



**REGULAR BOARD MEETING MINUTES**

TUESDAY, FEBRUARY 22, 2022  
6:00 PM  
VIA ZOOM

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**ATTENDEES**

**Trustees**

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

**Administration**

Peter Jory	Superintendent of Schools
Gillian Wilson	Associate Superintendent of Schools
Ron Amos	Secretary Treasurer
Rudy Terpstra	Director of Instruction
Chris Dempster	General Manager of Operations
Autumn Taylor	Principal, PASS/Woodwinds Qualicum District Principals & Vice Principals Association (QDPVPA)

**Education Partners**

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

**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 on the lands of the Coast Salish people and thanked the Snaw-Naw-As and Qualicum First Nations for allowing the board to live, work and play in this beautiful place.

She then noted that National Pink Shirt Day will be observed across the district on February 23<sup>rd</sup> to raise awareness of bullying in schools, workplaces, homes and online.

**3. ADOPTION OF THE AGENDA**

Referring of a Policy to the Education of the Whole Committee was added under Trustee Items

**22-15R**

*Moved:* Trustee Godfrey      *Seconded:* Trustee Austin

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

**CARRIED UNANIMOUSLY**

**4. APPROVAL OF THE CONSENT AGENDA**

Item e: *Receipt of Action Items* was removed from the consent agenda and moved to Trustee Items for Discussion

- a. Approval of Regular Board Meeting Minutes – January 25, 2022
- b. Ratification of In Camera Board Meeting Minutes: January 25, 2022
- c. Receipt of Ministry News Releases
  - Joint Statement on Black Excellence Day
  - Just B4 early learning school-based program expands
- d. Receipt of Reports from Trustee Representatives
  - OBLT Early Years Table – Trustee Young
  - Oceanside Health & Wellness Network – Trustee Young
  - Climate Action Task Force – Trustee Austin

**22-16R**

*Moved:* Trustee Godfrey *Seconded:* Trustee Young

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of February 22, 2022, as amended.

CARRIED UNANIMOUSLY

**5. DELEGATIONS/PRESENTATIONS****6. BUSINESS ARISING FROM THE MINUTES****7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)**

Matt Woods, President, commented on the following:

- Appreciation for the sharing of absence updates by the Superintendent over the past few weeks.
- Thanks to the In-District Professional Development Committee Chairs and their members for organizing the February 18<sup>th</sup> Professional Development Day, which was a fully virtual event that focused on the social-emotional learner. The sessions included a keynote by Miles Himmelreich, who shared stories of living with FASD and a video featuring Dr. Gabor Maté titled: The Wisdom of Trauma.
- Key concerns for MATA members regarding Seamless Day Kindergarten were the impact it may have on building capacity, space, resources as well as whether or not it will be fully funded so that extra costs are not being downloaded onto local school boards. He requested that the Board consider all aspects of early learning opportunities and ensure that local boards receive necessary funding for complete operation.
- Acknowledgement of MATA member, Monica Bradbury, for her advocacy toward combating climate change by putting into action food security initiatives at Ballenas Secondary school that promote healthy living and food security by food rescue. Should the Board pass the recommendations under Endorsement of Universal School Food Program, it will assist Ms. Bradbury with her goal to put into action food security initiatives across the district.

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

Ewen Rycroft, President, thanked the professional development committees for their work in organizing sessions for the professional development day held on Friday, February 18<sup>th</sup> which also provided opportunities for CUPE staff to attend alongside MATA staff.

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

Karri Kitazaki, Vice President, commented on the following:

- Thanks to the Board for hosting a second Long Range Facilities Planning Town Hall on February 10<sup>th</sup>.
- 100 participants joined the Virtual Childhood Anxiety Session held on February 1<sup>st</sup>. DPAC is grateful to the District and the Eric Palmer Memorial Foundation for arranging the session.
- DPAC Executives and Trustee Young attended the Accessible Bike information session held at Springwood Elementary School the week prior. DPAC has begun working on securing funds and grants to purchase additional Huko Arthros bikes for the schools' and community use as they offer an opportunity for neuro diverse children to find a way to connect and feel included in their community.

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

None

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

Superintendent Jory reported on the following:

- Although last month the district was planning for possible closures and ways to prevent possible closure, schools have been able to stay open and maintain business as somewhat usual. Student attendance was down through January and February with parents and guardians keeping students at home when symptomatic. Staff absences were sometimes up into the 50-60 FTE range for all employee groups but never higher. While some schools and departments did struggle with absences, there were enough replacements and the district never had to redeploy staff across sites in order to continue to do business. As of the meeting date, daily absences were reduced to 30-40 FTE which mirrored the provincial COVID data trend and sat inside the provincial averages by percentage.
- Last month there were some comments shared about the lack of mask wearing in our schools, which prompted the Superintendent to visit schools and came to the conclusion that district staff and students should actually be commended for their adherence to the protocols. What he saw in his unscheduled drop-ins were multiple schools in the 98-99 percent range for mask participation, and the others typically being above 90 percent.
- Although no news has yet been received, it is hoped that districts will soon hear of a potential relaxing of COVID guidelines, including the possible draw-down of student mask wearing. In the interim, the district will continue to operate under the guidelines of the provincial health authority and ministry of education until notice is received to the contrary. Any new information would then be shared with district families and employees.
- Appreciation to all district staff for their hard work this February in providing a safe, positive, thoughtful, and educationally rich experience in our schools

**b. Facilities Review - Response to Capacity Issues**

Superintendent Jory reviewed the information contained in his briefing note as provided in the agenda package as well as a DRAFT of the PowerPoint presentation he will share at a future Special Board Meeting regarding catchment area planning.

He then presented the Board with two recommendations on how to move forward in two phases in order to prioritize access. Phase 1 would deal with 2 issues (enrolment pressures at Springwood Elementary School and Transportation challenges to Errington) and then Phase 2 could be considered at a later date once the board had the time to assess the response to, and effectiveness of, Phase 1.

Trustees then discussed the information and considered a suggestion to allow another week or so before a special board meeting is called in order to ensure the information regarding the catchment changes is communicated to staff and parents and obtain additional feedback. While it was noted in the administrative procedures to Board Policy 704 that "*changes in catchment areas, if required, shall be determined and approved by the Board not later than March 1, to be implemented in September*", the Board could advise staff that it wished to ignore that timeline. However, there would be a challenge since that administrative procedure is there predominantly so if there is a change, there are a few months of notice. It also connects to the staffing and cross boundary processes.

The Superintendent noted that those who would be directly impacted by the changes to the Springwood and Oceanside Elementary catchment areas would be the inbound cohort of Kindergarten students, of which there are currently 7, should they all wish to attend a school other than Oceanside Elementary.

The other group that might be impacted would be those who are courtesy riders to Springwood Elementary, of which there are fewer than 10. The idea would be to make any changes on a predominantly 'go forward' basis. There were some questions regarding siblings of students currently approved as cross boundary and, with the catchment adjustments there may still be an opportunity to approve those requests to some extent. People may have another two to three weeks to mull over the information; however, at the end of the day, if they are impacted by the changes, they will either be ok with it or not.

The question arose as to how the changes might impact enrolment at Ballenas and Kwalikum Secondary Schools. If necessary, Phase 2 would need some slight adjustments in the Ballenas/Kwalikum Secondary boundary line; however, that was currently not as emergent of an issue. It was hoped that the initial change in Phase 1 would give the Board an idea of how far it would need to go in making catchment adjustments and whether there are other options that could be provided if necessary. This is just one part of a longer process for the review of facilities.

**22-17R**

*Moved:* Trustee Godfrey *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve catchment changes as the preferred solution to enrolment pressures in Springwood Elementary School; and,

**THAT** the Board of Education of School District 69 (Qualicum) hold a special meeting on or prior to March 1<sup>st</sup>, 2022, to consider the catchment boundary changes as proposed in the Appendix 1 Slide Show on a predominantly “go-forward” basis.

CARRIED

Trustee Austin voted against the motion

**c. Educational Programs Update**

Associate Superintendent Wilson, commented on the following district initiatives and events:

- School Reviews are scheduled this month and next with the Associate Superintendent and District Principal of Learning Services visiting schools to talk about the needs of individual cohorts of learners as well as individual learners' needs. The topic of Anxiety is coming up in terms of a barrier for learning for students and something counsellors and school staff are working on. There are also wonders about speech acquisition and whether it is just at the primary or Kindergarten level after 2 years of almost constant mask wearing when in the company of others outside of the family members.
- Social emotional learning has been a huge question, back to learning agenda
- Kindergarten registration is underway and all families with Kindergarten students were encouraged to register online. Having solid numbers to work with is helpful with the organization of classes and staffing.
- Kindergarten registration has declined slightly as has French Immersion Kindergarten registration.
- Youth Development Index and the Early Development Index process is underway this month to know where the district learners are.
- During the professional development learning, many participants listened to Miles Himmelreich and the powerful story he shared to understand his brain aligned nicely with work about trauma-informed practice. Thank you to the MATA members for organizing meaningful and engaging session and to CUPE members who worked alongside MATA this year.

Director of Instruction Terpstra, commented on the following district initiatives and events:

- The 3rd of five First Steps in Math K-7 Numeracy Series sessions was held on the morning of February 22 with 20 teachers from all schools participating. The final two sessions are scheduled for March 1 and 11.
- He had the opportunity to work with school staff on the outlines for district programs of choice and specialty academies as were being presented for approval later in the meeting.
- The SOBI school lead meeting was held last week. There are Gender & Sexual Alliances (GSA) or inclusive club initiatives in most if not all schools.
- A SOGI lead training session is being planned for April 2022.

- The Education Technology Committee Meeting is scheduled for February 28<sup>th</sup> to review the information obtained from a survey completed by teachers, which will drive the technology update.
- Assessment Evaluation and Communicating Student Learning Committee is also meeting to look at the Reporting Order and some of the places the district is moving forward in the area of assessment and communicating how learners are doing to parents and community.
- The Dinner series that was scheduled in January was postponed until April 11<sup>th</sup> with another 80 teachers at TNM for an evening of learning.
- The French Immersion program at Oceanside Elementary School is holding a Winter Carnival this week as part of cultural days with events planned for February 24 and 25.
- Appreciation for the day of learning presented by MATA was fabulous, especially the keynote by Miles Himmelreich.

Trustee Young inquired whether French Immersion enrolment was down throughout the province. The Director of Instruction stated that he had not heard information to that affect; the numbers are solid this year, however, he had heard that in past years there was a waitlist with people lining up to register. While there was a waitlist last year, all requests were accommodated and this year there is still room. Associate Superintendent Wilson added that the ratio of French Immersion students for the cohort of Kindergarten is not disproportionate. It is a smaller cohort this year.

**d. 2022-2023 School Calendars**

Associate Superintendent Wilson referred to the DRAFT Local and False Bay School Calendars for 2022-2023 provided in the agenda package showing the January 30, 2023 date for the District Wide Planning Day and the False Bay School schedule of altered Fridays. The professional development days were being confirmed with MATA although at this point they have not changed from last year. Currently it is not known at this point whether or not September 30<sup>th</sup> will be an instructional or non-instructional day. The draft calendars will be circulated for consultation prior to approval by the Board in April.

**13. EDUCATION COMMITTEE OF THE WHOLE REPORT**

Chair Flynn reported that there were two presentations at the ECOW meeting. The first was an update from the District Principal of the Indigenous Education Program and the second was from the Qualicum Beach Elementary School's Music teachers. The Director of Instruction then reviewed some programs of choice and specialty academies coming forward for formal board approval after which Trustees Austin and Kurland spoke on behalf of the Climate Action Task Force to a motion being brought forward to endorse a universal school food program.

Trustee Austin added that, should the Board pass the recommendation, it would be a declaration by the school district and by doing so it had to be meaningful in its support of these food programs, including garden programs at schools. There are some challenges happening with some of those in terms of water access and maintaining them during the summer months.

**a. Endorsement of Universal School Food Program**

**22-18R**

*Moved:* Trustee Young *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) endorse the efforts of the Coalition for Healthy School Food to advocate for a universal, cost-shared healthy school food program. This support is based on a shared belief that all children and youth in BC should have daily access to healthy food at school; and, **THAT** the Board of Education of School District 69 (Qualicum) call on the federal government to begin to implement a universal, cost-shared, healthy school food program for all K-12 students in the country and to sign onto the global School Meals Coalition Declaration, as per the [Coalition's 2022 Pre-Budget Consultation Submission](#); and,

**THAT** the Board of Education of School District 69 (Qualicum) call on the provincial government to invest in a universal, cost-shared, healthy school food program for all K-12 students in the province, as per the [BC-CHSF's 2022 Pre-Budget Consultation Submission](#).

CARRIED UNANIMOUSLY

Trustee Young suggested that item 8 of the Education Minister's mandate letter be quoted in the letters to government.

**b. Programs of Choice and Specialty Academies**

Superintendent Jory advised that the synopses being presented meet the standards of the new curriculum and outline the costs associated with attending a program of choice or specialty academy.

Further to a request from Trustee Austin a reference will be included in the synopses, as well as in the new policy related to programs of choice and specialty academies, to ensure that families understand that finances will not be a barrier to a student taking any of these programs.

The Director of Instruction then provided a brief overview of each of the four programs as well as what types of certification/credits that students can obtain. Trustees and Senior staff also clarified the difference between a Board/Authority Authorized Course and a Program of Choice/Specialty Academy.

**22-19R**

*Moved:* Trustee Flynn *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve the District Hockey Specialty Academy.

CARRIED UNANIMOUSLY

**22-20R**

*Moved:* Trustee Flynn *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve the Rivers, Oceans and Mountain School (ROAMS) Outdoor Education Specialty Academy.

CARRIED UNANIMOUSLY

**22-21R**

*Moved:* Trustee Flynn *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) approve the Global Rivers, Oceans and Mountain School (ROAMS) Specialty Academy.

CARRIED UNANIMOUSLY

**22-22R**

*Moved:* Trustee Flynn      *Seconded:* Trustee Young  
**THAT** the Board of Education of School District 69 (Qualicum) approve the Ballenas Outdoor 9 Specialty Academy.  
CARRIED UNANIMOUSLY

**14. POLICY COMMITTEE OF THE WHOLE REPORT****a. Board Policy 507: Programs of Choice and Academies (NEW)****22-23R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey  
**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 507: *Programs of Choice and Academies* and its attendant Administrative Procedures at its Regular Board Meeting of February 22, 2022.  
CARRIED UNANIMOUSLY

**b. Board Policy 708: Emergency Preparedness and Closures**

*(previously numbered 7155)*

**22-24R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey  
**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 708: *Emergency Preparedness and Closures* at its Regular Board Meeting of February 22, 2022.  
CARRIED UNANIMOUSLY

**c. Board Policy 801: Health and Safety of Employees in the Workplace**

*(previously numbered 8004)*

**22-25R**

*Moved:* Trustee Young      *Seconded:* Trustee Austin  
**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 801: *Health and Safety of Employees in the Workplace* at its Regular Board Meeting of February 22, 2022.  
CARRIED UNANIMOUSLY

**d. Board Policy 705: Corporate/Community Sponsorships, Partnerships and Advertising in Schools**

*(previously numbered 7059)*

**22-26R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey  
**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 705: *Corporate/Community Sponsorships, Partnerships and Advertising in Schools* at its Regular Board Meeting of February 22, 2022.  
CARRIED UNANIMOUSLY



**e. Board Policy 706: Reporting of Suspected Child Abuse and Neglect**

*(previously numbered 7140)*

**22-27R**

*Moved:* Trustee Young      *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to adopt Board Policy 706: *Reporting of Suspected Child Abuse and Neglect* at its Regular Board Meeting of February 22, 2022.

CARRIED UNANIMOUSLY

**f. Board Policy 603: Employee Attendance Support**

**22-28R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 603: *Employee Attendance Support* and its attendant Administrative Procedures at its Regular Board Meeting of February 22, 2022.

CARRIED UNANIMOUSLY

**g. Board Policy 704: Student Catchment Areas/Cross Boundary Transfer/District Bus Transportation**

*(previously 7015 – Student Catchment Areas/Cross Boundary Transfers and 7054-Transportation of Students by District School Bus Service)*

**22-29R**

*Moved:* Trustee Young      *Seconded:* Trustee Godfrey

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt Board Policy 704: *Student Catchment Areas/Cross Boundary Transfer/District Bus Transportation* and its attendant Administrative Procedures at its Regular Board Meeting of February 22, 2022.

CARRIED UNANIMOUSLY

**15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT**

Chair Flynn referred to the report provided in the agenda package.

**a. Zero Carbon School Proposal**

**22-30R**

*Moved:* Trustee Austin      *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) begin the process of creating a “zero carbon” educational site in School District 69. The process would include, but not be limited to:

- Analysis of Prism data and recommendations
- Identification of a site for this pilot project, possibly new construction, renovation or retrofits to existing buildings.
- Costing and potential funding and financing options.
- Educational opportunities for students, staff and the community

Though one site may be identified as a zero carbon project, retrofits and renovations going forward at all sites would work towards being zero carbon ready. The long term goal is the creation of all learning sites to be zero carbon.

CARRIED UNANIMOUSLY

**b. Funding Letter to Provincial and Federal Bodies re: Climate Action**

**22-31R**

*Moved:* Trustee Austin      *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) write letters to provincial and federal bodies reminding them of their commitments to climate action and requesting that resources be made available to help move all school districts in BC to zero carbon facilities. Though targets at both levels of government are to be in place by 2050, the letter would request an expedited process and a target of much sooner than 2050. The federal-provincial Pan Canadian Framework on Clean Growth Climate Change (PCF) calls for all new buildings to be Net-Zero Energy Ready (NZEr) by 2030. This concept could be expanded to include all buildings.

CARRIED UNANIMOUSLY

**16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS**

None

**17. TRUSTEE ITEMS**

**a. Referring of Policy Discussion to Education Committee of the Whole**

Trustee Austin advised that she would be asking the Education Committee of the Whole to discuss the draft policy 705: Corporate Community Sponsorships and Advertising in Schools.

**b. Status of Action Items**

**i. Community School Working Group**

Trustee Austin inquired as to the status of the Community School Working Group as that ties into the facilities discussion.

Superintendent Jory advised that he had heard back from stakeholders but discussion had stalled due to the nature of the facilities conversation and then the carbon neutral/carbon zero concept being explored. He inquired whether the Board still wished to move forward with the working group if the emphasis is not on carbon neutrality or whether it wished to wait for a few months to determine how the conversation goes with facilities review.

The Board stated there was value in including the topic of community schools within the context of the facilities discussion. The Superintendent will arrange for a meeting of the Community Schools Working Group.

**ii. Use of Common Space at the Parksville Civic & Technology Centre to display Student Artwork**

Secretary Treasurer Amos reported that the latest joint use agreement for the PCTC allows for the mechanism to include student artwork in the lobby area. As COVID restrictions ease, the committee can meet to review what is placed on the walls and invite students to submit artwork for consideration.

**iii. Climate Action Symposium**

Trustee Austin noted that a motion had been passed to support a student lead symposium which did not go ahead due to the pandemic. The Climate Action Task Force may decide to move forward with it once the pandemic eases enough. The item will remain on the document for the time being.

**18. NEW OR UNFINISHED BUSINESS**

None

**19. BOARD CORRESPONDENCE AND MEDIA**

None

**20. PUBLIC QUESTION PERIOD**

Trustees and Senior Staff responded to comments/questions on the following topic:

- Facilities Review – a request was made to provide more clarification to the school community as to what the facilities review entails and to advertise the related meetings more widely. i.e. websites, school newsletters, trustees making contact with Parent Advisory Councils at their liaison schools.

**21. ADJOURNMENT**

Trustee Godfrey moved to adjourn the meeting at 8:00 p.m.

*Original Signed Copy on File*

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CHAIRPERSON

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SECRETARY TREASURER