She gave students words of encouragement to persevere even when things don't seem to be working out as planned because if they keep trying, once they achieve their goals, it will have been worth the effort.

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

Norberta Heinrichs, President, shared teachers continued frustration with technology after another server failure due to a power outage which also caused the heating system to be affected. She requested, on behalf of teachers, further to the Guiding Principles for Organizational Decision-making as articulated in the District's Strategic Plan, that the current technology plan and its supporting initiatives be reviewed and assessed. She asked that the findings be shared with everyone working within the technology plan and include a synopsis of the status in the District and a plan for next steps that stakeholders will be able to understand and support. Ms. Heinrichs stated that teachers continue to be asked to be patient and are losing faith in the current system, which, in any system is difficult to undo. A review could build back trust into the system.

Ms. Heinrichs then reported that she is excited about the work already happening from discussions with the Curriculum Implementation Planning Team. She and the Superintendent have also discussed how to begin the Curriculum Implementation Advisory Committee meetings. Collaborative discussions have also occurred between MATA and the Assistant Superintendent in terms of determining calendar dates.

Assistant Superintendent Wilson responded by acknowledging the loss of trust from some teachers due to the technological challenges. However, some users are presuming an issue is with the technology when it is actually with the user. She stated that staff can work with our local union to communicate how users can problem solve those types of user issues which will help to rebuild trusting relationships.

Assistant Superintendent Wilson also noted that the District has a Technology Education Committee which meets monthly and MATA has ratified members from each school to attend those meetings. A number of schools did not have a representative present at the November meeting and Ms. Wilson stressed the importance of an alternate being identified if a ratified member is unable to attend so that information shared at the committee level can be passed onto that particular site. That meeting is where conversations occur as to what is going on with technology, what is needed, and how the techs can support those requirements.

**9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)**

No report

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

Alice DeBoer, Vice President, reported that attendees benefited from their time with trustees at the recent DPAC breakfast. As the event came in under budget, they are considering hosting a second one.

Ms. DeBoer expressed parents' disappointment and concern about the loss of instructional time due to the additional 10 hours of curriculum implementation training for teachers required by the Ministry. Those 2 days will inconvenience parents and, for some, result in a loss of income for parents who will need to take time off work or pay for daycare. Parents inquired whether the District could not use two of the five days that were added to spring break as a result of budget constraints as the training days. They also inquired whether the teachers would request additional paid days be added to their work schedules, whether 2 days was enough, and after the lost instructional time would there be additional funding provided to ensure that the curriculum can be properly implemented.

Chair Flynn acknowledged parents concerned and advised that the two dates would be identified and shared with the community as soon as possible.

**11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD (10 MINUTES)**

None

**12. ACTION ITEMS**

**a. Statement of Financial Information (SOFI) Report**

Assistant Secretary Treasurer Hung presented the Board with the Statement of Financial Information for the year ending June 30, 2015. He noted the two schedules which indicated remuneration to employees of over \$75,000 and payments for goods and services over \$25,000.

**15-104R**

*Moved* Trustee Austin *Seconded* Trustee Gair

**THAT** the Board of Education of School District No. 69 (Qualicum) receive the Statement of Financial Information (SOFI) Report for the year ended June 30, 2015.

CARRIED UNANIMOUSLY

### 13. **INFORMATION ITEMS**

#### a. **Educational Programs Update**

Assistant Superintendent Wilson reported on the following District activities/initiatives:

- Acknowledgement of the teachers, parents and community members who work so hard behind the scenes to prepare and students for the winter and Christmas concerts.
- Assistant Superintendent Wilson joined students from the SOLE program who visited Moorecroft Regional Park to learn about the ecosystem, play math games and do bark rubbings. The class will be making a presentation to the Board in the New Year.
- STREAM program held an Inquiry Fair where students answered inquiry questions from adults related to science and computer software.
- There was a great response to the Call Out! and Qmmunity Workshops held on November 30, 2015, with 30 youth attending. Attendees learned how to support a more inclusive environment for Lesbian, Gay, Bi, Trans and Two-Spirit and Queer (LGBT2Q) youth.
- Lynn Brown from Child and Youth Mental Health (CYMH), continues to be very supportive to the school community working in collaboration to support the needs of children, youth and families this time of year, which can be hard for many families. CYMH opened a drop in centre for children, youth and families on Tuesdays to allow them to see a therapist without pre-registering and doing an intake interview. The Drop-Ins have been well received and there are plans to continue offering them in the New Year.
- Oceanside Collaborative Response Committee (OCRC) has been accepted by Shared Partners to have a local action team to support mental health and part of that collaboration includes receiving funding to support the initiative. Dr. Karen Burn, a local psychiatrist who works with youth with mental and physical disabilities, has offered to provide consultation and support for the Action Team. The team will enhance work already being done in the community to support youth mental health.
- Technology Update:
  - A power outage due to a windstorm on Monday caused some servers to go down at Ballenas and Nanoose Bay. Tech staff were acknowledged for responding quickly to the outages, which also affected the computerized heating systems.
  - The first site in the District, Springhill, was transferred from the PLNET to the Next Generation Network (NGN) earlier in the day.
  - Techs will be working over the winter break to move sites over to the NGN at a rate of 2 sites each day with the last sites being changed over on December 30.
  - Acknowledgement that the technology department took several large projects at the same time and the delay in the receipt of the necessary equipment to make those changes created extra problems.
  - It is hoped that in the New Year the focus can move into relationship building and users looking to users before they presume that technology is the problem. Many users are too quick to blame technology when it is actually a result of user error or unfamiliarity with programs and applications.

**b. Education Planning Update**

Superintendent Koop reported that the current focus of education planning is to set the course forward on implementation of the new K-12 curriculum by the 2017-18 school year. He is excited about the work occurring with the joint committee tasked with planning and facilitating the non-instructional days being added this year and in the two years after. The work has been positive and productive to date and will shape the work the District does on a go forward basis.

Work is also being done at the post-secondary level on a project with North Island College (NIC) to have two groups of Ballenas, Kwalikum and possibly PASS students enrolled in an English 100 course and in a Criminology 100 course. Approximately 40 students will benefit from this collaborative work done by a consortium of districts including the Vancouver Island West and Island North school districts.

Superintendent Koop then shared that he and Assistant Superintendent Wilson met with a representative from Vancouver Island University to discuss the foundational courses which they have developed. These courses designed to scaffold students to a post-secondary learning environment will be available to District 69 students. The courses will link support for reading and writing, as well as presenting and working in online environments with work being undertaken in another post-secondary course students are enrolled such as Head Start, a NIC distributed learning course or an academic course in a university. There is the potential for District students in those North Island courses to use that as a post-secondary credit in which the district layers support and students will get credit from two institutions at the same time.

Staff are engaged in conversations about expanding the Secondary School Apprenticeship (SSA) program. The District currently has 20 SSA students while a neighbouring district with a higher student population has only 6. Senior staff are being challenged to think about the School District as an employer in the context of SSAs. Conversations with our support staff union will be necessary if we hope to have SSA students as part of our workforce in the future.

The Superintendent mentioned that he, the Assistant Superintendent, the Principal of the International Student Program and the District Principal of District Programs met with Vancouver Island West (VIW) School District to discuss how School District 69 could assist them in gaining a foothold in the International student market. At the same time, they discussed the potential of VIW providing School District 69 students with the unique opportunities VIW can offer either to our students or international students who may be doing short term programs in our community. Where other school districts are competitive in the area of international student market, this would be a positive collaboration that could benefit both districts.

Superintendent Koop then advised the Board that senior staff continue to work on the new framework for school-based and district planning in relation to the learning contract to improve the learning of all students. The report will come to the Board in the spring. In the interim, work will be done to communicate with the community as to what the plan will look like on a go-forward basis this year.

Staff are also beginning to look at enrolment numbers for next year which leads into the budget work. The Baragar report for 2016/17 has been received and staff will compare that data to the District's cohort data to support the District's go-forward position.

**c. School Calendar Planning for 2016/17**

Assistant Superintendent Wilson reported on the discussions that have taken place regarding calendar planning, both for the current year to reduce 10 hours of instruction to support curriculum implementation and for the upcoming school year.

Dates for the additional two non-instructional days have been identified as February 19<sup>th</sup> and April 25<sup>th</sup>. A communication will be sent to parents via school newsletters before the Winter Break which puts the District in compliance with the School Act to provide 30-days' notice prior to making a calendar change.

Discussions with members of the MATA executive have been very collaborative regarding the school calendar planning. Consideration is being given to a two-year calendar.

In 2016/17 and 2017/18, the hours of instruction have been reduced by five hours, again to accommodate curriculum implementation training. The planning team will be meeting again in mid-January and will consider dates which they will bring forward to that meeting.

In the New Year, the District will move into the public consultation process regarding the calendar. Currently, an adjustment to the first day of school is being considered. In past years, school has started one hour earlier and ended one hour earlier; instead, starting the school day at the regular time and having students dismissed is being considered to allow a more solid block of time for teachers to work with their class configurations that afternoon.

Also being considered is to hold the conferencing days after school and in the evenings to accommodate parents' schedules. The school community and staff committees are considering October 3 and November 5 as the conferencing days but, at this time, no dates have been confirmed. All conferences will be out of school hours (after 3:00) and for teachers it will be a day where they are not required to be at work. That date will be the same for all schools.

Assistant Superintendent Wilson stated that MATA has a very collaborative and strong professional development committee and reassured the DPAC Vice President that when teachers have a professional development day, they are truly learning. The work that goes on behind the planning and support for teachers' professional growth is strong in the community. Two years ago, the MATA Pro-D Committee invited District staff to develop a rubrics of what is considered professional development and what is not. Both parties adhere to those guidelines and work together to provide collaborative learning.

Dates are still being discussed for the five professional development days in 2016/17 with the District-wide day being considered for the end of September, the first Monday of October for the school-based day, and the other two school-based days being considered in May and February. All identified dates will be presented for public consultation prior to being confirmed.

**14. CORRESPONDENCE ATTACHED**

None

**15. POLICY**

**a. Rescinding of Policies**

**15-105R**

*Moved* Trustee Young *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) rescind the following policies as they are now incorporated into the Administrative Procedures of Policy 3050: *Cooperation of School and Learning Communities*:

- 3003: *Consultation with Education Partners*
- 3006: *Volunteers in Schools*
- 3010: *Parent Advisory Councils*
- 3015: *District Parent Advisory Council*

CARRIED UNANIMOUSLY

**b. Renumbering of Policy 3050: *Cooperation of School and Learning Communities***

**15-106R**

*Moved* Trustee Austin *Seconded* Trustee Gair

**THAT** the Board of Education of School District 69 (Qualicum) renumber Board Policy 3050: *Cooperation of School and Learning Communities* to Board Policy 3002 and change the reference to Board Policy 3050 to Board Policy 3002 on its attendant Administrative Procedure.

CARRIED UNANIMOUSLY

**16. TRUSTEE ITEMS**

None

**17. NEW OR UNFINISHED BUSINESS**

None

**18. PUBLIC QUESTION PERIOD**

None

**19. ADJOURNMENT**

Trustee Gair moved to adjourn the meeting at 7:45 p.m.

*Original signed copy on file*

CHAIRPERSON

SECRETARY TREASURER