



REGULAR BOARD MEETING MINUTES

TUESDAY, OCTOBER 23, 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

Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent of Schools
Chris Dempster	General Manager of Operations
Trish Catherine	Vice-Principal, Nanoose Bay Elementary School Qualicum District Principals/Vice Principals' Association
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)
District Parents Advisory Council (DPAC)

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.

Chair Flynn noted that the Superintendent's absence was due to a medical leave. She then introduced incoming Trustee, Laura Godfrey, who was in the audience.

3. ADOPTION OF THE AGENDA

Chair Flynn noted that the delegation from Autism BC Delegation has been deferred to a future meeting date.

18-112R

Moved: Trustee Gair *Seconded:* Trustee Kurland

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 as amended: September 25, 2018
- b. Ratification of In Camera Board Meeting Minutes: September 18, 2018
- c. Final approval for Kwalikum Secondary student field trip to Japan from March 13, 2019 to March 25, 2019
- d. Final approval for Kwalikum Secondary student field trip to Europe from March 14 to March 25, 2019.
- e. News Releases
 - Minister and K-12 education partners' statement on support for SOGI
 - Premier's Awards for Excellence in Education winners announced on World Teachers' Day
 - Partnerships with France create more opportunities for students to learn French
- f. Board Committee/Trustee Representative Reports
 - District 69 Recreation Commission – Trustee Young
- g. Status of Action Items – October 2018
- h. Approval in Principle for Ballenas Secondary Student Trip to Edmonton, Alberta from May 7 to 12, 2019

18-113R

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 October 23, 2018, as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS

- a. **Launch into Life – Autism BC**
Deferred to a future meeting.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS**Chair Flynn**

- Acknowledged that it was the last board meeting for outgoing Trustee, Jacob Gair, who joined the Board as one of the youngest trustees in the province. He can be proud of the work he has done over the past four years to bring students' voices to the table.

Trustee Young

- Attended the Springwood Elementary School Fall Carnival on the evening of October 12th. While this event is a successful fundraiser for the school, it is meant more for an opportunity to welcome and bring the school community together.

Trustee Kurland

- Had attended the groundbreaking ceremony in the spring for the Qualicum First Nations Childcare Centre and on October 19th, attended the grand opening of the Centre, which has a good layout and is well-equipped. The Centre is located on a site which has historical significance, being that it was the start of a trail from Qualicum Bay to Port Alberni.

Trustee Austin

- A Firepit Pavilion being erected at the Tribune Bay Outdoor Education Centre (TBOEC) to replace the current open pit is taking shape and, once completed, students and other users of the Centre will be able to have fires at any time of year in any type of weather. She encouraged people to check out the pictures available on the TBOEC website.

Trustee Gair

- Expressed appreciation for the support provided by his fellow board members and district staff over the past four years as he proceeded through the learning curve as a first-time trustee. He has immensely enjoyed his term and hopes to run for a trustee position again in the future as he continues with his post-secondary education.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Debbie Comer, MATA President, reported on the following:

- Extended best wishes on behalf of all MATA members to the Superintendent for a speedy and full recovery.
- Thanks to Trustee Gair for serving as a trustee over the past four years and for placing a focus on student engagement and supporting the rights of students in the District.
- Expressed appreciation for the revisions made to the Impairment in the Workplace policy/administrative procedures; however, there are still some concerns which will be shared with the Board and Policy Advisory committees regarding assumptions around addictions.
- Urged the Board to share the Board's understanding of the true costs of supporting students with special needs with the Ministry of Education as it reviews the current funding model as there have been references made to removing targeted funding for special needs students.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No Report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Andrea Button, President, thanked Trustee Gair for his service over the past four years and for his attendance at DPAC meetings. She also wished the Superintendent a speedy recovery.

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS**a. 2018-19 Enhancing Student Learning Plan – District**

Assistant Superintendent Wilson referred to the document in the agenda package, stating that the Plan is reflective of the work done by administrators and teaching staff and that early learning is represented this year as well as the incorporation of indigenous education into all learning, not just as a stand-alone program. Related work is also currently underway through the Appreciative Inquiry process with secondary students sharing what they appreciated about their learning opportunities as well as sharing what types of programs they wanted to see more or less of.

18-114R

Moved: Trustee Kurland *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) accept the *2018-19 Enhancing Student Learning Plan - District* as presented.

CARRIED UNANIMOUSLY

b. Board/Authority Authorized (BAA) Courses

Assistant Superintendent Wilson noted that the courses being presented for approval stemmed from work done by the Principal of the CEAP and Career Education programs from conversations which started at the secondary level to determine how to support the work that students are already doing and how they could be provided with credits for that work.

18-115R

Moved: Trustee Gair *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Global and Intercultural Experience 12*.

CARRIED UNANIMOUSLY

18-116R

Moved: Trustee Gair *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course: *Global and Intercultural Studies 12*.

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS**a. Enrolment Report as at September 28, 2018**

Assistant Superintendent Wilson noted that enrolment for 2018-19 is 3 FTE higher than at the same time last year with 40 more students enrolled in the district than projected.

The increase in French Immersion enrolment was due to the number of Kindergarten students who were in the program last year and the District has been able to provide space for all 51 moving into the elementary level. An additional five students at False Bay School was also of note, showing growth in that region. There was also a significant increase in enrolment at Qualicum Beach Elementary School as well as Nanoose Bay Elementary at which additional classroom space was provided.

Ms. Wilson noted that this was the first year where all cross-boundary requests could not be accommodated. Students/parents are currently considering whether to remain at their catchment school or remain on a waitlist in hopes of a space coming available.

She also reported that all schools, including those that had extra space or too little space, are currently at comfortable levels of enrolment and staffing. That topic will be discussed at future Capital Planning Committee Meetings for future considerations.

b. Class Size Report: October 2018 Snapshot

Assistant Superintendent Wilson noted that there are 3 classrooms declared and confirmed they are compliant. She acknowledged the work of the counsellors at both secondary schools to ensure class sizes are comfortable for both students and teachers.

c. Educational Programs Update

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

- Parent/teacher conferences have been held over the past two weeks to share student learning that has taken place so far this year, with thanks to all the teaching staff involved.
- Professional Development Day on October 19th provided numerous opportunities for learning both on and off the island.
- The “Sparking Inspiration” presentation, sponsored by the Early Years Network and held at Nanoose Bay Elementary School on October 19th, was attended by over 240 staff from across Vancouver Island.
- The first meeting of the Changing Results for Young Children (CR4YC) was held on October 12th between the Assistant Superintendent and the District leads, Judi Malcolm and Eileen Saremba. The Kindergarten classes in the District are participating in the project which will begin the process of improving the quality of practices related to the social and emotional well-being of young children.
- The first feedback session on the reporting pilot for the K-9 Draft Reporting Policy will be by the Ministry of Education on Wednesday, October 31st. Ms. Wilson will be meeting with teaching staff later this week to complete a form in order to provide feedback to the Ministry on the policy.
- The next Curriculum Implementation Day will be held on Friday, November 2nd which will offer a rich day of collaboration and focused conversation on what teachers’ wants and needs are in order to support learning in the classroom.
- Fall conversations with schools have begun and will continue over the next two weeks.
- On November 22nd, the District is hosting a parent session on Childhood Stress and Anxiety – Building Resilience. The session will be held at the Qualicum Commons and presented by Julie-Ann Richards, M.A. R.C.C., C.C.C.

d. Education Planning Update

As reported above under Action Item a) *2018-19 Enhancing Student Learning Plans – District.*

e. Quarterly Financial Update

Secretary Treasurer Amos reviewed the District’s financial status as of the end of September, noting that the district expenditures were tracking normally. He also highlighted an additional page of information which provides more transparency about how special purpose funds, which are targeted, are being spent. It was noted that the bulk of monies related to the parking lot work being done at Errington Elementary School have not been dispersed due to the timing of the invoicing, which will not be submitted by the contractors until the work has been completed.

14. CORRESPONDENCE ATTACHED

None

15. BYLAW/POLICY/ADMINISTRATIVE PROCEDURE**a. Board Policy 8003: Impairment in the Workplace****18-117R**

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve second reading of Board Policy 8003: *Impairment in the Workplace* and its attendant Administrative Procedure at its Regular Board Meeting of October 23, 2018.

CARRIED UNANIMOUSLY

b. Board Policy 8009: Physical Restraint and Seclusion of Students**18-118R**

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve second reading of Board Policy 8009: *Physical Restraint and Seclusion of Students* and its attendant Administrative Procedure at its Regular Board Meeting of October 23, 2018.

CARRIED UNANIMOUSLY

c. Administrative Procedure: Biohazard Exposure Control Plan - Safe Removal of Sharps (Needles) from SD69 Sites**18-119R**

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve second reading of the Administrative Procedure: *Biohazard Exposure Control Plan – Safe Removal of Sharps (Needles) from SD69 Sites* at its Regular Board Meeting of October 23, 2018.

CARRIED UNANIMOUSLY

d. Administrative Procedure: Physical and Health Education Curriculum Provision for Alternative Delivery of Instruction**18-120R**

Moved: Trustee Young *Seconded:* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) approve the revisions to the Administrative Procedure: *Physical and Health Education Curriculum Provision for Alternative Delivery of Instruction* at its Regular Board Meeting of October 23, 2018.

CARRIED UNANIMOUSLY

16. TRUSTEE ITEMS

None

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

Chair Flynn responded to the following comment:

- *A suggestion was made that the Board needed to expand opportunities for feedback on the Administrative Procedure: Biohazard Exposure Control Plan - Safe Removal of Sharps (Needles) from SD69 Sites.*

Chair Flynn noted that as the Policy Advisory Committee had representatives from all employee groups as well as parents to obtain and provide feedback on all policies. The document has also been in the public domain since first reading and members of staff and the community have a variety of avenues and pathways with which to provide feedback on any district policy/bylaws and/or administrative procedures.

Trustee Kurland, as the Board's representative on the District Health & Safety Committee, also committed to bringing the draft to the committee's next meeting for review and feedback.

19. ADJOURNMENT

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

Original Signed Copy on File

CHAIRPERSON

SECRETARY TREASURER