



REGULAR BOARD MEETING MINUTES

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

ATTENDEES

Trustees

Eve Flynn	Chairperson
Elaine Young	Vice Chairperson
Julie Austin	Trustee
Carol Kellogg	Trustee
Barry Kurland	Trustee

Administration

Peter Jory	Superintendent of Schools
Ron Amos	Secretary Treasurer
Rudy Terpstra	Director of Instruction
Phil Munro	Director of Operations
Trish Cathrine	Principal, Ballenas Secondary Qualicum District Principals/Vice Principals' Association

Education Partners

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 traditional territory of the Coast Salish people and thanked the Snaw'naw'as and Qualicum First Nations for allowing the board to live, work and play on their shared territories.

3. ADOPTION OF THE AGENDA

22-130R

Moved: Trustee Austin *Seconded:* Trustee Kellogg

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

CARRIED UNANIMOUSLY

4. APPROVAL OF THE CONSENT AGENDA

Chair Flynn requested that the consent agenda item: *Status of Action Items* be moved to Trustee Items.

- a. Approval of Regular Board Meeting Minutes: October 25, 2022
- b. Ratification of In Camera Board Meeting Minutes: October 25, 2022
- c. Receipt of Ministry News Releases
 - Hundreds more families in BC benefit from \$10-day child care
- d. Receipt of Reports from Trustee Representatives
 - OBLT Early Years Table – Trustee Young

22-131R

Moved: Trustee Kellogg *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 November 22, 2022, as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

6. BUSINESS ARISING FROM THE MINUTES

a. Creation of Code of Conduct Working Group

Superintendent Jory reviewed the Code of Conduct process for the district and the legislative requirements. Through some conversations, it has been determined to undertake a broader district check-in by creating a working group to guide that process and create a template with clear expectations as per legislation as well as to co-develop some common language that is current and reflective of the district's belief system and practices. That document would then be provided to the school administrators to do that work at the school level. The review process would take place over the next three to four months which will provide time for the school administrators to work with the information and template prior to providing the drafts to the Superintendent prior to the end of the current school year.

22-132R

Moved: Trustee Young *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) request staff create a Working Group to review School Codes of Conduct, which will include stakeholder representation, including students.

CARRIED UNANIMOUSLY

b. School Codes of Conduct

22-133R

Moved: Trustee Kurland *Seconded:* Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) accept the School Codes of Conduct for the 2022-2023 school year as previously provided for review.

CARRIED UNANIMOUSLY

c. Costing for Fitness for All Proposal

Secretary Treasurer Amos referred to the motion from the Board requesting staff to further investigate the cost and other implications associated with the *Fitness for All Proposal* by the Qualicum Community Education & Wellness Society (QCEWS). The QCEWS had requested the use of space at the Qualicum Commons at no charge, citing their previous volunteer work in obtaining funds for the purchase of accessibility bikes which are currently being used at district schools.

Secretary Treasurer Amos advised the board of the following implications of the proposal:

- \$12,000 in lost revenue annually
- Impact on current tenants and inequity of other tenants being required to pay rent while another is not.
- District staff's increased need for meeting spaces.
- Sets a precedent of the Board being an advocate for organizations not wishing to pay rent, opening the door to future requests to the Board from various potential user groups/organizations.
- The District is in the process of a capital review of its tenanted facilities and the implications such as the costs for the HVAC system and roofing - although this was not a compelling reason to deny the request, it was a reminder of the Boards desire to reassess its needs through the Facilities Review Process.

Trustee then debated the merits of the proposal, weighing the benefits of an accessible gym for those with different abilities against costs, the possible perception of inequity by other paying tenants and the long-term viability of the initiative given the board's ongoing facility review process.

It was also suggested that, should the board approve the group to use the space at no cost, that there be a review of how well the initiative is doing after a year at which time extending the term could be considered. Also discussed was use of the gym, which could be booked at the same hourly rate as other tenants in the building and confirmation that the group would need to obtain tenant's liability insurance.

22-134R

Moved: Trustee Austin Seconded: Trustee Kellogg

THAT the Board of Education of School District 69 (Qualicum) support the Fitness for All Proposal by the Qualicum Community Education & Wellness Society (QCEWS) to utilize Room 12 at the Qualicum Commons at no charge for a period of one year, after which time the arrangement will be reviewed.

CARRIED

Trustee Young voted against the motion

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

No Report

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

No Report

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

Angel Delange, President, commented on the following:

- The last of the six White Hatter presentations on Social Media Safety and Digital Literacy will be held on Thursday, December 1, 2022. There has been a lot of positive feedback on this series.
- DPAC is actively sourcing other options for presentations to offer to school district families and guardians, such as First Aid, Food Safe, Nutrition, and Childhood Anxiety. Suggestions are also welcome.
- Appreciation to Jessica Threlfall, DPAC Treasurer, who was successful in applying for two grants on behalf of DPAC and Springwood Elementary School towards the purchase of an accessibility bikes for the district.
- The December DPAC meeting has been cancelled and the next meeting is scheduled for Wednesday, January 18, 2023 at 6:30 p.m. via Zoom.
- Best wishes to school district 69 staff, teachers, support staff, parents and amazing community of learners for a fun, safe and healthy holiday season.

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

None

11. ACTION ITEMS**a. Disbanding of Climate Action Task Force (CATForce)**

Trustee Austin stated that the CATForce was set up 3 years ago and had been meeting fairly regularly; however, the nature of a task force is single minded and not meant to continue on so it had been determined to shift climate action topics as a standing item on the Education and the Finance & Operations Committees of the Whole.

22-135R

Moved: Trustee Austin *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) disband the Climate Action Task Force and add a standing agenda item to the Finance & Operations and the Education Committees of the Whole.

CARRIED UNANIMOUSLY

b. Disbanding of Social Justice Working Group

Trustee Young stated that, while the Social Justice meetings were engaging, equity lands on everything that is done in the school district and it also made sense to have the topic added as a standing agenda item to the Education Committee of the Whole.

22-136R

Moved: Trustee Young *Seconded:* Trustee Flynn

THAT the Board of Education of School District 69 (Qualicum) disband the Social Justice Working Group and add a standing agenda item to the Education Committee of the Whole.

CARRIED UNANIMOUSLY

12. INFORMATION ITEMS

a. Superintendent's Report

Peter Jory, Superintendent of Schools, reported on the following:

- On the illness front, absences are up again for both students and staff, with informal reports of a range of symptoms, both respiratory and non-respiratory in nature. While that has resulted in some pressures on the district's workforce from time to time, the district has not, as of yet, reached the peak levels of last January and February. Site supervisors have been reminded to be mindful and discerning when considering non-illness related leaves, in that these can create additional pressures in the system' however, Superintendent Jory assured the Board that the district is a long way from other broad measure such as functional closures at this time.
- The provincial Public Health Officer, Dr. Bonnie Henry, recently made a series of statements, which Superintendent Jory summed up as follows:
 - Vaccination remains the best defense against COVID-19 and influenza.
 - People are encouraged to practice health awareness, including regularly checking themselves and their children for symptoms of respiratory illness, and to stay home when sick.
 - Everyone should be washing hands regularly and practicing respiratory etiquette.
 - Masks should be worn if a person has mild symptoms of illness.
 - At this time there are no changes to the Provincial Communicable Disease Guidelines for K–12 School Settings.

Districts and schools are encouraged to remind everyone:

- to practice health awareness and to stay home when sick.
- that schools are supportive environments for mask wearing, and a person's choice should be supported and respected.
- evidence-based, trusted information on masks is available from BCCDC.
- On the Strategic Planning front, the parent and guardian surveys are now closed. The top five responses regarding District 'strengths' were as follows:
 - our specialized programs
 - the focus on teaching and learning (pedagogy)
 - communication from schools
 - our work on Indigenous language and culture
 - and the focus on health and wellness.
- The top five district 'stretches' came back as:
 - more extra-curricular activities like sports, dances, and clubs;
 - more emphasis on academic achievement;
 - more real life learning (i.e. trades, car maintenance, and household accounting); and
 - the District needs to go further with supports and resources for mental health and student belonging.
- The Ballenas Student Voice has kicked-off the student consultation sessions, with the rest of the schools to follow over the next two weeks. The Ballenas students were organized into groups and asked to respond to the same questions as the parents and guardians had, and they were also asked if they agreed with the parent top fives for strengths and stretches, which they did, surprisingly.

The students took the exercise very seriously and were pleased to have the opportunity to contribute to the conversation. By the information submitted it was obvious that the students had a wealth of thoughtful ideas and it is anticipated that the same level of thoughtful feedback will be received from the students in the rest of the District's schools.

- On Friday, November 25, 2022, the fourth Equity Scan session will be held. Attendees are looking forward to more great learning and to having further conversations about Indigenous student success that will help inform the District's Strategic Plan.
- On December 5th, there will be a special meeting of the Curriculum Implementation Advisory Committee to see if the members can agree on some Principles of Learning, namely shared beliefs around pedagogy, that could be used as a framework for further planning discussions. In summary, things are on track on the Strategic Planning front and it is helpful to have an approved timeline to keep things moving along.
- The Family Affordability Fund spending is now at \$75,000 of the \$448,000 we were granted as a district. Superintendent Jory has asked school administrators to make sure that they give regular updates to their parents and guardians regarding their spending to help track the impact at schools, and to not forget about getting that money out there in the form of savings to parents.
- Superintendent Jory has asked principals to make an effort to share the professional learning they do as an association or as a school staff, as it is important to reinforce the importance of pro-d, and that we take our own learning as professionals very seriously, all with the purpose of improving outcomes for students in our classrooms. There has been some great learning across the district lately, and the Superintendent would like people to know about it so the school community can anticipate receiving that information in upcoming school communications.

b. Education Update

Rudy Terpstra, Director of Instruction, reported on the following:

- Foundation Skills Assessment have been completed by students and they were scored on November 19th. Participation was over 85% which is 10% higher than last year. Feedback will go to schools and help staff to focus their teaching. The raw data will come to the District and sent out to schools. Later in the year the Ministry will provide what they call a 'item analysis' of that data.
- Director of Instruction Terpstra and Associate Superintendent Wilson have been reviewing the learning grants applications and, while there will not be enough funding to fully support all the applications, they will do their best to identify funds from other sources to help support good learning.
- Schools have now been invited to apply for funding from the \$25,000 Zero Waste Grant to support environment action in their schools and classrooms.
- Director of Instruction Terpstra was invited to be part of the IT staff who attended the IT4K12 Conference on November 17 and 18, 2022, hosted by Focused Education Resources. The conference includes educators and IT professionals and provides them the opportunity to share ideas and gain new insights on education technology. Of particular note was *Live it Earth*, a Canadian company owned by a couple in Nelson BC, which produces videos created by educators for educators that offer online learning about the natural world which can be live streamed and connect the students in

the classroom with experts working in different fields. Videos are also created in French and Mr. Terpstra will be suggesting use of the resource to the French Immersion programs.

- Director of Instruction Terpstra also attended the Annual Career Education Society (CES) Conference held on November 21 and 22, 2022. (*“CES is an organization that includes leaders in education, business, industry, labour, government and private organizations who work together to champion career and learning management as an essential life skill.”*) The District’s Career Education program has a lot of those types of options for students which is important to working towards their transition to post-secondary and career options. SD69 has students in apprenticeship training and trades programs through Vancouver Island University. Students are asking for more courses and experience in financial literacy and the CES is a space that identify businesses or organizations where they can gain that knowledge.
- The teaching staff will be providing Learning Updates (formerly known as ‘report cards’) and Director of Instruction Terpstra shared the back page of the new document, which provided a synopsis of the new reporting order and included web links for parents on the provincial proficiency scale, graduation program and graduation program assessment.

Trustee Young suggested that the Director of Instruction Terpstra arrange for a presentation to the Board at a future meeting on the Trades options for students. Director of Instruction Terpstra will bring the topic to the Education Committee of the Whole and possibly invite students who are in, or graduated from, the program to make a presentation.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

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

Trustee Austin referred to her report provided in the agenda package noting that the rewording of the mandate for the committee was discussed and will continue to be discussed with suggested wording coming back to the Education Committee of the Whole in January. She also highlighted the Student Symposium being planned for the spring and encouraged anyone interested in assisting with planning to contact Carolin Mattice.

Trustee Austin then noted that the band students who will be attending the proposed trip would be travelling by bus and there are subsidies and monies available so that all students are able to attend.

22-137R

Moved: Trustee Austin *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) give approval in principle for a Kwalikum Secondary student trip to Calgary from May 9 to 14, 2023.
CARRIED UNANIMOUSLY

14. POLICY COMMITTEE OF THE WHOLE REPORT**a. Administrative Procedure Updates****22-138R**

Moved: Trustee Kellogg *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) receive the revisions to the administrative procedures from Sections 600 through 800 as presented.

CARRIED UNANIMOUSLY

b. Rescinding of Administrative Procedures**22-139R**

Moved: Trustee Kellogg *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) rescind the following administrative procedures:

- Administrative Procedures to Board Policy 600: *Personnel*
- Administrative Procedures to Board Policy 606: *Respectful Workplace*
- Administrative Procedures to Board Policy 802: *Student Health – Common Medical Conditions.*

CARRIED UNANIMOUSLY

c. Rewording of the Mandate for the Policy Committee of the Whole**22-140R**

Moved: Trustee Kellogg *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) adopt the revised mandate for the Policy Committee of the Whole as follows:

To discuss and make recommendations to the Board on all matters related to By-Law, Policy, and Administrative Procedures.

CARRIED UNANIMOUSLY

15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT**a. Statement of Financial Information (SOFI) Report****22-141R**

Moved: Trustee Young *Seconded:* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) receive the Statement of Financial Information (SOFI) Report for the year ended June 30, 2022.

CARRIED UNANIMOUSLY

b. Rewording of the Mandate for the Finance & Operations Committee of the Whole**22-142R**

Moved: Trustee Young *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) adopt the revised mandate for the Finance & Operations Committee of the Whole as follows:

To discuss and make recommendations to the Board on financial, facilities, maintenance, technology and transportation matters with a view to environmental sustainability.

CARRIED UNANIMOUSLY

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

No Reports

17. TRUSTEE ITEMS

a. Trustee Liaison School/Board Representative Appointments

As provided in the agenda package for reference.

b. Receipt of Status of Action Items – November 2022

Chair Flynn suggested that some items on the Status of Action Items document could be removed as in one instance the work has been completed and the other could be addressed by having student art displayed in the Board Office rather than in more public areas of the building.

18. NEW OR UNFINISHED BUSINESS

None

19. BOARD CORRESPONDENCE AND MEDIA

None

20. PUBLIC QUESTION PERIOD

Trustees/senior administrators received comments and/or answered questions on the following topics:

- Consideration of the potential extraordinary custodial and maintenance requirements of the Fitness for All proposal.

21. ADJOURNMENT

Trustee Kellogg moved to adjourn the meeting at 7:14 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER