



## EDUCATION COMMITTEE OF THE WHOLE

TUESDAY, NOVEMBER 15, 2022  
2:30 p.m.  
VIA ZOOM

**Facilitator:** Julie Austin

Join Zoom Meeting

<https://sd69-bc-ca.zoom.us/j/63584706285?pwd=RIFHeHRiNGxZRzlicl0eGU0N3ZVdz09>

Meeting ID: 635 8470 6285

Passcode: 540561

### **AGENDA**

#### **1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES**

#### **2. OPENING COMMENTS**

Mandate:

To discuss and make recommendations to the board on the general directions for education in the district, and to serve as a vehicle for regular reports to the board on educational programs and services.

Proposed Mandate:

To discuss and make recommendations to the Board on aspects of teaching, learning and educational equity. We will strive to have all students receive whatever they need to develop to their full academic and social potential and to thrive every day

#### **3. SCHOOLS AND/OR PROGRAMS**

- a. KSS Student Trip to Calgary – Crystal-Anne Howell

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#### **4. ENVIRONMENTAL STEWARDSHIP AND CLIMATE ACTION**

- a. Climate Action Task Force Update  
b. KSS Student Symposium - Student Government Presentation

#### **5. SOCIAL JUSTICE AND EQUITY**

- a. Update  
b. Safe Schools  
c. YDI Information

#### **6. SHARED LEARNING**

- a. Update from Director of Instruction

#### **7. INFORMATION**

- a. EDI Data

#### **8. ITEMS FOR DISCUSSION TO MOVE TO THE BOARD MEETING**

- a. Approval in Principle for Kwalikum Secondary Student Trip to Calgary

#### **9. FUTURE TOPICS**

- a. Question about items for the Education Committee

#### **10. NEXT MEETING DATE:**

- Tuesday, January 17 at 2:30 p.m. (via Zoom)

#### **11. ADJOURNMENT**



FORM SD69-FE04A

Category 4 Field Experience

REQUEST FOR PRELIMINARY APPROVAL (APPROVAL IN PRINCIPLE)

Out of Province but within Canada and/or Continental USA or Off-Continent

RECEIVED  
OCT 19 2022

**Definition:** Excursions of this type require an additional level of approval by not only the Principal, but also by the Board of Education. These field experiences involve travel outside of British Columbia, where students can be immersed in the language and culture of another area (e.g.: cultural and linguistic exchanges, music competitions, etc.)

**APPROVAL CHECKLIST (Check if answer is yes)**

- Have you referred to the Field Experiences Resource Book for additional policy information and risk-assessment guidelines?
- Has the field experiences excursion been organized in compliance with School District 69 (Qualicum) Board of Education policies, particularly Policy 5020 Field Experiences (Trips) and Field Experiences (Trips) Resource Book?
- Have you ensured that appropriate supervision ratios have been met (See Field Experiences Resource Book - Supervision Ratios)
- Plan to ensure appropriate level of supervision and support for students based on gender/gender identity attached
- Will the Parent Consent Form include appropriate detail, including: reference to a developed safety plan, reference to student behavior expectations, details of the activities to be undertaken during the excursion.
- Educator-in-charge to forward following information to School Principal for review and approval:
  - Cover letter from Educator-in-charge outlining specific objectives, proposed follow-up activities, and presentation(s)
  - Form SD69-FE04A Request for Preliminary Approval of Category 4 Field Experiences
  - FORM SD69-FE05: Parent/Guardian Consent and Acknowledgement of Risk form with "Potential Known Risks"
  - FORM SD69-FE14 Category 3 and/or Category 4 Field Experience Educator-in-charge Checklist
  - FORM SD69-FE15 Category 3 and/or Category 4 Field Experience Educator-in-charge Planning form Parent Information Letter
  - Schedule/Itinerary
  - Class List
  - Third Party Waiver (if applicable)
  - DRAFT Service Provider Proposal, Agreement and/or Contract
- Principal to forward copy of following information to District Office for review and Board of Education approval:
  - FORM SD69-FE04A Request for Preliminary Approval of Category 4 Field Experiences
  - FORM SD69-FE05: Parent/Guardian Consent and Acknowledgement of Risk form with "Potential Known Risks"
  - Cover letter from Educator-in-charge
  - Letter of Support from Principal requesting preliminary approval from the Board of Education
  - Parent Information Letter
  - Schedule/Itinerary
  - Third Party Waiver (if applicable)
  - DRAFT Service Provider Proposal, Agreement and/or Contract

**SCHOOL NAME:** KWALIKUM SECONDARY SCHOOL

**Educator-in-Charge:** Crystal-Anne Howell/Dan Craven

**Proposed Destination:** Calgary, Alberta

**Proposed Departure Date:** May 9, 2023      **Proposed Return Date:** May 14, 2023

**Area of Study:** Music      **Grades:** 8-12

**Educational Purpose of Trip:** To build musical knowledge and experience through performing in various places and being exposed to different musical experiences

**Total No. of Students:** ca 50

**Total Projected Cost:** TBC

**Projected Cost per Student:** \$1100      **Projected Built-in Cost per Teacher:**      **Projected Cost to Teacher (if any):**

**Proposed Excursion Details (Planning Form attached):**  Yes     No ( If no, please explain below)

Plan to ensure appropriate level of supervision and support for students based on gender/gender identity.  
Indicate if supervisors will be teachers, volunteers or other:  
Teachers and parent volunteers of balanced genders

**Category 4 Out of Province Field Experience – Preliminary Approval**

<b>Educator-in-Charge (please print):</b> Crystal-Anne Howell	<b>Date (day/month/year):</b> October 13, 2022	<b>Educator-in-Charge signature:</b> 
<b>Principal Name (please print):</b> Lori Marshall	<b>Date (day/month/year):</b> 17/10/22	<b>Signature indicating preliminary approval:</b> 
<b>Board of Education or designate (please print):</b>	<b>Date (day/month/year):</b>	<b>Signature indicating preliminary approval:</b>



**FORM SD69-FE06**

**Field Experience**

**Student Behaviour Expectations Contract**

**(Required for Category 2, Category 3, and Category 4 Field Experiences)**

Name of Trip: Calgary Music Tour

Date(s) of Trip: May 9-14, 2023

Educator(s)-in-Charge: Dan Craven/Crystal-Anne Howell

Volunteer Supervisor(s): TBA

During this field experience, each student will be acting as a representative of our school and class. As such, it is expected that every student will conduct himself or herself in a manner that reflects positively on our school community. All students are expected to follow the School Code of Conduct during this trip. In addition, please be reminded that:

Highlight of Specific Behavioural Expectations:

As outlined in Code of Conduct

**Consequences:**

For this field experience, the following consequences, in addition to the consequences outlined in the School Code of Conduct, have been set in place:

As outlined in Code of Conduct

**Agreement:**

I understand the expectations of behavior and accept the consequences that will be applied should I choose to violate these expectations:

Student Name (please print):	Date (day/month/year):	Student Signature:
Parent Name (please print):	Date (day/month/year):	Parent Signature:
Educator-in-charge Name (please print): Crystal-Anne Howell	Date (day/month/year): 13/10/2022	Educator-in-charge Signature: <i>Crystal-Anne Howell</i>

*Original kept on file with Educator-in-charge*



SBO

# KWALIKUM SECONDARY SCHOOL

*Working together to realize our full potential*

Principal: Lori Marshall, [lmmarshall@sd69.bc.ca](mailto:lmmarshall@sd69.bc.ca)  
Vice-Principal: Jennifer Lunny, [jlunny@sd69.bc.ca](mailto:jlunny@sd69.bc.ca)  
Vice-Principal: Heather Deering, [hdeering@sd69.bc.ca](mailto:hdeering@sd69.bc.ca)

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October 17, 2022

School District 69 (Qualicum)  
PO Box 430, 100 Jensen Avenue East  
Parksville, BC  
V9P 2G5

Board of Education – School District 69 (Qualicum)

This letter will stand as my support for the Kwalikum Secondary School Student Field Trip to Calgary from May 9<sup>th</sup> – 14<sup>th</sup>, 2023. This trip has been planned by teachers Dan Craven and Crystal-Anne Howell.

Please see attached itinerary for details.

We would ask that the Board grant approval in principle for this exciting trip.

Respectfully submitted,

Ms. Lori Marshall  
Kwalikum Secondary School

Copy: Dan Craven, Crystal-Anne Howell, Sponsoring Teachers

**Kwalikum Secondary School  
Music Program**

Re: Music Trip to Calgary in May 2023

October 13, 2022

To Whom It May Concern,

We are requesting from the School Board of School District 69, approval in principle to take our music program on an educational field trip to Calgary from May 9<sup>th</sup> to 14<sup>th</sup>, 2023. We have made sure that students will have ample opportunities to fundraise to help with the cost of the Calgary tour. Students have the opportunity to generate funds through four major fund raising activities throughout the year.

On this trip, the educational opportunities for the students include a musical performance/cultural exchange with a local high school in Calgary, exploring the Canadian National Music Centre, and attending a Calgary Symphony Orchestra concert, as well as a visit to the Royal Tyrell Museum in Drumheller.

Students will be required to fill out a student perspective sheet and summarize what they learned from their educational experiences during the tour. Furthermore, they will be responsible for sharing their new knowledge with other KSS music students and integrating new musical practices into the rehearsals and performances when they return to Kwalikum Secondary School. Also, students will be engaged in two year-end concerts and a few community performances after the trip to demonstrate the progress of their learning and enrich the arts culture in their community.

Please contact us if you have any questions regarding our proposed tour.

Thank you for your support,

Crystal-Anne Howell

Dan Craven

Kwalikum Secondary School  
chowell@sd69.bc.ca

Kwalikum Secondary School  
dcraven@sd69.bc.ca

October 2022

***KSS Band/Choir Trip to  
Calgary - May 2023***



**Dear Parents/Guardians of KSS Music Students:**

The KSS Grade 9-12 Tour Band and Concert Choir will be travelling to Calgary in May 2023 for our major music trip of the year. Trips like these help to build lasting relationships among students and give us an opportunity to bring everyone together in a unique learning situation.

We will be leaving on Tuesday, May 9<sup>th</sup> and will return on Sunday, May 14<sup>th</sup>. The students will perform at a school and/or other public venues, hear the Calgary Symphony Orchestra, and will have the opportunity to engage in some awesome activities during the six-day trip!

Some of the trip activities include: a music and cultural exchange with a high school in Calgary, a visit to Banff, a Calgary Symphony Orchestra Concert, a visit to Drumheller and the Tyrell Museum, a visit to the Calgary Tower, activities at Canada Olympic Park, and a visit to Canada's National Music Centre!

**Students that are considering participating in the Calgary trip must return the attached form by the November 1<sup>st</sup> deadline along with a \$200 deposit.** We do not know the final cost of the travel or hotel expenses yet, so it is not possible to have an exact cost for the trip at this time. However, we expect it to cost around **\$1100 per student** (before any fundraising is done). We will do our best to make this trip as affordable as possible. Please help in this effort by taking part in the fundraisers we plan over for the next few months.

The fees will be paid in four installments of cheques written out to KSS: **November 1<sup>st</sup> \$200.00 payment & permission form, February 1<sup>st</sup> \$300.00, March 1<sup>st</sup> \$300.00, and May 1<sup>st</sup> \$300.00.**

Due to booking activities and hotel rooms in advance, students who sign up and pay the first installment are ensuring their participation in this event. **The fees are non-refundable (unless the entire trip does not go ahead).**

Students must be in good academic standing to participate in this trip, and all KSS expectations for behaviour will be in effect for the duration of the trip. ***Students may be denied the opportunity to participate in this field trip if their teachers or administrators do not consider them to be in good academic standing.***

A detailed itinerary is being prepared and will be distributed in the coming months. Please contact Mr. Craven or Ms. Howell if you have any questions or concerns.

Sincerely,

Dan Craven & Crystal-Anne  
Howell  
*KSS Music Directors*  
250-752-5651  
[dcraven@sd69.bc.ca](mailto:dcraven@sd69.bc.ca)  
[chowell@sd69.bc.ca](mailto:chowell@sd69.bc.ca)

**Please submit the first \$200.00 payment (cheques written out to KSS) and the attached permission form in to Ms. Howell or Mr. Craven by Tuesday, November 1<sup>st</sup>. The remaining installments will be due in February, March, and May.**

DRAFT

**KWALIKUM SECONDARY  
ITINERARY**

October 14, 2022

**ALBERTA MUSIC TRIP**

Tue May 9 **Qualicum Beach, BC / KAMLOOPS**

- 8:30AM Load your motor coach
- 9:00AM Depart Qualicum Beach for Nanaimo Departure Bay
- 9:45AM Check in for your BC Ferry sailing to Horseshoe Bay. Reservation #311
- 10:30AM BC Ferry Sailing to Horsehoe Bay
- 12:10PM From Vancouver continue to Kamloops for your overnight (stopping for meals and comfort stops along the way – own expense)
- 5:00PM Arrive in Kamloops and check in at your hotel:

Wed May 10 **KAMLOOPS**

- 6:00AM Enjoy Breakfast at your hotel (included).
- 6:30AM This morning load your coach and depart Kamloops for Banff
- 12:00PM Enjoy Banff
- 2:00PM Depart Banff for Calgary
- 6:00PM Arrive Calgary
- 7:00PM Tonight enjoy a dinner somewhere

Thu May 11 **CALGARY**

- 6:00AM Enjoy Breakfast at your hotel (included).
- 7:00AM This morning after breakfast load your coach and depart **Drumheller and the Royal Tyrrell Museum.**

Royal Tyrrell Museum  
Address: Midland Provincial Park, 1500 N Dinosaur Trail, Drumheller, AB T0J 0Y0  
Confirmation # 1838748  
Will Call # 34BD5A

- 10:30AM Visit **the museum** which is world renowned attraction and features ten signature galleries devoted to palaeontology, with 40 dinosaur skeletons with more than 110000 fossil specimens.
- 12:00PM Have lunch in the cafeteria at the museum (own expense)
- 2:00PM Depart the Royal Tyrrell for Calgary
- 4:00PM Arrive into Calgary at **the Calgary Tower** for your visit
- Calgary Tower  
Address: 101 9 Ave SW, Calgary, AB T2P 1J9  
Phone:(403) 266-7171
- 5:30PM After your visit to the Tower, depart for the hotel

Fri May 12 **CALGARY**

- 7:00AM Enjoy Breakfast at your hotel (included).
- 7:45AM Load your instruments onto your coach
- 8:00AM Depart for our **performance at Lord Beaverbrook Secondary School**
- 8:30AM **Set up for performance**
- 9:00AM **Perform for students at Lord Beaverbrook**
- 10:00AM Musical exchange and collaboration with music students at Lord Beaverbrook
- 11:45AM Depart Lord Beaverbrook for Chinook Centre Mall for Lunch (own expense)
- 12:15PM Arrive at Chinook Centre
- 1:30PM Depart Chinook Centre for the National Music Centre
- 2:00PM This afternoon your group will visit **Canada's National Music Center for a tour!**
- Canada's National Music Center**  
Address: 850 4 St SE, Calgary, AB T2G 1R1  
Phone: (403) 543-5115  
**Order # ED76**
- 6:30PM Depart for the Jack Singer Concert Hall
- 6:45PM Arrive at the Jack Singer Concert Hall for tonight's performance

7:30PM Tonight attend the **Calgary Symphony Orchestra's** performance of Katherine Chi Performs Beethoven

Sat May 13 **CALGARY / KAMLOOPS**

**8:00AM** Enjoy Breakfast at your hotel (included).

9:30AM After breakfast load your coach and depart for Skyline Luge Calgary.

Sky Luge Calgary  
88 Canada Olympic Road SW Calgary

10:00AM Today you will get 2 rides per person on the Luge Track!

12:00PM Depart Skyline Luge for Merritt BC and your overnight  
Arrive in Merritt and check in :

**Comfort Inn & Suites**  
3713 Dewolf Way, Merritt, BC V1K 1C4  
Ph: 1-250-315-0237

Sun May 21 **KAMLOOPS or MERRITT/ PARKSVILLE**

**8:00AM** Enjoy Breakfast at your hotel (included).

9:00AM Load up your coach and drive back to Horseshoe Bay

2:00PM Check in for your BC Ferry Sailing Reservation #312

3:10PM BC Ferries depart for Nanaimo Departure Bay

4:50PM Arrive into Nanaimo and transfer back to your school

5:30PM Arrival at your school, Welcome home!