



REGULAR BOARD MEETING AGENDA

TUESDAY, APRIL 27, 2021

6:00 PM

via ZOOM

Join Zoom Meeting

<https://sd69-bc-ca.zoom.us/j/61040673753?pwd=ZWxiMVJLY3pqS1Fuelc2SEx6S0pEZz09>

Meeting ID: 610 4067 3753 / Passcode: 709902

1. CALL TO ORDER AND INTRODUCTIONS

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

3. ADOPTION OF THE AGENDA

Recommendation:

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

4. APPROVAL OF THE CONSENT AGENDA

- | | | |
|----|---|---------|
| a. | Approval of Regular Board Meeting Minutes: March 9, 2021 | p 1-7 |
| b. | Ratification of In Camera Board Meeting Minutes: March 9, 2021 | p 8 |
| c. | Receipts of Ministry News Releases | |
| | • Recognizing staff, students and families during Education Week | p 9-10 |
| | • Bike classes for kids help increase safety, improve health | p 11-12 |
| d. | Receipt of Reports from Trustee Representatives | |
| | • Oceanside Community Track Committee (March 9) – Trustee Young | p 13 |
| | • Oceanside Community Track Committee (April 13) – Trustee Young | p 14 |
| | • Oceanside Building Learning Together (March 4) – Trustee Young | p 15 |
| | • Oceanside Building Learning Together (April 1) – Trustee Young | p 16 |
| | • Oceanside Health and Wellness Network (March 18) – Trustee Young | p 17 |
| | • Oceanside Health and Wellness Network (April 15) – Trustee Young | p 18 |
| | • Social Justice Working Group (April 1) – Trustee Young | p 19 |
| | • Early Learning & Childcare Council in Oceanside (ELCCO) Report – Trustee Austin | p 20 |
| e. | Receipt of Status of Action Items – April 2021 | p 21 |

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of April 27, 2021, as presented (*or, as amended*).

5. DELEGATIONS/PRESENTATIONS (10 MINUTES EACH)

6. BUSINESS ARISING FROM THE MINUTES

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION

8. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

9. DISTRICT PARENTS ADVISORY COUNCIL

10. PUBLIC QUESTIONS AND COMMENTS (WRITTEN)

11. ACTION ITEMS

a. 2021-2022 Budget Scenarios

p 22-23

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) support Option #3 of those presented by the Secretary Treasurer as the basis for the 2021/2022 Annual Budget.

b. 2021/2022 Annual Budget Bylaw

p 24-40

Recommendations:

THAT the Board of Education of School District No. 69 (Qualicum) give all three readings to approve the Annual Budget Bylaw for the 2020/21 fiscal year at its Regular Board Meeting of April 27, 2021.

THAT the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$61,028,599 for the 2021/2022 fiscal year.

THAT the Board of Education of School District No. 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$61,028,599 for the 2021/2022 fiscal year.

THAT the Board of Education of School District No. 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$61,028,599 for the 2021/2022 fiscal year.

12. INFORMATION ITEMS

a. Superintendent's Report

(Keven Elder)

b. Educational Programs Update

(Gillian Wilson/Vivian Collyer)

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

(Trustee Godfrey)

p 41-42

14. POLICY COMMITTEE REPORT

(Trustee Young)

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

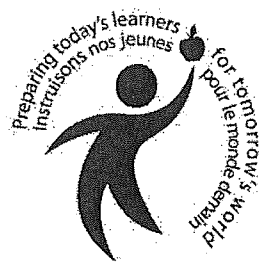
p 43-47

(Previously Administrative Procedures Only)

Recommendation:

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 501: *Acceptable Use of Technology (AUP)* at its Regular Board Meeting of April 27, 2021.

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- b. Board Policy 107: Use of Educational Property for Child Care (NEW)** p 48-50
Recommendation:
THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 107: *Use of Educational Property for Child Care* and its attendant Administrative Procedures at its Regular Board Meeting of April 27, 2021.
- c. Board Policy 505: Fundraising in Schools** p 51-52
(Previously Administrative Procedures Only)
Recommendation:
THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 505: *Fundraising in Schools* and its attendant Administrative Procedures at its Regular Board Meeting of April 27, 2021.
- d. Board Policy 506: Conduct of Coaches** p 53-54
(Previously Administrative Procedure Only and numbered 5015)
Recommendation:
THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 506: *Conduct of Coaches* at its Regular Board Meeting of April 27, 2021.
- 15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT** (Trustee Flynn) p 55-58
a. Annual Facilities Grant Spending Plan
Recommendation:
THAT the Board of Education of School District 69 (Qualicum) receive the Annual Facilities Grant Spending Plan as presented.
- 16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS**
- 17. TRUSTEE ITEMS**
a. Follow-up From with City of Parksville re Despard/Moilliet (Trustee Flynn) p 59-63
b. Report on BCSTA AGM (Trustee Austin)
- 18. NEW OR UNFINISHED BUSINESS**
- 19. BOARD CORRESPONDENCE AND MEDIA**
a. Letter and Press Release from President of the Mount Arrowsmith Teachers' Association p 64-65
- 20. PUBLIC QUESTION PERIOD**
- 21. ADJOURNMENT**



REGULAR BOARD MEETING MINUTES

TUESDAY, MARCH 9, 2021
6:00 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
Jennifer Fuhrmann	Vice Principal, Errington Elementary 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 allowing the district to live, work and play on their shared territory.

3. ADOPTION OF THE AGENDA

Two topics were added under Trustee Items: City of Parkville/Springwood Elementary Traffic Safety Update and Oceanside Community Track at Ballenas Secondary Update

21-27R

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: February 23, 2021
- b. Ratification of In Camera Board Meeting Minutes: February 23, 2021
- c. Ratification of Special In Camera Board Meeting Minutes: February 19, 2021
- d. Ratification of Special In Camera Board Meeting Minutes: January 19 & 21, 2021
- e. Receipt of Ministry News Releases
 - Joint Statement on Pink Shirt Day
 - Compensation fund opens for those impacted by incorrect exam results
 - K-12 schools supported by regional COVID-19 rapid response teams
- f. Receipt of Reports from Trustee Representatives
 - French Advisory Committee- Trustee Young
 - Oceanside Health & Wellness Network (January and February) – Trustee Young
- g. Receipt of Status of Action Items – March 2021

21-28R

Moved: Trustee Godfrey *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 March 9, 2021, as presented.

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:

- Members are busy with parent/teacher conferences and keeping the teaching pace up for students during this time while also looking forward to spring break
- Appreciation to the many MATA members who have been willing to serve as representatives on MATA and district committees.
- Appreciation to the District Health & Safety Committee to ensure the updated health and safety protocols are implemented.
- Appreciation the work of CUPE staff to ensure schools are clean and safe for students and staff.
- Requested that the Board not pass the 2-year False Bay School Calendar with 10 altered Fridays, noting that members are requesting 12 altered Fridays given the schools unique and remote location on Lasqueti Island and the need to travel to Vancouver Island for appointments and shopping.
- MATA is looking forward to being a partner in discussions as to what September may look like, with a COVID Plan and with a more 'normal' plan.

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

Sherrie Brown, President, commented on the following:

- Appreciation on behalf of the support staff Union for the immediate notice and correspondence to staff regarding covid cases.
- Waste Management project is going well in schools and the Union hopes to have the opportunity to provide feedback on how support staff feel it is working for them.
- In regards to 'COVID-fatigue', the Union has some concerns regarding how a shortage of replacement staffing can impact staff and students.

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No Report

10. PUBLIC QUESTIONS AND COMMENTS (RELATED TO AGENDA ITEMS)**11. ACTION ITEMS****a. False Bay School Two-Year Calendar 2021-2023**

Associate Superintendent Wilson provided the history of the decisions and conversations over the past few years regarding the altered Fridays at False Bay School. A four-day week had also been discussed in the past; however, after discussion, it was decided not to implement a 4- day week. She noted that recruitment and retention were not a major challenge when staffing the site; rather, it is more due to timing of when a staffing need is identified and what is contained in the Staffing Agreement with MATA. With a larger primary student population, daycare challenges were also considered on the altered Fridays.

Last year had 8 altered Fridays and while the teaching staff have suggested 12 for the upcoming year, a compromise suggested by a parent was to have 10 altered Fridays.

The creation of the school calendar is a thoughtful process and more altered Fridays were added during the winter months when it was more challenging to travel between the islands. Added to that are the conferencing adjustment days, professional development days which allow for teaching staff to participate in collaboration and conversation with their colleagues and this year, the option of attending via Zoom has presented greater opportunities for False Bay School staff to participate in professional development sessions.

Trustees discussed the pros and cons of more or less altered Fridays in a calendar year and how many more minutes per day altered Fridays would add to the days school was in session. Trustees also considered the variable needs of the Lasqueti Island community to attend to personal business that could only occur off the island.

Trustee Austin suggested a friendly amendment to the motion for the Board to approve a one-year calendar with 10 altered Fridays rather than for two years. This would recognize the ever-changing conditions that affect families living on the island depending on the majority age of students attending. Also, historically, the Board has passed one-year calendars for False Bay School as well as for the PASS/Woodwinds and Collaborative Education Alternate Program.

21-29R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District No. 69 (Qualicum) approve the False Bay School One-Year Calendar 2021-2022 as presented.

CARRIED

Trustee Kurland voted against the motion

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

Superintendent Elder reported on the following:

- The new process for following up on a COVID exposures. He hopes that Oceanside area continues on its downward trend of cases.
- Appreciation to all the staff who are involved in the follow up with families and staff. Senior Staff still activate a rigorous cleaning protocol when a case is identified in a school. The District also continues to take direction for Island Health and the Local Medical Health Officer and while ready to respond, he hopes that there will not be a future need to do so.
- Appreciation to the Board for its direction to all children and staff to wear masks while riding district buses and for students in grades 5 to 12 and all adults to be required to wear masks when they are outside of their learning groups and likely to be within 2 meters of others. Those are beyond the mandate and it has created some interest outside of the community
- Appreciation for the whole school community for getting to this place a year into the pandemic and the extraordinary resolve people have demonstrated up to this point.
- He acknowledged those who have time coming and who may still be working over the spring break period.
- He reminded employees and parents that anyone who travels for other than essential reasons does so against the recommendations of the provincial health officer and the district strongly supports that position. Employees who travel for non-essential reasons will need to use unpaid leave for their quarantine period.
- Another survey is being drafted that will be released after spring break for the school community to provide feedback on the supports available during the pandemic in the areas of mental health and wellness, educational experiences and to gather more information on the best way forward for the next school year.
- The Framework for Enhancing Student Learning requires a particular kind of report with particular data to be submitted to Ministry between June and September. Further to that, since strategic planning is to be about an entire organization, Superintendent Elder will be putting together an overview framework for strategic planning which includes 10 documents from all departments' operational plans that exist and those will be summarized in the District's framework document with information about how to plan for success in each domain of a school district operation. The summary will be brought to the Board no later than the May Board Meeting.

b. Education Update

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

- The District has a Vancouver Island SOGI lead group which is working with the ARC foundation on a virtual island SOGI Summit scheduled for May 17 & 18, 2021. SD69 has the opportunity to send representatives from our

district to be part of the planning and she recognized the staff and students who helped organize the Summit.

- The target of the Summit will be the SOGI leads in schools and elementary and secondary students are involved in the planning so there will be a variety of workshops for different audiences. Specific workshops and speakers have yet to be confirmed and Dr. Collyer will provide the information to trustees when it is available.

Gillian Wilson, Associate Superintendent, reported on the following:

- Acknowledgement of the work of Principals and Vice Principals as they have worked with staff to prepare for school reviews with the Associate Superintendent and District Principal of Learning Supports. The reviews are complete which helps identify how professional and support staff are supporting students, areas of strength and challenges, and what supports to put into place next year. The data assists in staffing in each school site for the upcoming school year in order to support the variety of different needs in the system.
- Consideration is being given as to how to support incoming Kindergarten students who may or may not have experienced some formal type of play during the past year and a half as well as how to support teachers to be ready to support those learners.
- A topic of the board budget discussions will be around social-emotional learning and how to support students who are worried or anxious about the next school year and shift the pedagogy to support teachers around universal design for learning and how we create that vision as a system as staff determine what staffing needs are.
- The Pete the Cat event will be held virtually this year and planning is currently underway to determine what that will look like. Invitations will still be sent to the district's new Kindergarten students and the event will be publicized.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

No meeting was held in March.

14. POLICY COMMITTEE OF THE WHOLE REPORT

No Meeting was held in March

15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

No Meeting was held in March

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

No Reports

17. TRUSTEE ITEMS

a. Commissioning of External Report re Carbon Emission Practices

Trustee Austin provided her rationale to the Notice of Motion from the February Board Meeting, which was to provide trustees with time to consider the proposal and for staff to obtain an idea of the cost of an external report from this year's budget. The report would assist in the creation of the District Climate Action Plan.

Trustee Kurland added that the intent of the report would be for the consultant to review the district's current practices to decrease its carbon footprint, determine which initiatives could be improved or expanded, and to potentially identify other options for consideration. The report would include the costs associated with the initiatives and the implementation timelines. This will provide a baseline from where the Climate Action Task Force (CATForce) could create the Climate Action Plan with input from the district leadership team, teachers, students, parents and community members who make up the CATForce and to create future directions.

Secretary Treasurer Amos reported that he has been in discussion with a consultant and does not have a quote at this time. However, he believed that it would not be more than \$20,000 and that it would likely be substantially less than that amount. He added that there was room in the current budget year to accommodate the cost.

21-30R

Moved: Trustee Austin *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) ask staff to commission a report by an independent consultant to review our carbon emission practices and operations and create options for the board to consider as we move toward carbon reduction. The costing for this report would be obtained from the 2020/21 budget, and is not to exceed \$20,000.

CARRIED UNANIMOUSLY

It was further noted that the Secretary Treasurer will consult with Trustees Austin and Kurland on the terms of reference for the external report.

b. City of Parkville/Springwood Elementary Traffic Safety Update

Chair Flynn advised that the Board continues to focus on the safety issues around Springwood Elementary School and the impact on the learning community. The Board presented a letter to the City of Parkville regarding steps the Board has taken at its own cost to increase traffic and pedestrian safety in the area. At its February 17th meeting, the City Council received an in-depth traffic analysis; however it was not able to make a decision as to what could be done. The topic was then moved for further discussion in the Fall. A meeting is scheduled to be held in April between the Board and the City Council to discuss the traffic and safety concerns which are heightened with additional construction projects planned in the vicinity of Springwood Elementary School and will impact the school population and the travel to and from the school.

It was noted that there was some misinformation stated at the meeting which suggested that the school did not exist when the last community plan was created, which it was (as Springwood Middle School) and that there had not been any issues with traffic at the school in the past when there has been. The Board hopes to correct those comments at its meeting with City Council.

c. Oceanside Community Track at Ballenas Secondary Update

Trustee Young advised that the main focus of the meeting held earlier in the day was the topic of fundraising. An Oceanside Community Track website has been created with a link for sponsorship/donations. Grants will also be applied for towards which letters of support from staff, parents, students and community members would be greatly appreciated. There is also a Canada Helps fundraiser online that people can donate through.

Trustee Young then announced that she plans to walk 2000 km between the spring equinox and autumn equinox and people can sponsor her on a fundraising calendar that will be available shortly.

Superintendent Elder further reported that the Regional District of Nanaimo (RDN) Oceanside Services Committee met to review the project and confirmed that there have been 2 grants approved within two regions of the RDN for \$21,000 and \$32,000 and the Union of BC Municipalities (UBCM) has approved those funds to be available for the track project. The RDN has also held \$204,000 in its reserves for the project; however, it has requested additional information to ensure that the funds are allocated to a worthwhile cause and it is important that they understand that the community sees the track as an important initiative. The funds are available conditional of other things but we have a tremendous advisory group working in the community who have taken the lead on this project and we think this will happen and the monies will be found within the calendar year and support the proposed timeline of the project to be completed in 2022.

The complete report from the meeting will be available for the April Board Meeting.

18. NEW OR UNFINISHED BUSINESS

None

19. BOARD CORRESPONDENCE AND MEDIA

a. Letter of Support to BCSTA re: Increased School Life Cycle Funding

20. PUBLIC QUESTION PERIOD

Trustee and Senior Staff responded to comments/questions on the following topics:

- Potential plans to reopen any of the closed school sites due to an increase in capacity within the current schools due to construction projects.
- COVID exposures at École Oceanside Elementary School

21. ADJOURNMENT

Trustee Godfrey moved to adjourn the meeting at 7.30 p.m.

CHAIRPERSON

SECRETARY TREASURER



SCHOOL DISTRICT No. 69 (QUALICUM)

IN-CAMERA MEETING

SECTION 72 REPORT
March 9, 2021

ATTENDEES:

Trustees

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

Administration

Dr. Keven Elder	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent

The Board of Education discussed the following topics:

- Labour Relations/Personnel
- Legal
- Property

There were no motions presented for approval at this meeting

Chairperson

Secretary Treasurer



NEWS YOU CAN USE

For Immediate Release
2021EDUC0026-000688
April 11, 2021

Ministry of Education

Recognizing staff, students and families during Education Week

VICTORIA – The pandemic has presented many challenges for everyone in B.C.'s school system as it continues to face unprecedented times.

Education Week begins Sunday, April 11, 2021, and the Ministry of Education wants to acknowledge that, in spite of stresses and anxiety around the pandemic, teachers, support staff, administrators and trustees have shown incredible dedication and compassion. It also recognizes that students and families are going above and beyond to support their school communities.

For more than a year, education staff, parents, students and partners have rallied to create a sense of normalcy for B.C.'s more than 600,000 students in kindergarten to Grade 12. From creating and adapting mental health programs and services during the pandemic, to leading the way with outdoor classrooms, education professionals and student leaders are making meaningful contributions.

In central B.C., the Cariboo-Chilcotin School Board has shown outstanding creativity and vision as it planned and built 20 unique, outdoor log classrooms for students to learn and grow. The new log classrooms will benefit not only students learning throughout the pandemic, but also in the future. Community trades workers also benefited from this project, as the board insisted on hiring local. Cariboo-Chilcotin teachers and teaching assistants are leading the way in B.C.'s outdoor learning programs. They've successfully adapted to new, dynamic learning environments and are finding students are engaged and excited to be learning outside.

In the Comox Valley School District, Tara Ryan, a counsellor and co-ordinator, knows first-hand how COVID-19 has affected the mental health of students. Ryan put together a fun "Spring Wellness Challenge" that encourages students and families to keep healthy and active by volunteering, playing games, visiting local beaches, playing sports, cooking and participating in many more exciting activities, with the opportunity to win fun prizes. Students in the Comox Valley have until April 30 to participate in the contest. The draw for prizes will take place on May 7 – Child and Youth Mental Health day. For more information about the challenge, visit: <https://www.comoxvalleyschools.ca/spring-mental-wellness-challenge-2021/>

The cleaning never stops for Sarah Marchand, a well-respected custodian at Cedar Elementary in the Nanaimo-Ladysmith school district. Marchand is a leader in her school district and has gone above and beyond in her efforts to tirelessly protect staff and students from the spread of viruses. She is known by her Cedar school community as an inspiring, proactive problem solver who shows efficient time management and positive thinking skills. Marchand also finds time to serve the school district as a trainer for new hires and is an active member of the school's Health and Safety Committee. And even amidst all the busyness, she greets students and staff

with warmth and a smile as she works around the school accompanied by her friend Cookie Monster.

North Vancouver's Seycove Secondary Social Justice 12 students, Saeger Bramley and Samantha Yuen, have learned how important mental health and wellness is for their school community and beyond. Bramley and Yuen have recently restarted their school's mental health club, distributed mental health posters and are currently helping encourage students to participate in activities like walking or yoga to benefit everyone's mental health. The students also created a social justice action plan that allowed them to donate a large amount of personal protective equipment and supplies to a youth crisis centre in Vancouver, helping workers stay safe and healthy so they can continue to support Vancouver's young people.

Learn More:

There are many more examples of education staff, students and families who are going above and beyond during these unprecedented times. To learn more about the stories above and to read other inspiring stories happening in school districts throughout B.C., visit the Ministry of Education's Good News in Education web page:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-safe-schools/good-news>

Contact:

Ministry of Education
Government Communications and Public
Engagement
250 356-5963

Connect with the Province of B.C. at: news.gov.bc.ca/connect



NEWS RELEASE

For Immediate Release
2021TRAN0024-000682
April 10, 2021

Ministry of Transportation and Infrastructure

Bike classes for kids help increase safety, improve health

VANCOUVER – Children in grades four and five will have an opportunity to learn how to safely ride bicycles, as these children and their schools will participate in the spring session of the Everyone Rides Grade 4-5 program.

The Everyone Rides Grade 4-5 program is delivered over two days. Participating schools are on the Lower Mainland, on Vancouver Island and in the southern Interior. The program aims to provide children in grades 4 and 5 with the safety awareness and practical cycling skills to safely ride their bicycles. Two sessions are scheduled for this spring.

“Cycling is a fun and healthy way for children to get to and from school,” said Rob Fleming, Minister of Transportation and Infrastructure. “As the weather is warming up and we are encouraging people to get outside more, we are happy to work together with HUB Cycling and the schools to help get elementary school children on the right path toward safe cycling.”

On the first day of the program, the children have a 45- to 60-minute in-class or online introduction to cycling and helmet safety. The second is a 70- to 90-minute practical session, where the children get to practise basic cycling skills, including starting, stopping, turning, using hand signals, recognizing road signs and traffic safety.

Teaching elementary students bicycle skills and safety can help:

- reach goals related to climate action, active transportation and healthy communities;
- provide a safer way for students to get daily physical exercise and move within their community during the COVID-19 pandemic; and
- raise a generation of sustainable transportation users and safe road users.

“I’m so pleased the Everyone Rides Program continues to grow and gives grades 4 and 5 students throughout B.C. the skills and confidence they need to safely ride their bikes to and from school,” said Jennifer Whiteside, Minister of Education. “This program teaches students road safety, promotes physical activity and wellness, and teaches youth to find more eco-friendly ways of transportation as they reduce carbon emissions and help build a more sustainable, lasting British Columbia for future generations to come.”

The next session will be with participating Greater Victoria, Kelowna and Salt Spring Island schools starting April 12, 2021.

About 8,000 students from 80 Greater Victoria, Kelowna, Metro Vancouver and Salt Spring Island schools are expected to participate in the 2021 Everyone Rides program. To ensure all interested children are able participate, bikes and helmets are provided, including adaptive bikes for children with disabilities.

“Helping children learn to travel by bike at a young age can create lasting impacts in the transportation choices they make as adults,” said Bowinn Ma, Minister of State for Infrastructure and MLA for North Vancouver-Lonsdale. “As our government seeks to enable more socially and environmentally responsible modes of travel for people throughout our communities, programs like this help to encourage a generational embrace of active transportation for a more sustainable future. Thank you to HUB cycling and all participating parents and schools for supporting this important initiative.”

Everyone Rides Grade 4-5 is a program developed and delivered by HUB Cycling, a not-for-profit organization with over 20 years of experience helping remove barriers to cycling through education and training.

“Universal cycling education in schools is an effective way to raise a generation of sustainable transportation users and safe road users,” said Rose Gardner, director of bike education, HUB Cycling. “This creates a systemic culture of cycling that permeates student, parent and teacher lifestyles, and transportation choices.”

Quick Facts:

- HUB Cycling launched the Everyone Rides Grade 4-5 pilot program in 2020, which reached over 1,800 students through a combination of online, in-class and on-bike learning.
- The ministry has invested \$600,000 in the Everyone Rides Grade 4-5 program.
- As part of the Active Transportation Strategy, Move. Commute. Connect., cycling education is an example of government working within communities to expand active transportation networks and create more options for walking and cycling.
- The Everyone Rides Grade 4-5 program contributes to the CleanBC goal of doubling trips taken by walking, cycling and other kinds of active networks by the year 2030.

Learn More:

HUB Cycling: <https://bikehub.ca/everyone-rides-grade-4-5>

Move. Commute. Connect.: www.gov.bc.ca/active-transportation

CleanBC: <https://cleanbc.gov.bc.ca/>

Contact:

Ministry of Transportation and Infrastructure
Government Communications and Public
Engagement
250 356-8241

Connect with the Province of B.C. at: news.gov.bc.ca/connect



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Oceanside Track Steering Committee
Meeting Location: Zoom
Meeting Time: 9:00 AM March 9, 2021

Mandate: To upgrade Ballenas Secondary track so that it can be safely used by all in the Oceanside community.

Introductions and acknowledgements – Welcome to RDN staff Members

Updates:

- School District 69 - No updates
- RDN Staff
 - Two motions have been passed to allow 21,000 and 32,000 to be released.
 - Staff have been directed to draft a report as to how to move the other monies (\$204,000) available and to negotiate a shared use agreement.
 - Dr. Elder reported that a Joint Use Agreement should be fairly easy to construct.

Fundraising:

- Podcast with PQB news and will be in print tomorrow.
- Broad width of fundraising and anyone can be involved as a sponsor.
- Grant applications – application out to Canada Healthy Communities Grant
 - Next is Coastal Community Credit Union.
 - Letters of support would be very useful. Build a library for that.
 - Advantage that the steering committee is so inclusive and broad.
 - Walk/Run-a-thon instead of the Elementary Track meet.
 - Rudy will approach the schools.
 - Competition within and among schools and students may get sponsors to donate.
 - Could tie in with a Community Event.
 - Go Fund Me
 - Can create teams for sponsorship or for the schools.
 - Could have a broader range geographically.
 - Need to have an overall plan and schedule events to flow to keep motivated. Develop a calendar of events.
 - Tie in with the Summer Olympics.
 - Mark will help with organizing. Create a sub-committee that includes other community members.
 - Working on 50/50 draw
 - Through Gaming the winner must get 50%
 - Two firms provide structure – one charges more than the other. The one that has fewer fees but require more fees up front.
 - Need to have School District 69 apply for a License.
 - Could do more than one campaign.

No Recommendations at this time

Next Meeting Date: April 13 at 9:00 a.m. via Zoom



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Oceanside Track Steering Committee
Meeting Location: Zoom
Meeting Time: 9:00 AM April 13, 2021

Mandate:

To upgrade Ballenas Secondary track so that it can be safely used by all in the Oceanside community.

Introductions and acknowledgements – Welcome to RDN staff Members

Updates:

- School District
Budget in process this week – no recommendation at this time
- Qualicum Town
Working on directing funding
- Parksville City
\$250 K in the bank and coming to us.
- RDN
Finishing the shared use agreements
Working on getting funding to us from the areas

Fundraising:

- Presentation to Parksville AM Rotary April 28
- 50-50 draw moving ahead
- Going to start our business reach out.
Will have a spread sheet set up so we know who we are approaching.
Some brainstorming of businesses to add to the list
- Grants update
Parksville-QB Community Association, Coastal Community (Will not right now but opened conversation, Agri grant, Mid-Island Co-op, Canada Healthy Communities Initiative.
- June 7-11 – Elementary School Initiative to run/walk the track with Pizza lunch
Schools will add their own events (Not about \$ but getting the word out)
- Written material will be out soon (possibly by the end of April)
- More fundraisers are coming
- Go Fund Me pages are available now
- Brainstorming re: general funding
- Acknowledgment – suggestion of a board to recognize donors. Needs to be consistent with the Naming Policy of the SD69 Board
- Community Fundraising walk around June events
- Next fundraising meeting soon

Recommendations:

- No recommendations

Next meeting May 11 at 9:00



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Early Years Table
Meeting Location: Zoom
Meeting Time: Noon March 2021

Mission Statement:

The Early Years Coalition focuses on encouraging healthy relationships with families, with each other, and with community as it relates to the importance of early learning and successful development for young children.

Our Vision:

Thriving children, families and community

Our Goals:

1. Community Collaboration and Engagement
2. Decrease SD69 EDI Reported Vulnerabilities

In Attendance (Agency list):

SOS; Island Health; RDN Recreation; Oceanside Building Learning Together; Parent Support Services; Vancouver Island Library; School District 69; Arrowsmith Recreation (ACRA); Play Oceanside, Island Health (nutrition and dental) and Pacific Sport.

1. First 2000 Days:
Follow up meeting focused on compassionate leadership (Joanne Schroder)
Starting with the caregivers taking care of themselves through mindfulness and check ins etc.
Toolkit available http://earlylearning.ubc.ca/media/systems_toolkit_2019_final.pdf
Report will follow with next steps.
Part of this is the consolidation of LAT with Child Wellness (OHWN)
2. Childcare Update:
Walls are starting at the Arrowview site. Errington is awaiting one detail and then inspection.
3. Mid-island Childcare Report:
Power point presentation – tells us we need childcare at early years is needed.
Recommendations to include childcare as a priority in OCP's and to remove barriers
4. Pete the Cat Virtual Event - Week of April 26:
Community Resource Piece for Parents through short videos and Pete the Cat for Students who will enter Kindergarten next year.
YouTube Blitz will precede the event.
OBLT will provide the recipe and food that is usually provided at the event through OBLT Cares.
The package will also include Pete the Cat book, information from service providers, play dough and gift certificates.
5. Oceanside Building Learning Together website Show & Tell with focus on the Community Hub.

Next Meeting Date:

Thursday, April 1 at 10:30 a.m.



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Early Years Table
Meeting Location: Zoom
Meeting Time: 10:30 April 01, 2021

Mission Statement: The Early Years Coalition focuses on encouraging healthy relationships with families, with each other, and with community as it relates to the importance of early learning and successful development for young children.

Our Vision: Thriving children, families and community

Our Goals:

1. Community Collaboration and Engagement
2. Decrease SD69 EDI Reported Vulnerabilities

In Attendance (Agency list)

SOS; RDN Recreation; Oceanside Building Learning Together; Pacific care; Vancouver Island Library; School District 69; SOURCES; Island Health (Dental) and Arrowsmith Recreation (ACRA)t.

Information Items:

- All will be on the community hub link on the OBLT website.
- "Mental health, COVID and the Early Years."
- Administrative Assistant needed for OBLT

First 2000 Days:

- Lego has a great deal of information on play. A great site for learning through play.
- Forum results indicated Trauma-Informed Practice. Needs include more training for Early Childhood Educators. Contact in Lower Mainland has been contacted. More to come.
- HELP (Human Early Learning Project) still looking for an action we can take together.
- Some themes – The holistic (Village) level work. How to involve compassion, Training and education for the community.
- EDI results are here and more analysis is happening. Next wave will include the impact of COVID.

Child and Youth Action Group (OHWN)

- Next meeting April 20. Trying to "decolonize" the work.
- Looking for points of contact in the community.
- Looking for students to participate; VIU early childhood educators etc.

Childcare Update:

- Errington Program is being inspected next week. Looking for a Childcare Manager.
- Arrowview site is coming along...working inside now. Opening in September.
- Seamless Daycare is in progress at Errington and Craig Street.

Pete the Cat Virtual Event Week - April 26 to 30, 2021

- Filming at all the schools.
- Will hang out on a school bus.
- Goodie bags as usual including a cooking show.
- Need more community resources and handouts.

Next Meeting:

Thursday, May 6 at 10:30 via Zoom



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative:

R. Elaine Young

Committee Name:

Oceanside Health and Wellness Network – Circle of Partners' Table

Meeting Location:

Zoom

Meeting Time:

March 18, 2021

Oceanside Health and Wellness Network (OHWN) Goals

1. Children in Oceanside (OS) have the best possible start in life.
2. Seniors residents in OS are connected and engaged while choosing to age in place.
3. Network to strengthen diversity, connections and share knowledge of the OHWN.
4. Network development to review/revise the structure to increase membership at the Circle of Partners' Table
5. Improve youth and young adult access to mental health services in OS.
6. Develop new and enhance existing action tables in OS.

Reports from action groups (all reports are written and circulated with the agenda):

- Island Health COVID-19 Update Community Response Network (Natasha)
Vaccination Update – New site to open soon at the Qualicum Civic Centre
- Child & Youth Wellness Action Group (Gerry)
Combined first meeting of old Local Action Team (LAT) and Child Wellness Group was excellent. Mental/emotional Health seems a common issue.
- Oceanside Seniors Action Group (Susanna)
- Perfect Storm Group (Marlys)
With opening and general acceptance of Nurse Practitioners the group is seeking another focus...possibly Mental Health Supports (Trauma Informed Practices)
- Coordinator Report (Jane V.)

RDN Social Needs Assessment

- Survey is out and available with a final date of April 9.
- Need to get the information and surveys out to people in order to have accurate statistical information.
- Concerns and discussion about getting the survey out to folks who may have profound needs.
- Questions as to the quality of survey – will it tell us what we need to know or reinforce stereotypes??
- www.getinvolved.rdn.ca/social-needs-strategy/survey_tools/survey

Quarterly Network Meeting

- Brainstormed possible topics, May seen as possible date, working group formed to report to next meeting

Regional Network Database

- Presentation from VIU Intern in Community Planning (Masters' level) regarding setting up a database of networks for the region. Goal is to have a monitored database of networks organized according to the social determinants of health.

Next Meeting April 15, 2021

Recommendations:

Request that the School District help in advising people about the RDN Social Needs Assessment Survey.



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Oceanside Health and Wellness Network – Circle of Partners' Table
Meeting Location: Zoom
Meeting Time: April 15, 2021 3-4:30 PM

Oceanside Health and Wellness Network (OHWN) Goals

1. Children in Oceanside (OS) have the best possible start in life.
2. Seniors residents in OS are connected and engaged while choosing to age in place.
3. Network to strengthen diversity, connections and share knowledge of the OHWN.
4. Network development to review/revise the structure to increase membership at the Circle of Partners' Table
5. Improve youth and young adult access to mental health services in OS.
6. Develop new and enhance existing action tables in OS.

Reports from action groups (all reports are written and circulated with the agenda)

- Child & Youth Wellness Action Group (Gerry)
- Oceanside Seniors Action Group (Susanna)
- Community Health Network (Jane O.)

Toolkit is up and running.

- Perfect Storm Group (Marlys)

Looking for a new focus – Discussion Mental ill-health being a focus...maybe a forum in the future.

- Coordinator Report (Jane V.)

Budget Discussion (part of the year until contract ends October 31)

- Budget was passed

Governance Working Group

- Report of the Governance Working Group presented and following items accepted
- Changes made to define membership, facilitation, and administration for an interim period

Update OHWN Vision to *All residents of Oceanside receive excellent wellness services and supports.*

- Update Mission to *The Oceanside Health and Wellness Network strives to facilitate a collaborative environment which engages a broad range of members that reflects the diversity of our region and supports grassroots informed initiatives to improve wellness in measurable ways.*
- Update the "Our Values" section of our governance material to list three to five shared core values. Values exercise to be held at the May Circle of Partners meeting.
- Update the Guiding Principles section of our governance materials based on the core values.

Next Meeting Date:
Thursday, May 13



Board and Trustee Representative Committee Report

SD69 QUALICUM

Trustee Representative: R. Elaine Young
Committee Name: Social Justice Working Group
Meeting Location: Zoom
Meeting Time: April 01, 2021

Attending:

Eve Flynn, Elaine Young (Co-chairs), Gillian Wilson (Assoc. Super.), Tandy Gunn, Rosie Mcleod-Shannon, Autumn Taylor, Heather Deering, Rudy Terpstra, Brayden Gordon.

Definition Discussions:

- Broad statement and then what are individual schools doing. Nanaimo School District has multiple greetings for example in Hul'qumi'num.
- Education and action as represented in the Core Competencies links this work. Social Justice is rooted in fairness, inclusiveness, bringing things together. Respect and understanding that we are not all the same.
- Social Justice is a long term process. It is about equity, diversity and inclusion.
- From Sea-to-Sky School District they view diversity as a strength, Inclusiveness is a right, personalization is the way.
- Respect and understanding that we are not the same. We need to honour all the people and creatures.

Process:

- We need to create a definition of Social Justice for SD 69, prepare a framework for the environmental scan (let's celebrate what we already do) and then create actionables.
- Need to include others in this conversation. Could be formal committee work. How do we expand to parent, student, unions...then to community. Approach DPAC, MATA, CUPE, Student Leadership Group for representatives to next meeting. Need to have the educational leaders as well. Gillian will reach out to MATA, CUPE, Elaine/Eve will ask at DPAC, Elementary teachers will find students, and secondary through the leadership group.
- Use the Spirals of Inquiry to start the environmental scan.

Budget Implications:

Do we need some time for the focused work of an environmental scan based on Spiral of Inquiry process?

Next meeting:

TBD (Possibly in May)



Board and Trustee Representative Committee Report

Trustee Representative: Julie Austin
Committee Name: ELCCO - Early Learning & Childcare Council in Oceanside
Meeting Location: Zoom
Meeting Time: April 15, 2021, 1:00 pm

Mandate

ELCCO supports the development of Affordable, Accessible, and Quality Not-for-Profit Child Care in Oceanside.

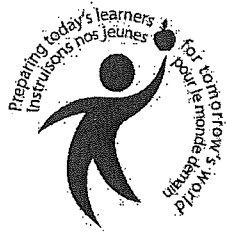
Topics of Conversation:

- Sharon Gregson of the provincial \$10/day childcare advocacy group gave a presentation "Roadmap for \$10/day childcare." The document presented was an informed and well laid out series of paths and building blocks that reflect the present provincial governments election commitments to affordable childcare. This document can be found on their website https://d3n8a8pro7vhmx.cloudfront.net/10aday/pages/2995/attachments/original/1617293830/10aDay_Roadmap_Spring_2021.pdf?1617293830
- The latest provincial budget is a disappointment on the heels of the federal budget and doesn't address key issues says Gregson in a press release. "While continuing to highlight that child care is essential to BC's economic recovery, BC Budget 2021 offers only a minimal expansion of \$10aDay child care sites, a wage increase for Early Childhood Educators without links to a provincial wage grid, and more spaces created through an ineffective granting program rather than a dedicated capital budget." Press release here: https://www.10aday.ca/campaign_updates
- Acknowledgement that municipalities, regional districts and school districts need to work together in partnerships to help facilitate the growth of childcare spaces

Next meeting: Thursday, May 20, 1:00 pm

**SCHOOL DISTRICT 69 (QUALICUM)
STATUS OF ACTION ITEMS**

Action Item	Responsibility	Status	Proposed Deadline
<p>Commissioning of External Report re Carbon Emission Practices (March 9, 2021) THAT the Board of Education of School District 69 (Qualicum) ask staff to commission a report by an independent consultant to review our carbon emission practices and operations and create options for the board to consider as we move toward carbon reduction. The costing for this report would be obtained from the 2020/21 budget, and is not to exceed \$20,000</p>	<p>Secretary/Treasurer/General Manager of Operations & Maintenance</p>	<p>Update as provided in the Finance & Operations Committee Report from April 2021</p>	<p>TBD</p>
<p>Social Justice Working Group (February 23, 2021) THAT the Board of Education of School District 69 (Qualicum) establish a working group to discuss, refine and accept a definition of Social Justice and invite interested stakeholders to join, with the goal of completing an environmental scan and action plan</p>	<p>Trustees Flynn and Young/Associate Superintendent</p>	<p>-Meeting held April 1 (report included on agenda) -Interested stakeholders will be invited to participate at which time the definition of Social Justice will be determined.</p>	<p>Ongoing</p>
<p>Exploration of Community Schools Concept - December 15, 2020 THAT the Board of Education of School District 69 (Qualicum) requests staff to further explore the community school concept and to bring a report back to the Board through the Finance & Operations Committee before the end of this school year</p>	<p>Superintendent/Secretary/Treasurer</p>	<p>In progress</p>	<p>June 2021</p>
<p>Codes of Conduct Working Group - September 22, 2020 THAT the Board of Education of School District 69 (Qualicum) ask senior staff to create a working group, which includes student and parent advisory council representatives, to work on the School Codes of Conduct</p>	<p>Gillian Wilson</p>	<p>Working with each school and the Social Justice Working group. These are connected to the work of the Social Justice Working Group. Codes of Conduct Reviews due April 15 Codes of Conduct due to Superintendent by July 15, 2021.</p>	<p>July 2021</p>
<p>Use of Common Space for Artwork - March 10, 2020 THAT the Board of Education of School District 69 (Qualicum) ask staff to work with Parksville Civic and Technology Centre partners to develop a plan and process to allow the display of wall art from SD69 students, VIU students and community members in the communal areas of the building; and, THAT this process may serve as a vehicle for installation art, be it temporary or permanent.</p>	<p>Senior Staff</p>	<p>Deferred due to COVID</p>	<p>TBD</p>
<p>Climate Action Symposium - December 17, 2019 THAT the Board of Education of School District 69 (Qualicum) support a task force initiative to host a Climate Action Symposium in the spring of 2020</p>	<p>Climate Action Task Force Members</p>	<p>Has been decided to move timeline from spring 2020 to fall 2020 Will now depend on status of pandemic</p>	<p>TBD</p>



SD69 QUALICUM

Ron Amos
Secretary-Treasurer

Memo

Date: April 27, 2021
To: Board of Education
cc: Keven Elder, Superintendent
From: Ron Amos, Secretary Treasurer
Re: 21/22 Annual Budget

Rationale:

Following up on discussions at the Special Public Budget meeting, the Board requested that three scenarios be presented for consideration on the 2021/22 Annual Budget.

Background:

As presented in the 2020/21 Financial Statements, the Board is currently holding an operating surplus of \$1,993,248, which originally had \$999,044 as internally restricted, leaving \$994,204 as contingency reserve. As illustrated below, after passing the 2020/21 Amended Budget, the contingency reserve was revised to \$1,294,204, as \$300,000 was not required to balance the budget.

Operating Surplus	2020/21		
	Annual	Amended	Notes
<u>Appropriated (Internally Restricted)</u>			per Policy 106
School supply accts	110,051	110,051	
Capital maint	361,493	361,493	
District Programs	27,500	27,500	
Energy projects	200,000	200,000	
Use of surplus to balance	300,000	0	
Appropriated Surplus	999,044	699,044	
Contingency Reserve	994,204	1,294,204	Commonly, 2-4% of revenues
Unrestricted Surplus	0	0	Remainder, after appropriations and contingency
Total Operating Surplus	1,993,248	1,993,248	

It is with these funds and any likely 2020/21 Operating surplus that the discussion for the 2021/22 use of surplus deals with.

As discussed at the Special Public Budget meeting the Board was presented with a list for consideration within the context of the budget dialogue.

Based on feedback from the Board, it was asked that Administration prepare a summary of scenarios for which the Board could consider in making its final decision with regard to the motion to pass the Budget.

The table below shows three scenarios for which the Board could review the considerations, in escalating use of the surplus, from 393,487 to 814,047 and in consideration of which priorities would be supported if the funding were increased.

		FTE	Total Cost	Scenarios			Scenarios		
				#1	#2	#3	#1	#2	#3
Budget Items for Consideration									
Teaching positions	Supports to be determined	6.2	651,000	2.0	2.2	3.7	203,487	223,847	376,547
EA positions	Student services	3.0	175,000	2.0	2.0	3.0	115,000	115,000	172,500
Custodial positions	Additional time	2.0	151,000	1.0	2.0	2.0	75,000	150,000	150,000
	Daytime custodians	5.0	377,500				-	-	-
Administration	Unfunded increases		90,000		1	1	-	90,000	90,000
District supplies	Return district support		150,000				-	-	-
Zero waste initiative			25,000		1	1	-	25,000	25,000
Total Use of Surplus		16.2	1,619,500	5.0	6.2	8.7	393,487	603,847	814,047

The Budget documents included in the Public agenda are prepared as if scenario #3 will be adopted, however should the Board approve scenario #1 or #2, than the Board Bylaw can be revised as indicated below. The final Budget document for signatures and Ministry submission would also be revised accordingly.

	Total Use of Surplus	2021/22 Annual Budget Bylaw Amount
Scenario #1	393,487	\$ 60,608,039
Scenario #2	603,847	\$ 60,818,399
Scenario #3	814,047	\$ 61,028,599*

Recommendations:
For Board discussion.

SCHOOL DISTRICT NO. 69 (QUALICUM)
2021-22 Annual Budget Financial Summary

2021-04-22

	2020/21		2021/22		
	Annual Budget	Amended Budget	Annual Budget	Diff to Amended	Comments
Funded FTE's					
School Aged	4,251,000	4,382,813	4,427,000		
Adult	5,500	4,125	4,125		
Other					
Total	4,256,500	4,386,938	4,431,125		
REVENUE					
PROVINCIAL GRANTS					
Operating Grant	43,844,035	44,146,379	46,179,571	2,033,192	incr. in per pupil
Other MOE Grants-Additional grant	426,341	426,341	426,341	0	
Other MOE Grants-Pay Equity	936,176	936,176	936,176	0	
Other MOE Grants-Misc		1,321,056	0	-1,321,056	Labr settlement
TOTAL MINISTRY OF ED GRANTS	45,206,552	46,829,952	47,542,088	712,136	
OTHER REVENUES					
Other Provincial Revenues	101,450	110,000	150,000	40,000	ITA/MCFD
Offshore Tuition	2,000,000	1,000,000	2,500,000	1,500,000	incr enrolment to 100 FTE
Miscellaneous	140,000	140,000	140,000	0	Prog fees/bus pass
Rental and Leases	550,000	550,000	600,000	50,000	
Investment Income	190,000	190,000	190,000	0	
TOTAL OTHER REVENUE	2,981,450	1,990,000	3,580,000	1,590,000	
TOTAL REVENUES	48,188,002	48,819,952	51,122,088	2,302,136	
EXPENDITURES					
SALARIES AND BENEFITS					
Teachers	18,087,561	18,681,515	20,117,193	1,435,678	wage inc/add'l supports
Principals and Vice Principals	3,370,773	3,530,584	3,464,495	-66,089	change for P-ISP
Educational Assistants	3,739,569	3,694,131	3,870,328	176,197	wage inc/add'l supports
Support Staff	5,176,880	5,091,281	5,439,319	348,038	ISP/Custodial
Other Professionals	1,590,125	1,578,493	1,710,140	131,647	ISP/AMO
Substitutes	1,579,886	1,739,942	1,750,277	10,335	
Benefits	8,888,791	9,149,589	9,361,828	212,239	impact of wage incr/supports
TOTAL SALARIES AND BENEFITS	42,433,585	43,465,535	45,713,580	2,248,045	
Benefits as a % of Total Salaries	26.5%	26.7%	25.8%		
SUPPLIES AND SERVICES					
Services	2,175,130	1,775,130	2,484,268	709,138	ISP incr enrol-homestay
Training and Travel	519,085	419,085	543,085	124,000	ISP incr enrol-travel/prog
Rental and Leases	5,000	5,000	5,000	0	
Dues and Fees	71,000	71,000	71,000	0	
Insurance	164,000	164,000	164,000	0	
Supplies	1,765,652	1,565,652	1,600,652	35,000	ISP incr enrol-supplies
Utilities	936,000	936,000	936,000	0	
Capital Equipment	418,550	418,550	418,550	0	
TOTAL SUPPLIES AND SERVICES	6,054,417	5,354,417	6,222,555	868,138	
TOTAL EXPENDITURES	48,488,002	48,819,952	51,936,135	3,116,183	
NET REVENUE (EXPENDITURE)	-300,000	0	-814,047	-814,047	
Budgeted Use of Surplus	300,000		814,047	0	
Surplus (Deficit), for the Year	0	0	0	-814,047	

SCHOOL DISTRICT NO. 69 (QUALICUM)
2021-22 Annual Budget Financial Summary

2021-04-22

	2020/21		2021/22		
	Annual Budget	Amended Budget	Annual Budget	Diff to Amended	Comments
INSTRUCTION					
Regular Instruction	22,218,624	22,908,913	24,500,720	1,591,807	wage inc/add'l supports
Career Programs	682,165	703,483	706,372	2,889	
Library Services	1,149,074	1,158,336	1,175,858	17,522	
Counselling	1,027,045	981,330	1,004,717	23,387	
Special Education	6,847,812	7,030,196	7,257,128	226,932	wage inc/add'l supports
English as a Second Language	81,677	87,889	90,321	2,432	
Aboriginal Education	711,717	731,778	765,166	33,388	
School Administration	3,924,723	3,885,671	3,895,957	10,286	
Continuing Education	0	0	0	0	
Off Shore Students	1,837,241	1,297,919	2,171,892	873,973	ISP incr enrolment
Other	49,194	50,267	50,916	649	
Function 1 - Instruction	38,529,272	38,835,782	41,619,047	2,783,265	
DISTRICT ADMINISTRATION					
Educational Administration	670,240	656,975	659,303	2,328	
School District Governance	212,115	215,358	215,666	308	
Business Administration	1,352,172	1,351,241	1,366,495	15,254	
Function 4 - District Administration	2,234,527	2,223,574	2,241,464	17,890	
OPERATIONS AND MAINTENANCE					
Operations and Maintenance Admin	593,920	606,444	673,440	66,996	wage inc/add'l supports
Maintenance Operations	3,633,573	3,634,692	3,858,909	224,217	wage inc/add'l supports
Maintenance of Grounds	324,237	325,920	328,916	2,996	
Utilities	1,056,000	1,056,000	1,056,000	0	
Capital Equipment	418,550	418,550	418,550	0	
Function 5 - Operations and Maint	6,026,280	6,041,606	6,335,815	294,209	
TRANSPORTATION AND HOUSING					
Transportation and Housing Admin	158,707	160,594	177,994	17,400	
Student Transportation	1,521,216	1,540,396	1,543,815	3,419	
Housing/Boarding	18,000	18,000	18,000	0	
Function 7 - Transportation and Ho	1,697,923	1,718,990	1,739,809	20,819	
TOTAL FUNCTION 1-7	48,488,002	48,819,952	51,936,135	3,116,183	
Special Purpose Fund (SPF) Budget					
Annual Facility Grant	199,346	199,346	199,346	0	
Classroom Enhancement Fund	3,332,953	3,724,787	3,348,525	-376,262	remaining 10%, fall release
Community Link	380,322	380,322	391,995	11,673	
Learning Improvement Fund	158,680	158,680	160,784	2,104	
French Funds	101,323	97,565	97,565	0	
Strong Start	96,000	102,000	102,000	0	SS/CR4YC
Ready, Set, Learn	19,600	19,600	19,600	0	TOU
Federal Safe Return		1,660,269		-1,660,269	
Provincial Safe Return		311,500		-311,500	
Mental Health		55,000		-55,000	
Service Delivery/Coding					
School Generated Funds					
Special Purpose Funds-Total Expe	4,288,224	6,709,069	4,319,815	-2,389,254	

Annual Budget

School District No. 69 (Qualicum)

June 30, 2022

School District No. 69 (Qualicum)

June 30, 2022

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 69 (QUALICUM) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2021/2022 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 69 (Qualicum) Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$61,028,599 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE 27th DAY OF APRIL, 2021;

READ A SECOND TIME THE 27th DAY OF APRIL, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 27th DAY OF APRIL, 2021;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 69 (Qualicum) Annual Budget Bylaw 2021/2022, adopted by the Board the 27th DAY OF APRIL, 2021.

Secretary Treasurer

School District No. 69 (Qualicum)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	4,427,000	4,382,813
Adult	4,125	4,125
Total Ministry Operating Grant Funded FTE's	<u>4,431,125</u>	<u>4,386,938</u>
Revenues	\$	\$
Provincial Grants		
Ministry of Education	52,497,665	53,192,803
Other	150,000	110,000
Tuition	2,500,000	1,000,000
Other Revenue	1,440,000	1,490,000
Rentals and Leases	600,000	550,000
Investment Income	190,000	190,000
Amortization of Deferred Capital Revenue	2,494,699	2,440,024
Total Revenue	<u>59,872,364</u>	<u>58,972,827</u>
Expenses		
Instruction	47,073,667	45,897,676
District Administration	2,241,464	2,223,574
Operations and Maintenance	9,115,662	8,639,718
Transportation and Housing	2,179,256	2,129,082
Total Expense	<u>60,610,049</u>	<u>58,890,050</u>
Net Revenue (Expense)	<u>(737,685)</u>	<u>82,777</u>
Budgeted Allocation (Retirement) of Surplus (Deficit)	814,047	
Budgeted Surplus (Deficit), for the year	<u>76,362</u>	<u>82,777</u>
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	76,362	82,777
Budgeted Surplus (Deficit), for the year	<u>76,362</u>	<u>82,777</u>

School District No. 69 (Qualicum)

Annual Budget - Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	51,517,585	48,401,402
Operating - Tangible Capital Assets Purchased	418,550	418,550
Special Purpose Funds - Total Expense	5,655,577	7,262,851
Capital Fund - Total Expense	3,436,887	3,225,797
Total Budget Bylaw Amount	61,028,599	59,308,600

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed _____

Signature of Superintendent Date Signed _____

Signature of Secretary/Treasurer Date Signed _____

DRAFT

School District No. 69 (Qualicum)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(737,685)</u>	<u>82,777</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	<u>(418,550)</u>	<u>(418,550)</u>
Total Acquisition of Tangible Capital Assets	<u>(418,550)</u>	<u>(418,550)</u>
Amortization of Tangible Capital Assets	<u>2,836,887</u>	<u>2,775,797</u>
Total Effect of change in Tangible Capital Assets	<u>2,418,337</u>	<u>2,357,247</u>
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>1,680,652</u></u>	<u><u>2,440,024</u></u>

School District No. 69 (Qualicum)

Schedule 2

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	47,542,088	46,829,952
Other	150,000	110,000
Tuition	2,500,000	1,000,000
Other Revenue	140,000	140,000
Rentals and Leases	600,000	550,000
Investment Income	190,000	190,000
Total Revenue	51,122,088	48,819,952
Expenses		
Instruction	41,619,047	38,835,782
District Administration	2,241,464	2,223,574
Operations and Maintenance	5,917,265	5,623,056
Transportation and Housing	1,739,809	1,718,990
Total Expense	51,517,585	48,401,402
Net Revenue (Expense)	(395,497)	418,550
Budgeted Prior Year Surplus Appropriation	814,047	
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(418,550)	(418,550)
Total Net Transfers	(418,550)	(418,550)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 69 (Qualicum)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	46,179,571	44,146,379
Other Ministry of Education Grants		
Pay Equity	936,176	936,176
Student Transportation Fund	426,341	426,341
Support Staff Benefits Grant		68,245
Teachers' Labour Settlement Funding		1,156,463
Early Career Mentorship Funding		95,000
Early Learning Framework		1,348
Total Provincial Grants - Ministry of Education	47,542,088	46,829,952
Provincial Grants - Other	150,000	110,000
Tuition		
International and Out of Province Students	2,500,000	1,000,000
Total Tuition	2,500,000	1,000,000
Other Revenues		
Miscellaneous		
Transportation Revenue	50,000	50,000
Miscellaneous	90,000	90,000
Total Other Revenue	140,000	140,000
Rentals and Leases	600,000	550,000
Investment Income	190,000	190,000
Total Operating Revenue	51,122,088	48,819,952

School District No. 69 (Qualicum)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Salaries		
Teachers	20,117,193	18,681,515
Principals and Vice Principals	3,464,495	3,530,584
Educational Assistants	3,870,328	3,694,131
Support Staff	5,439,319	5,091,281
Other Professionals	1,710,140	1,578,493
Substitutes	1,750,277	1,739,942
Total Salaries	36,351,752	34,315,946
Employee Benefits	9,361,828	9,149,589
Total Salaries and Benefits	45,713,580	43,465,535
Services and Supplies		
Services	2,483,268	1,774,130
Student Transportation	1,000	1,000
Professional Development and Travel	543,085	419,085
Rentals and Leases	5,000	5,000
Dues and Fees	71,000	71,000
Insurance	164,000	164,000
Supplies	1,600,652	1,565,652
Utilities	936,000	936,000
Total Services and Supplies	5,804,005	4,935,867
Total Operating Expense	51,517,585	48,401,402

School District No. 69 (Qualicum)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	16,716,821	960,638		13,731		1,210,117	18,901,307
1.03 Career Programs	181,241			42,352			223,593
1.07 Library Services	609,631	35,974		266,820			912,425
1.08 Counselling	798,800						798,800
1.10 Special Education	1,419,635	241,970	3,575,517	40,679	69,483	255,596	5,602,880
1.30 English Language Learning	70,697						70,697
1.31 Indigenous Education	124,077	126,335	294,811				545,223
1.41 School Administration		1,824,105		1,211,981			3,036,086
1.62 International and Out of Province Students	196,291	136,700		28,070	163,891		524,952
1.64 Other					40,872		40,872
Total Function 1	20,117,193	3,325,722	3,870,328	1,603,633	274,246	1,465,713	30,656,835
4 District Administration							
4.11 Educational Administration		75,605			388,542		464,147
4.40 School District Governance					111,330		111,330
4.41 Business Administration				284,800	623,278	3,000	911,078
Total Function 4	-	75,605	-	284,800	1,123,150	3,000	1,486,555
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration		63,168		78,984	238,798	500	381,450
5.50 Maintenance Operations				2,442,448		173,728	2,616,176
5.52 Maintenance of Grounds				176,560			176,560
5.56 Utilities							-
Total Function 5	-	63,168	-	2,697,992	238,798	174,228	3,174,186
7 Transportation and Housing							
7.41 Transportation and Housing Administration				55,506	73,946	500	129,952
7.70 Student Transportation				797,388		106,836	904,224
7.73 Housing							-
Total Function 7	-	-	-	852,894	73,946	107,336	1,034,176
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	20,117,193	3,464,495	3,870,328	5,439,319	1,710,140	1,750,277	36,351,752

School District No. 69 (Qualicum)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	18,901,307	4,756,428	23,657,735	842,985	24,500,720	22,908,913
1.03 Career Programs	223,593	54,649	278,242	428,130	706,372	703,483
1.07 Library Services	912,425	234,733	1,147,158	28,700	1,175,858	1,158,336
1.08 Counselling	798,800	205,917	1,004,717		1,004,717	981,330
1.10 Special Education	5,602,880	1,583,248	7,186,128	71,000	7,257,128	7,030,196
1.30 English Language Learning	70,697	19,624	90,321		90,321	87,889
1.31 Indigenous Education	545,223	144,275	689,498	75,668	765,166	731,778
1.41 School Administration	3,036,086	752,071	3,788,157	107,800	3,895,957	3,885,671
1.62 International and Out of Province Students	524,952	143,140	668,092	1,503,800	2,171,892	1,297,919
1.64 Other	40,872	10,044	50,916		50,916	50,267
Total Function 1	30,656,835	7,904,129	38,560,964	3,058,083	41,619,047	38,835,782
4 District Administration						
4.11 Educational Administration	464,147	93,156	557,303	102,000	659,303	656,975
4.40 School District Governance	111,330	13,996	125,326	90,340	215,666	215,358
4.41 Business Administration	911,078	213,717	1,124,795	241,700	1,366,495	1,351,241
Total Function 4	1,486,555	320,869	1,807,424	434,040	2,241,464	2,223,574
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	381,450	82,190	463,640	209,800	673,440	606,444
5.50 Maintenance Operations	2,616,176	693,251	3,309,427	549,482	3,858,909	3,634,692
5.52 Maintenance of Grounds	176,560	49,356	225,916	103,000	328,916	325,920
5.56 Utilities	-	-	-	1,056,000	1,056,000	1,056,000
Total Function 5	3,174,186	824,797	3,998,983	1,918,282	5,917,265	5,623,056
7 Transportation and Housing						
7.41 Transportation and Housing Administration	129,952	29,942	159,894	18,100	177,994	160,594
7.70 Student Transportation	904,224	282,091	1,186,315	357,500	1,543,815	1,540,396
7.73 Housing	-	-	-	18,000	18,000	18,000
Total Function 7	1,034,176	312,033	1,346,209	393,600	1,739,809	1,718,990
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	36,351,752	9,361,828	45,713,580	5,804,005	51,517,585	48,401,402

School District No. 69 (Qualicum)
 Annual Budget - Special Purpose Revenue and Expense
 Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	4,355,577	5,912,851
Other Revenue	1,300,000	1,350,000
Total Revenue	5,655,577	7,262,851
Expenses		
Instruction	5,454,620	7,061,894
Operations and Maintenance	199,346	199,346
Transportation and Housing	1,611	1,611
Total Expense	5,655,577	7,262,851
Budgeted Surplus (Deficit), for the year	-	-

School District No. 69 (Qualicum)
 Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2022

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			575,191			16,964			
Add: Restricted Grants									
Provincial Grants - Ministry of Education	199,346	160,784		96,000	19,600	97,565	391,995	400,019	2,948,506
Other	199,346	160,784	1,350,000	96,000	19,600	97,565	391,995	400,019	2,948,506
Less: Allocated to Revenue	199,346	160,784	1,300,000	96,000	19,600	114,529	391,995	400,019	2,948,506
Deferred Revenue, end of year	-	-	625,191	-	-	-	-	-	-
Revenues	199,346	160,784	1,300,000	96,000	19,600	114,529	391,995	400,019	2,948,506
Provincial Grants - Ministry of Education	199,346	160,784	1,300,000	96,000	19,600	114,529	391,995	400,019	2,948,506
Other Revenue									
Expenses									
Salaries									
Teachers									2,300,000
Principals and Vice Principals						35,000			
Educational Assistants		127,000					240,000	200,000	
Support Staff							40,000	150,000	
Other Professionals									
Employee Benefits	150,000	127,000				35,000	280,000	350,000	2,300,000
Services and Supplies	40,000	33,784				8,500	66,673	50,019	648,506
	9,346					71,029	45,322		
	199,346	160,784	1,300,000	96,000	19,600	114,529	391,995	400,019	2,948,506
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 69 (Qualicum)
 Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2022

	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	TOTAL
	\$ 1,611	\$ 16,578	\$ 6,609	\$ 616,953
Deferred Revenue, beginning of year				
Add: Restricted Grants				
Provincial Grants - Ministry of Education	1,611	16,578	6,609	4,313,815
Other	-	-	-	1,350,000
				5,663,815
Less: Allocated to Revenue	1,611	16,578	6,609	5,655,577
Deferred Revenue, end of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>625,191</u>
Revenues	1,611	16,578	6,609	4,355,577
Provincial Grants - Ministry of Education	1,611	16,578	6,609	1,300,000
Other Revenue				5,655,577
Expenses				
Salaries				2,300,000
Teachers				35,000
Principals and Vice Principals				567,000
Educational Assistants				300,000
Support Staff				40,000
Other Professionals				3,242,000
Employee Benefits	1,611	16,578	6,609	847,482
Services and Supplies	1,611	16,578	6,609	1,566,095
	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,655,577</u>
Net Revenue (Expense)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

School District No. 69 (Qualicum)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget			2021 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	600,000		600,000	450,000
Amortization of Deferred Capital Revenue	2,494,699		2,494,699	2,440,024
Total Revenue	3,094,699	-	3,094,699	2,890,024
Expenses				
Operations and Maintenance	600,000		600,000	450,000
Amortization of Tangible Capital Assets				
Operations and Maintenance	2,399,051		2,399,051	2,367,316
Transportation and Housing	437,836		437,836	408,481
Total Expense	3,436,887	-	3,436,887	3,225,797
Net Revenue (Expense)	(342,188)	-	(342,188)	(335,773)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	418,550		418,550	418,550
Total Net Transfers	418,550	-	418,550	418,550
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	-
Budgeted Surplus (Deficit), for the year	76,362	-	76,362	82,777



Education Committee of the Whole Report
Tuesday, April 20, 2021
VIA ZOOM
2:30 p.m.

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.*

1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

2. OPENING COMMENTS

3. SHARED LEARNING:

a. CEAP Presentation

Great presentation from teachers Dallas Flynn, Claire Weir, Jenny Pearson, Kelly Brett, Joni Jeffrey, and moral support from Tandy Gunn and Falon, the student teacher from VIU. The video shared gave a great snapshot of the way this school had to change with COVID and the expansion of students. They continued to focus on relationships, fostering a sense of belonging, increased engagement with parents and students, and encouraging differentiated instruction for all. At the beginning of the school year, there were 220 inquiries for this delivery of the curriculum, with 170 enrolling.

b. Nanoose Bay Elementary Presentations

i. Gardening/Seed Library Work – Chris

Farmer Brown wowed us with his enthusiasm and passion for all things agricultural. A great video showing cross curriculum with all grades, using seeds as manipulatives and keeping the seed library up to date. Chris Brown accessed a \$1000 grant to bring the Farm to School, sharing his passion with the kids who love it.

ii. Fine Arts – Kerri

Kerri Faa has been a teacher in our District for many years, and it's obvious that her love of Music has touched many students who go on to continue with music in their lives. Kerri spoke of the connection music has that links with our social emotional growth and is essential for all ages. Amazing video showing us engaged students from early years and beyond.

c. International Student Program (ISP) Revision and Rebuild Vision

Ross Pepper and Ronda Bell, Principals of the ISP, reported that there are currently 90 students attending with 140 enrolled for September 2021 for an FTE of 110. The 4 goals that our ISP team emphasized continue to be the focus of the program: Diversity, Communication with Collaboration, Quality Programming and Social Emotional Responsibility. These are why students from around the world want to come to S 69 for their international experience and education. This was a great presentation from Ronda and Ross who have risen to the challenges that COVID presented in the early days made sure all our host families and students remained safe and healthy.

4. INFORMATION

a. Social Justice Working Committee Update (Trustee Young)

Report will be provided in the agenda of the April Regular Board Meeting.

b. Update on Registration

Gillian Wilson, Associate Superintendent, gave us a look into where our current students are going when they leave the district and who is coming in and from where.

c. Alternative Education Review

Vivian Collyer, Director of Instruction, spoke to a question about non-engaged students and plans to reconnect them to their learning. One option being explored is in collaboration with the Society of Organized Services (SOS) for use of some office space in which to connect with those students that have disengaged from the system. The space is open Tuesdays and Thursdays with the hope that, since it is off school grounds, response from students to attend at that site may be more favourable. Jesse Witte, Principal of the Parkville Alternative Secondary School (PASS) spoke to all the other resources that SOS offers and feels this is a good fit.

d. FSA Summary

This topic was deferred to the May Education Committee of the Whole Meeting due to time limitations.

5. DISCUSSION

a. Lessons Learned

Gillian Wilson reported that the School Messenger system has been invaluable in ensuring regular and consistent messaging goes out to district families. This system has also been invaluable for COVID notifications to parents, students and staff.

6. QUESTION PERIOD

7. RECOMMENDATION(S) TO THE BOARD OF EDUCATION

None

8. FUTURE TOPICS

- September 2021 Start Up. What does it look like?

9. NEXT MEETING DATE

- Tuesday, May 18, 2021 at 2:30 via Zoom



Context

The Board of Education of School District 69 (Qualicum) understands that technology-based access to information, collaboration and creativity are vital to intellectual enhancement and productivity and that web-based information can be difficult to control or filter. The Board recognizes the value of technology in enhancing student learning and in enhancing the administration and operation of its schools.

Policy Statement

1. In order to support its mission and strategic priorities, the Board supports the responsible uses of technology that support learning, respect privacy and ensure safety.
2. The Board is committed to informing all students and staff of potential risks and benefits that come with access to technological resources, and to clarifying expectations and restrictions on uses of information technologies in the school district.
3. Technology is to be used primarily for educational and/or research purposes and for conducting valid School District business. Any other uses that interfere with the security or integrity of the system are prohibited.

Guidelines

1. This Acceptable Use Policy (AUP) is applicable to all persons using Technology while studying, working, or visiting in the Qualicum School District.
2. Technology will be used to:
 - a. support and enhance the delivery of educational services to students and provide options; to meet their learning styles, access requirements, and program needs;
 - b. provide tools to improve the efficiency and effectiveness of the business of education;
 - c. enhance opportunities for staff to participate in professional development activities;
 - d. communicate with partner groups and the community.

Definitions

Technology is defined as computers, mobile devices including cell phones, software, networks, the Internet, online communications and other technologies. For the purposes of this policy and its related Administrative Procedure technology includes that which is provided by the School District or that which is brought by the user.

References:

- Administrative Procedure: *Acceptable Use of Technology*
- Board Policy 900: *Freedom of Information and Protection of Privacy – Management and Access to Information*

Dates of Adoption/Amendment:

Adopted: 97.07.08
Amended: 02.04.23: 04.01.27: 19.05.28



Terms and Conditions for Acceptable Use of Technology

It is important that users conduct themselves in a responsible, legal, professional, ethical, and courteous manner while using school district technology and when communicating online using social media tools or other technologies. All other policies, including those on harassment, equity, and proper conduct of employees and students apply to the use of technology.

Users of technology in the School District will be required to abide by the terms and conditions of this policy. Employees of the School District must sign the agreement in order to gain access to technology. Consistent with the Code of Conduct, all students are bound by the terms and conditions of this Policy.

Use of technology and access to the Internet for any purpose not related to education is prohibited including, without limitation, commercial, criminal, obscene, inappropriate or illegal purposes. Use of some technologies may require prior authorization by the School District. The School District reserves the right to restrict the scope of access to individuals or groups. Any user identified as a security risk, having a history of problems with other computer systems or found violating this policy may be denied access.

Inappropriate or prohibited use may lead to suspension or termination of privileges at the discretion of district administration, and to possible other consequences including legal prosecution or disciplinary action appropriate under any applicable laws, policies, regulations, collective agreements or contracts. The Board's Acceptable Use Policy shall be interpreted, construed and enforced in all respects in accordance with the laws of the Province of British Columbia.

The Board and its representatives make no guarantees about the reliability of the technology it provides and will not be responsible for any damages that may be incurred. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by technology or user errors or omissions. Use of any information obtained or given via the Internet is at the user's risk. The School District denies any responsibility for the accuracy or quality of information obtained through its technology.

The following is a list of requirements which will be shared with all users (at each login, or by signed agreement) and whose violation may lead to suspension or termination of privileges:

System Security and Integrity:

1. Users may not violate, or attempt to violate, the security or integrity of the School District's computers, data or network.
2. Users are required not to share their passwords or permit others to use their account, and must log off immediately after use to ensure that others may not access their account. Users are responsible for all activity within their account and will be held accountable for any inappropriate activity.
3. Users may not disclose anyone else's user ID, password, network or Internet credentials.



4. Vandalism will result in termination of technology privileges. Vandalism is defined as any malicious attempt to harm or destroy data, equipment, the network or agencies or other networks that are connected to the Internet. This includes deliberately or recklessly exposing the technology to virus infection.
5. In order to enable fair use of technology, system administrator(s) may set quotas for disk/computer usage and usage time limits on some technologies.
6. In order to protect the integrity of the networks and maintain efficiency, the connection of personal technology equipment such as home computers, routers, servers, wireless devices, etc. to District networks is not allowed without the permission and guidance of the District Information Technology staff.

Privacy and Confidentiality:

1. Use of technology associated with the School District, including Internet access and email, is neither private nor confidential and may be tracked. Use of such technology by any individual may be monitored or reviewed by the School District without prior notice. In the case of misuse or suspicion of misuse of the network or services, the School Board reserves the right to access any files/data on the system.
2. The District may block or remove files that are unacceptable or in violation of this Acceptable Use Policy.
3. Parents/guardians have the right, where legally applicable, to request to see the contents of their child's data.
4. Due to the nature of some District approved online technologies being hosted world-wide, it is possible that an individual's full name, student ID, school name, email and classwork may be stored on premises outside Canada. In such cases, parents will provide informed consent the privacy laws of the country hosting the data may apply. Such technologies may only be used in the manner prescribed by the District.
5. The District will not disclose or post a student's personal contact information without the consent of the student's parent/guardian or of the student if of legal age. This includes a student's address, telephone number, school address, work address or any information that clearly identifies an individual student.
6. The District will not disclose an employee's personal information without the consent of the employee.
7. Staff and students shall not post or discuss online, personal information or work related issues including student work, without the permission of all parties involved.
8. When using social media or other websites to enhance classroom education or conduct School District business, personal information including full names may not be posted unless authorized and appropriate measures should be taken to protect the privacy of individuals and content where applicable.



Expectations of Users of Technology:

Other inappropriate or illegal uses of District technology, the Internet and social media tools include, but are not limited to the following: *[Please be aware that any illegal action carried out over the Internet will be reported to law enforcement officials for possible prosecution. Financial and legal consequences of such actions are the responsibility of the user (staff, volunteer and student) and student's parent or guardian].*

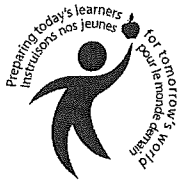
1. You may not use District technology to:
 - a. transmit any materials in violation of Canadian laws
 - b. store or transmit pornographic materials including sexting
 - c. transmit or post threatening, abusive or obscene material
 - d. duplicate, store or transmit copyrighted material that violates copyright law
 - e. threaten, intimidate, bully or spread rumours about another individual or group; or,
 - f. use anonymous proxies to get around content filtering.

2. Plagiarism/Copyright/Licensing. Plagiarism is the act of using someone else's words or ideas as your own
 - a. Students are required to give proper credit to all Internet sources used in academic assignments, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music and text.
 - b. All students and faculty should also adhere to the Creative Commons licenses where the author/artist denotes what media may be shared, remixed or reused.

3. Expected behaviour on social media websites
 - a. The District strongly urges employees to refrain from friending or following students on social media platforms.
 - b. Employees must at all times conduct themselves appropriately on social media sites and elsewhere, **including when using an alias or anonymous profile.**
 - c. Employees are expected to refrain from commenting on the Board as employer, or about any supervisors or co-workers.
 - d. All users are to refrain from posting inappropriate comments.
 - e. All users are expected to not disclose personal or private information about anyone without their consent.

4. District technology is meant for educational purposes and as such may not be used for
 - a. Personal business
 - b. Product and/or service advertisement or political lobbying
 - c. Playing network intensive games
 - d. Harassing other users with unwanted email or spam

5. More information for parents and students on the benefits and risks of using the Internet may be found at the Media Smarts website: <http://mediasmarts.ca/parents>



Glossary of Terms

Technology - Computers, mobile devices including cell phones, software, networks, Internet, online communications and other technologies

Online Communication - Internet based technologies such as email, websites, social media, messaging, photo sharing, etc.

Personal Information - Home phone number, address, health related issues, other personal identification. In the case of students' information this includes the full name. In the case of staff, it is okay to use the full name or business address/phone in official business communiqués in which case, it is not considered personal information

US Patriot Act - In the case of data being stored outside Canada, *Frequently Asked Questions* on the US Patriot Act may be found at:

http://www.tbs-sct.gc.ca/pubs_pol/gospubs/TBM_128/usapa/faq-eng.asp

(Note that data may be stored in countries world-wide, not just the US)

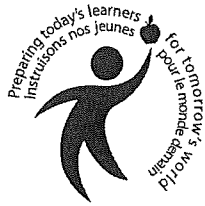
References

- Board Policy 5003: *Acceptable Use of Technology*
- Board Policy 9000: *Freedom of Information and Protection of Privacy – Management and Access to Information* and its attendant Administrative Procedure

Dates of Adoption/Amendments

Adopted: 1997.07.08

Amended: 2002.04.23: 2004.01.27: 2019.05.28



USE OF EDUCATIONAL PROPERTY FOR CHILD CARE

Context:

Consistent with *Ministerial Order M326* (August 31, 2020), and the provisions of *The Educational Statutes Act, 2020*, the Board of Education has identified the need for quality, affordable, childcare that is accessible, where possible, to school sites. This policy should be read in conjunction with Policy and Administrative Procedures 105 - *Use of School Facilities*.

Policy Statements:

1. The Board recognizes the need for quality, affordable and accessible before and after school childcare close to or on all school sites.
2. The Board promotes the provision of quality, affordable and accessible child care between the hours of 7 A.M. and 6 P.M. on business days by either the Board or third party licensees.
3. Use of Board property by licensed child care providers must not disrupt or otherwise interfere with the provision of educational activities including early learning programs and extracurricular school activities.

Guiding Principles:

The Board believes that:

1. The Board should regularly assess the community need for child care programs on their property through a process of engagement with all interested parties including board employee groups, DPAC and PACs, Indigenous community leaders, members of the early learning table (OBLT), Oceanside Early Learning Coalition and interested others.
2. All child care programs should be provided at a fee that reflects only the direct and indirect costs to the district.
3. Special consideration should be given to providers who provide quality, affordable care that is inclusive and fosters Indigenous reconciliation.
4. All programs should require the licensee to maintain appropriate standards of performance and must remain fully licensed at all times.
5. Where possible, preference for provision of childcare services should be given to not-for-profit providers.

Definitions:

1. In this policy, the terms "board property," "business day," "child care program," "educational activities," and "licensee" have meanings given to those terms in the School Act.
2. "Direct and Indirect Costs" include:
 - a. Utilities
 - b. Maintenance and repair
 - c. Allowance for custodial and other school district related expenses including any time spent by district employees relating to the use of facilities by licensed child care providers.

References:

- BCSTA (December 11, 2020) Child Care Policy Template and Backgrounder
- Education Statutes Amendment Act, 2020
- Ministerial Order M326 (August 31, 2020)
- Community Care Facilities Act

Dates of Adoption/Amendments:

Adopted:



BOARD POLICY 107 – ADMINISTRATIVE PROCEDURES

USE OF EDUCATIONAL PROPERTY FOR CHILD CARE

Purpose

These administrative procedures are intended to provide the procedural framework for Board Policy 109: *Use of Education Property for Child Care*. In School District 69 any child care services provided on school district property is most often provided by third party providers and community partners.

Procedures:

1. Senior staff will ensure that assessments of community needs for child care are done at least annually in relation to each elementary school in the district in collaboration with Board employee groups, DPAC and PACs, Indigenous community leaders, members of the early learning table (OBLT) Oceanside Early Learning Coalition and interested others.
2. Those periodic assessments will consider the current provision of child care services before and after school, whether by third-party child-care providers or by the district, relative to the need of the parents in that school community.
3. As possible, senior staff will consider within those assessments the capacity of the district to work with third-party providers for child care services to pre-school aged children, including full-day services where demand, facility and availability of operators allows.
4. If child care programs are to be provided on Board property, the Board of Education will consider, on an ongoing basis, whether those programs are best provided by licensees other than the Board, the Board, or a combination of both. Preference will be given to not-for-profit providers.
5. Child care programs, if operated by the Board, will be operated for a fee no greater than the direct costs the Board incurs in providing the child care program.
6. Fees for the use of Board property by licensees other than the Board will not exceed the direct and indirect costs the Board incurs in making Board property available for the child care program.
7. If child care programs are operated by a licensee other than the Board, the Board will require the licensee to agree to comply with this Policy.
8. In selecting licensees other than the Board to operate a child care program, the Board will give special consideration to the candidates' proposals to:
 - a. provide inclusive child care; and,
 - b. foster Indigenous reconciliation in child care.
9. If the Board decides to operate a child care program, the Board will ensure that it is operated in a manner that:
 - a. fosters Indigenous reconciliation in child care. In particular, the child care program will be operated consistently with the following principles of the British Columbia Declaration on the Rights of Indigenous Peoples Act:
 - i. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including in the area of education; and,
 - ii. "Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education"; and



BOARD POLICY 107 – ADMINISTRATIVE PROCEDURES

USE OF EDUCATIONAL PROPERTY FOR CHILD CARE

- b. is inclusive and consistent with the principles of non-discrimination set out in the British Columbia Human Rights Code.
10. Any contract with a licensee other than the Board, to provide a child care program on Board property must be in writing and subject to review no less than every five (5) years. The contract must contain:
- a. a description of the direct and indirect costs for which the licensee is responsible;
 - b. an agreement by the licensee to comply with this policy and all other applicable policies;
 - c. a provision describing how the agreement can be terminated by the Board or the licensee;
 - d. an allocation of responsibility to ensure adequate insurance is in place to protect the interests of the Board;
 - e. a statement that the agreement can only be amended in writing, signed by the Board and the licensee;
 - f. a requirement for the licensee to maintain appropriate standards of performance; and
 - g. a requirement that the licensee must at all times maintain the required license to operate a child care facility.
11. Prior to entering into or renewing a contract with a licensee other than the Board to provide a child care program on Board property, the Board will consider:
- a. whether it is preferable for the Board to become a licensee and operate a child care program directly;
 - b. the availability of school district staff to provide before and after school care;
 - c. whether, with respect to a licensee seeking renewal or extension of a contract, the licensee has performed its obligations under this Policy and its contract with the Board, with specific regard to performance in respect of providing an inclusive child care program and one that promotes Indigenous reconciliation in child care.

References:

- BCSTA (December 11, 2020) Child Care Policy Template and Backgrounder
- Education Statutes Amendment Act, 2020
- Ministerial Order M326 (August 31, 2020)
- **Community Care Facilities Act**

Dates of Adoption/Amendments:

Adopted:

Amended:



Context

The Board of Education understands that schools often require additional funds that are not provided by the Board or the Ministry of Education and, further, the Board recognizes the educational and humanitarian values of fundraising in and by schools and their Parent Advisory Councils (PACs).

Policy Statement

The Board of Education supports fundraising by the school or Parent Advisory Council when it is to provide a benefit to children or the community and the program or service is not affordable within regular school or district budgets.

Guiding Principles

The Board believes that:

1. Fundraising by the school or PAC should primarily occur when the funds are needed for the benefit of students and the funds are not available through district or school public funds.
2. The focus of fundraising, when it is necessary, should be the well-being of students and the school as a whole.
3. Fundraising, whether by the school or the PAC, may also be appropriate when it provides a service or a product in the community that the school might not otherwise be able to afford.

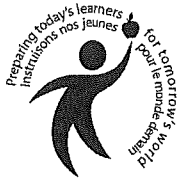
References

- Administrative Procedures to Board Policy 505: Fundraising in Schools
- Board Policy 108: School Generated Funds and its administrative procedures

Dates of Adoption/Amendments:

Adopted:

Amended:



Purpose

When a school-based fundraising initiative is proposed for a school or program, the principal or person responsible must ensure the following:

1. Any school club, group or organization, including Parent Advisory Councils (PACs), must request and receive permission from the principal to engage in a fund-raising activity.
2. All funds raised by school clubs, groups or organizations shall be administered according to district standard accounting practices and recorded in school accounts that are under the control of the principal.
3. All funds raised by Parent Advisory Councils for the school shall remain the responsibility of PACs until donated to the school, at which time the funds shall be recorded in school accounts that are under the control of the principal.
4. Schools should be sensitive to community reaction regarding fund-raising and thereby keep the number of activities to a minimum.
5. Principals will advise parents as to the purposes of all fund-raising activities sponsored by the schools and ensure that these funds are expended in accordance with the purposes stated.

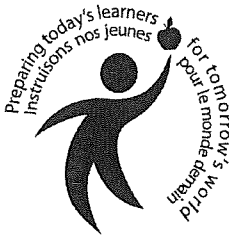
References

- Board Policy 505: Fundraising in Schools
- Board Policy 108: School Generated Funds and its administrative procedures

Dates of Adoption/Amendments

Adopted: 1980.03.19:

Amended: 1981.02.18: 1982.06.22: 1984.06.20: 1989.02.22: 1989.05.24 1991.09.10:
2000.11.28: 2005.02.22: **2017.01.24**



Context

The Board of Education understands that physical literacy is a developmental priority for all students, and that for many students one key aspect of that is athletics, including competitive sports. Where coaches are needed for athletics, whether those are school district employees or community volunteers, there is a clear expectation among students, families, community members and the school district that coaches are to respect the privileged relationship that develops between a coach and an athlete. It is well understood in all areas of society that the role of a coach must be of a high standard of morality, accountability and respect.

Policy

The Board, while grateful to all who volunteer, including staff and community volunteers, for the important work of coaching students in athletics, has a clear expectation that coaches will demonstrate genuine respect and high levels of morality in addition to providing the time and expertise that comes with coaching

Guidelines

The Board believes that:

1. Support for volunteer coaches is a critical element of ensuring optimal opportunities for growth and development of young people.
2. For many students, athletics can be the foundation for connection to school, and coaches play a central role in supporting positive athletic experiences for students.
3. The conduct of coaches is expected to be at the highest level, including through the example of pro-social positive social interactions and appropriate conduct in all aspects of the coach's life coaching.
4. As role models, coaches are expected to set a high moral ethical standard for student athletes.
5. Coaches are expected to abide by all expectations defined by BC school sporting bodies including BC School Sports.

References

- Administrative Procedures to Board Policy 506: Conduct of Coaches
- Board Policy 7000: Safe, Caring and Inclusive School Communities
- Board Policy 302: Communities' and Volunteers' Involvement in our School District

Dates of Adoption/Amendments:

Adopted: 2015.11.24

Amended:



Purpose:

The purpose of these administrative procedures is to provide clarity for coaches and school sponsors of team and individual athletics in regard to expected conduct of coaches.

It is expected that all school coaches, including employees and community volunteers members, will:

1. Shall recognize that school sport is an extension of the classroom **and the school**, and shall conduct themselves accordingly when performing coaching duties;
2. Shall observe the Competitive Rules and Regulations of BCSS, and those of their local athletic association and applicable Sport Commission;
3. Shall observe the rules of the sport, the spirit of the rules of the sport, and shall encourage **require** student-athletes to do the same;
4. Shall treat all participants fairly and equitably, by refraining from discriminating against any student-athlete with respect to race, colour, ancestry, place of origin, religion, family status, physical or mental disability, gender identification, sex or sexual orientation;
5. Shall respect the rulings of officials without gesture or argument, and shall require student-athletes to do the same;
6. Shall not use foul, profane, harassing or offensive language or gestures in the conduct of coaching duties;
7. Shall not use physical force of any kind in the conduct of coaching duties;
8. Shall not, under any circumstances, endorse, recommend, or suggest the use of performance-enhancing drugs or supplements by any student-athlete;
9. Shall abstain from the use of tobacco **or vape** products, **illicit narcotics** and alcohol ~~while in the presence of student-athletes~~ **during times that they are engaged with student athletes including when responsible for them away from the school**, and shall discourage their use by student-athletes.
10. **Ensure that all athletes and other students connected to the program (e.g. managers) abide by the school's code of conduct and the Board's Policy on Safe, Caring and Inclusive School Communities.**

References:

- Board Policy 506: Conduct of Coaches
- Board Policy 7000: Safe, Caring and Inclusive School Communities
- **Board Policy 302: Communities' and Volunteers' Involvement in our School District**

Dates of Adoption/Amendments:

Adopted: 2015.11.24

Amended:



Finance & Operations Committee of the Whole Report
Monday, April 19, 2021
VIA ZOOM
10:30 a.m.

Mandate: *To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.*

Acknowledgement of Traditional Territories

Presentation:

None

Project Updates:

a. Oceanside Community Track (at Ballenas) Project Update

Trustee Young provided an update of the ongoing work of the Committee, no recommendations but a report will be included in public agenda. There is a lot of optimism with the project due to the commitments from RDN and most recently by the City of Parksville. Website has more information and is found at oceansidecommunitytrack.ca.

b. Arrowview Elementary Child Care Space

General Manager Dempster shared that the construction is well underway with interior work continuing and the target completion of June in sight. He is planning a walk-through on the site subject to time and impact on the construction work. Manager Judy Malcolm shared that licensing continues to be pursued with Island Health; however, COVID is causing some delays.

Items for Discussion

No items

Information Items

a. 3rd Quarter Financial summary

Secretary Treasurer Amos provided an overview of the latest quarterly results, sharing that expenditures are well within budget. Highlighted were the rebound in ISP revenues due to a bump in 2nd semester enrolment, and supplies and services being slightly below budget producing an expected result of a year-end surplus. Also shared was a summary of the COVID-19 costs which include the Provincial and Federal Safe Return expenditures.

b. Proposed 2021/22 Budget considerations

Secretary Treasurer Amos provided an update of the work to date in developing the 21/22 Annual Budget. He outlined the approach going into the presentation for the public at the Special Board meeting on Tuesday (April 20th). A listing of considerations for budget additions will be reviewed with the Board in order to establish if and how much of surplus should be used to balance the budget.

c. Lead in Water Report

General Manager Dempster provided the latest results of the water testing done in March as required by the Ministry. Of the 82 tests, 70 came back within acceptable levels and 12 sources came back requiring a mitigating strategy be identified. For these, signage will be posted at the sites to run the water for 30 seconds to clear the lines of contaminants.

Automatic flushers is being looked into to support some of these sites, recognizing that the testing focusses on the source being for drinking purposed not necessarily for washing or watering. The report will be posted on the school district's website.

d. Green House Gas Emissions – District Study update

General Manager Dempster has been in contact with Prizm Engineering who are willing and able to conduct this study. A meeting will be set up in 1-2 weeks to review the scope of work and to provide a quote for the fees to be expected. Trustees Austin and Kurland (or Flynn) will work with senior management to review the expectations with the consultants prior to their engagement.

Recommendations to Board of Education

a. 2021/22 Annual Facilities Spending Plan

General Manager Dempster reviewed the projects as detailed in the spending plan, highlighting how the work is distributed to all the facilities. This document will be presented at the April public board meeting to be supported prior to submission to the Ministry of Education.

Information Items

No items

Future Topics

- Safe Routes to School
- Land and Facilities review

Next Meeting Date/Location:

- Monday, May 17, 2021 at 10:30, via Zoom

-



Ministry of Education - Capital Management Branch
Annual Facility Grant (AFG) - 2021/22 Expenditure Plan

Submission Date (YYYY/MM/DD): 2021-04-19

District: 69 Qualicum

Name	Email	Phone
Chris Dempster	cdempster@sd69.bc.ca	250-954-3030

FACILITY INFORMATION			PROJECT INFORMATION		ADDITIONAL INFORMATION	
Facility Name	Description of Work	Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments	
Springwood Elementary	LED lights in the gymnasium	\$ 3,000	Electrical System Upgrade	Yes	Life cycle replacement	
Springwood Elementary	Raised crosswalk for safety	\$ 5,500	Site Upgrade	No	Safety for students	
Springwood Elementary	Update classroom	\$ 20,000	Functional Improvement	No	Repurpose rooms	
Springwood Elementary	Upgrade breakers in panels	\$ 3,000	Electrical System Upgrade	Yes	Life cycle replacement	
Ballenas Secondary	North field upgrade drainage	\$ 70,000	Site Upgrade	No	Field drainage upgrade	
Ballenas Secondary	Metal shop shunt trip breaker	\$ 18,000	Electrical System Upgrade	Yes	Life cycle replacement	
Ballenas Secondary	Brown our transfer switch	\$ 50,000	Electrical System Upgrade	No	Safety of electrical feed	
Ballenas Secondary	Asbestos Removal	\$ 82,783	Asbestos Abatement	Yes	Life cycle replacement	
Ballenas Secondary	Faucet replacements	\$ 15,000	Mechanical System Upgrade	Yes	Life cycle replacement	
Ballenas Secondary	Auditorium Pnumatic panel replacement	\$ 25,000	Mechanical System Upgrade	Yes	Life cycle replacement	
Ballenas Secondary	Interior painting completeion	\$ 12,000	Functional Improvement	Yes	Life cycle replacement	
Ballenas Secondary	Shop area valve replacement HV5	\$ 3,000	Mechanical System Upgrade	Yes	Life cycle replacement	
Kwalikum Secondary	Forge area ventilaation	\$ 44,000	Mechanical System Upgrade	Yes	Upgrade for safety	
Kwalikum Secondary	Flooring in the library computer room	\$ 7,500	Facility Upgrade	Yes	Sound proofing and astetics	
Kwalikum Secondary	Flooring replacement partial hallway	\$ 45,000	Facility Upgrade	Yes	Life cycle replacement	
Kwalikum Secondary	Emergency lighting gymnasium	\$ 2,000	Electrical System Upgrade	Yes	Life cycle replacement	
Kwalikum Secondary	Duct cleaning South Building	\$ 30,000	Health and Safety Upgrade	No	Safety (HVAC)	
Kwalikum Secondary	Interior/exterior minor painting	\$ 8,000	Facility Upgrade	Yes	Unfinished work	
Kwalikum Secondary	Replacement LED/ ballasts in Gym	\$ 2,000	Electrical System Upgrade	Yes	Life cycle replacement	
Oceanside Elementary	Asphalt Repair around building	\$ 9,500	Site Upgrade	No	safety	
Oceanside Elementary	HVAC replacement for gym area	\$ 38,500	Mechanical System Upgrade	Yes	life cycle repair	
Oceanside Elementary	Install 3 main water shutoffs to site	\$ 15,000	Mechanical System Upgrade	Yes	life cycle repair	
Oceanside Elementary	Structural catwalk for HVAC upgrade	\$ 30,000	Health and Safety Upgrade	No	Safety	

FACILITY INFORMATION			PROJECT INFORMATION			ADDITIONAL INFORMATION		
Facility Name	Description of Work	Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments			
Errington Elementary	facia repair/replacement phase 2	\$ 10,610	Facility Upgrade	Yes	life cycle repair			
Errington Elementary	Upgrades to field	\$ 50,000	Site Upgrade	Yes	life cycle repair			
Errington Elementary	New well install	\$ 18,000	Site Upgrade	No	water for field			
Errington Elementary	Pump motor replacement	\$ 2,000	Health and Safety Upgrade	Yes	life cycle repair			
Bowser Elementary	Sewer line repair	\$ 15,000	Site Servicing	Yes	Life cycle replacement			
Bowser Elementary	Removal of old electrical equipment	\$ 2,000	Functional Improvement	No	not needed			
Pass/Woodwinds	Outside painting of school	\$ 20,000	Facility Upgrade	Yes	life cycle update			
Pass/Woodwinds	Gym flooring replacement	\$ 37,898	Functional Improvement	Yes	life cycle repair			
Pass/Woodwinds	Structure for storage	\$ 60,000	Functional Improvement	No	School need for programs			
Pass/Woodwinds	Install average temp. sensor	\$ 1,319	Mechanical System Upgrade	Yes	Sensor upgrade			
Pass/Woodwinds	Re & Re ground material for structure	\$ 20,000	Site Upgrade	No	Geotechnical showed soil issues			
False Bay	Painting classrooms x 2	\$ 4,000	Facility Upgrade	Yes	life cycle update			
False Bay	Upgrade RO filter system	\$ 8,000	Health and Safety Upgrade	Yes	safety replacement			
Nanoose Bay	Re & Re tile in some bathrooms	\$ 10,000	Functional Improvement	Yes	life cycle repair			
Nanoose Bay	Accessible walkway to new playground	\$ 8,000	Site Upgrade	No	upgrade for new playground			
Qualicum elementary	surge protector replacement	\$ 5,192	Electrical System Upgrade	Yes	Safety			
Qualicum elementary	Water on demand upgrade	\$ 20,000	Mechanical System Upgrade	Yes	life cycle repair			
Qualicum elementary	Main disconnect repair on HVAC unit	\$ 4,000	Mechanical System Upgrade	Yes	Safety			
Qualicum elementary	Lighting controller for gym	\$ 2,500	Electrical System Upgrade	Yes	life cycle repair			
Arrowview Elementary	Facia repair/replacement phase 2	\$ 10,610	Functional Improvement	Yes	life cycle repair			
Arrowview Elementary	Parking lot lighting upgrade	\$ 10,000	Electrical System Upgrade	Yes	life cycle repair			
Nanoose Bay	Renovations to MPR room	\$ 4,000	Functional Improvement	Yes	reno for better workability			
Craig Street Commons	Second stage of disconnect replacement	\$ 30,000	Electrical System Upgrade	Yes	not able to finish last year			
Craig Street Commons	Security alarm upgrade	\$ 13,000	Electrical System Upgrade	Yes	Life cycle replacement			
Qualicum Commons	Exterior painting	\$ 20,000	Facility Upgrade	Yes	Life cycle upgrade			
All sites	Arc flash assessments electrical rooms	\$ 5,500	Health and Safety Upgrade	No	Safety			
All sites	Partial exterior camera upgrades to 5 sites	\$ 29,682	Functional Improvement	Yes	Security upgrade			
All sites	Emergency lighting Pack parts	\$ 2,847	Electrical System Upgrade	Yes	life cycle upgrade			

February 7, 2021

REPORT TO: K. KEHLER, CHIEF ADMINISTRATIVE OFFICER

FROM: J. DOXEY, ACTING DIRECTOR OF ENGINEERING

SUBJECT: INTERSECTION REVIEW OF DESPARD AVENUE WEST AT MOILLIET STREET SOUTH

PURPOSE: *To provide Council a report on the Safety Review of the existing marked crosswalk on Despard Avenue West at Moilliet Street South and to obtain direction from Council on infrastructure upgrades in this location.*

EXECUTIVE SUMMARY:

This report provides options for Council’s consideration, based on the results of a Safety Review for the crosswalk at Despard Avenue West and Moilliet Street South, conducted by City staff and an external traffic expert and concluded on February 7, 2021. This report summarizes the overall benefit and costs associated with undertaking the described options. While the Safety Review found there to be no technical problems at the intersection, staff are recommending infrastructure upgrades to improve the overall safety of motorists and pedestrians.

Staff are seeking Council’s direction and resolution to amend the budget as necessary in support of their preferred option.

RECOMMENDATION:

1. THAT the report from the Acting Director of Engineering dated February 7, 2021, entitled, "Intersection Review of Despard Avenue West at Moilliet Street South" be received.
2. THAT staff be directed to undertake the improvements described as Option 4 by using the 2021 General Fund, Engineering Operations Safe Routes to School budget and by increasing this budget by \$77,500.

BACKGROUND:

Following two individual emails in September 2020 raising concerns over student pedestrian safety, an internal Safety Review was initiated due to the nature of the complaints and proximity to both development construction and Springwood Elementary School. The Safety Review was almost complete when an accident between a passenger vehicle and a student pedestrian occurred on November 13, 2020. Several individuals were on-site at the time of the incident; however, no one saw the accident directly and witness accounts varied. Staff requested further accident details from the RCMP upon completion of the police accident report. The RCMP report indicated driver inattention as the cause, which provided clarification for the safety review but conflicted with information being emailed and posted on social media channels. To ensure the Safety Review would not miss critical conflicts or hazards, an external consulting professional engineer with an expertise in traffic was contracted to assist with

completing the review and preparing recommendations. There is currently \$25,000 budgeted in the General Fund, Engineering Operations Safe Routes to School which could be used to fund improvements. Depending upon the upgrades approved by Council, this budget may require amendment.

OPTIONS:

The traffic Safety Review resulted in a series of options being identified, each with different levels of cost and infrastructure improvements.

1. Council may direct staff to undertake the improvements described as Option 1 using the 2021 General Fund, Engineering Operations Safe Routes to School budget.
2. Council may direct staff to undertake the improvements described as Option 2 using the 2021 General Fund, Engineering Operations Safe Routes to School budget and by increasing this budget by \$5,000 to accommodate the improvements.
3. Council may direct staff to undertake the improvements described as Option 3 using the 2021 General Fund, Engineering Operations Safe Routes to School budget and by increasing this budget by \$27,500.
4. Council may direct staff to undertake the improvements described as Option 4 using the 2021 General Fund, Engineering Operations Safe Routes to School budget and by increasing this budget by \$77,500.
5. Provide staff with alternate direction.

ANALYSIS:

While the Safety Review found no clearly defined problems at the intersection, recommended options were developed to help improve the intersection operation to suit local conditions and users and address public concerns about safety.

Staff consulted an external expert in traffic safety, Mr. Cheng. P.Eng. Site inspections were done on October 29, 2020, November 20, 2020, December 10, 2020, and January 13, 2021. Traffic counts were done, and traffic patterns noted. Staff and Mr. Cheng reviewed the Traffic Association of Canada standards and the Traffic Impact Assessment completed in 2018 for the intersection and determined, that while no technical traffic problems exist per the standards, there is sufficient public concern to undertake some upgrades in the area.

1. This option entails minimum changes and primarily involves reinforcing lane markings to encourage single lane traffic, discouraging passing and stopping in the vicinity of the intersection. This option is estimated to cost under \$10,000. This involves replacement of existing single solid centre lines with double solid lines for approximately 95 metres of centreline to help encourage and maintain single lane traffic progression and discourage passing of slowing and turning vehicles.

2. Option 2 uses the 2021 General Fund, Engineering Operations Safe Routes to School budget and requires approval to increase this budget by \$5,000 to accommodate the improvements. This option is assumed to include the improvements from Option 1, but also adds a realigned zebra style crosswalk and sidewalk letdowns. This option would add the benefit of reducing the crossing distance, improve visibility of pedestrians waiting to cross, and reduce conflicts between pedestrians staging to cross and the bike lane.
3. Option 3 uses the 2021 General Fund, Engineering Operations Safe Routes to School budget and requires Council approval to increase this budget by \$27,500. This option includes the changes outlined in Options 1 and 2. As well as improving the visibility of pedestrians, length of crossing, and reducing bike/ pedestrian conflict, this option adds the additional visibility of pedestrian activated flashing beacons.
4. Option 4 uses the 2021 General Fund, Engineering Operations, Safe Routes to School budget and requires Council approval to increase this budget by \$77,500. This is one option that could be implemented independently of the other options; however, for the purpose of this report is still assumed to be carried out after implementation of the other options. This option would improve motorist's recognition that the north leg of the intersection is designed and intended to function more as a private access to the Trillium Lodge and secondarily to the Oceanside Health Care Centre. Implementation of this option would not likely be perceived to improve student pedestrian safety; however, it would help motorists more readily identify the Trillium Lodge entrance and the stop controls in place. This option could be further refined for estimation and implemented later pending funding capacity. When combined with the other options, Option 4 provides highest level of safety improvements at the intersection for both motorists and pedestrians.

City staff initiated a Safe Route to School program over ten years ago. The intent of the program is to identify safe walking and pick up/ drop off points at schools. In 2018, the City undertook upgrades of the parking area below the Springwood Fields to facilitate a safe, separated one way drop off and pick up location for students. During the Safety Review, it was identified there is no clear messaging from the school district about the use of this parking lot or about safe crossing locations near the school. The Safe Routes program envisioned maps and messaging from schools on the website and through the Parent Advisory Committees to promote use of these safer options when accessing the school site. Such a program would allow for improved coordination between adjacent land use traffic, including both temporary development and construction traffic, as well as offering improved support for siting future infrastructure to support safe transportation passage. It would also provide an ongoing platform for student and parent information and education. This is already an important community project to the department and does not require an additional recommendation.

City staff and school district representatives met on January 27, 2021, and have agreed to the following operational tasks to alleviate public concerns and improve safety in the area:

- Engineering to follow up with Springwood Elementary School Principal and engage the Parent Advisory Council (PAC) to discuss "Safe Routes to School" and get support from the parents to choose

the safest options to access the school. This will likely use the school’s website for an education campaign. Principal has been engaged with, and next steps are engaging with the PAC.

- › Chief Administrative Officer to discuss traffic enforcement with the RCMP at peak pick-up and drop-off times to ensure the 30 kph speeds are being followed; bylaw officer support can be provided for illegal parking and to add a visible enforcement presence.
- › Engineering to arrange for the speed reader board or signs in proximity to the school zone to alert and remind drivers about the speed limits.
- › Engineering to bring this report and recommended for infrastructure changes identified within the Safety Review to Council.
- › School District No. 69 is asking the City to cost share for the crossing guards. Costs have been projected to cost approximately \$16,000 to the end of the June 2021.

FINANCIAL IMPACT:

Option pricing and funding are illustrated in the table below.

	Option 1	Option 2	Option 3	Option 4
Option Total Cost	<\$10,000	\$30,000	\$52,500	\$102,500
Existing Safe Routes to School Budget	\$25,000	\$25,000	\$25,000	\$25,000
Required Budget Increase	0	\$5,000	\$27,500	\$77,500

STRATEGIC PLAN IMPLICATIONS:

Community Safety - All the options support improved levels of community safety.

Economic Development - No perceived impact at this time.

Healthcare - No perceived impact at this time.

Housing - No perceived impact at this time.

Recreation - The implementation of any of the options presented in this report would improve pedestrian and motorist safety along a network route between the school, recreation areas, and other areas of the City.

Respectfully submitted,

Original signed by J. Doxey

JOE DOXEY, ASCT
A/ Director of Engineering

OTHER DEPARTMENT COMMENTS:

Original signed by L. Butterworth

L. BUTTERWORTH, CPA, CGA
Director of Finance

Original signed by B. Woods

B. WOODS
Director of Operations

Original signed by D. Tardiff

D. TARDIFF
Manager of Communications

CHIEF ADMINISTRATIVE OFFICER ENDORSEMENT:

Original signed by K. Kehler

K. KEHLER, MPA
Chief Administrative Officer



**Mount Arrowsmith
Teachers' Association**

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Eve Flynn
Board of Education Trustees, Chair
School District 69 (Qualicum)
(via email)

Dear Ms. Flynn,

April 21, 2021

The Mount Arrowsmith Teachers' Association has released a joint Press Release with the Nanaimo District Teachers' Association.

We request that the attached press release be included in the board agenda package under Board Correspondence during the next School District 69 (Qualicum) Board Meeting on April 27, 2021.

Respectfully,

D. Comer

Debbie Comer,
Mount Arrowsmith Teachers' Association, President

cc: J. Stewart MATA, 1st VP
D. Wood NDTA, President



**Mount Arrowsmith
Teachers' Association**



April 20, 2021

We are calling on Vancouver Island Health Authority to implement more aggressive measures to combat the spread of COVID-19 on Vancouver Island, particularly with the increasing prevalence of variants of concern. It is alarming that BC is now identified by epidemiologists around the world as a "hot spot" for the P1 variant. Let us learn from the Lower Mainland and take a proactive approach on Vancouver Island.

1. Change to pandemic stage for safety

We are asking, at this time, for a stage change in schools to at least Stage 3, to allow for blended in-person and online learning. It is critical that we support our students and their families with increased health and safety measures to keep them safe.

Timing is of the essence for this action, as secondary schools will change learning groups in a few days and thousands of students will be switching learning groups. This poses a substantial increased risk for transmission in schools. The quarter turn around is an opportune moment to implement a phase change to keep our students, their families and staff safe.

2. Masks in K-3

We ask that mask use be extended to include students in Kindergarten to Grade 3. Increased layers of protection must be made available to everyone, even our youngest students. Primary teachers' school days include close contact with their young students who may not understand the reasons for limiting physical contact. In other community interactions, children as young as two must wear a mask; therefore, it should not be a problem for five- to eight-year-olds to do the same while attending school.

3. Update on teacher vaccination progress

We also request information on the status of teacher vaccinations as essential workers. Essential workers across the province need to be protected as we enter the third wave of the pandemic. In the wake of recent exposures at many Vancouver Island schools, teachers must receive the vaccine as soon as possible.

All along, health officials have assured British Columbians that they will adapt as they learn more about the pandemic and identify problem areas. With the spreading of much more contagious variants, it is time to adapt and take more aggressive measures to fight COVID-19 in our schools.

Debbie Comer,
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Denise Wood,
President, Nanaimo District Teachers' Association,
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