



School District No. 69 (Qualicum)

REGULAR BOARD MEETING MINUTES

TUESDAY, JANUARY 24, 2023
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
Gillian Wilson	Associate Superintendent of Schools
Rudy Terpstra	Director of Instruction
Mark McInnes	Vice-Principal, Qualicum Beach Elementary School Qualicum District Principals/Vice Principals' Association

Education Partners

Canadian Union of Public Employees (CUPE) Local 3570
Mount Arrowsmith Teachers' Association (MATA)

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 lives, works and plays on the lands of the Snaw-Naw-As and Qualicum Nations who are the stewards of this land.

She then acknowledged the passing of Art Skipsey, a past employee of the district and an active contributing community member including being elected as an Alderman and then Mayor of the Town of Qualicum Beach.

Chair Flynn also acknowledged the passing of "Flying Phil" St. Luke, a long-time Parksville resident and beloved community ambassador of the Oceanside area.

3. ADOPTION OF THE AGENDA**22-01R**

Trustee Kellogg added the following topic under Trustee Items: Report on Meeting of Oceanside Building Leaning Together (OBLT) Early Years Coalition.

Moved: Trustee Kurland

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

- a. Approval of Regular Board Meeting Minutes: December 13, 2022
- b. Ratification of In Camera Board Meeting Minutes: December 13, 2022
- c. Receipt of Ministry News Releases
 - More families in BC benefit from \$10-a-day child care
 - Joint Statement on Black Excellence Day
- d. Receipt of Reports from Trustee Representatives
 - Oceanside Health and Wellness Network – Trustee Young

23-02R

Moved: Trustee Kellogg

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 January 24, 2023, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

None

6. BUSINESS ARISING FROM THE MINUTES

None

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Matt Woods, President, commented on the following:

- MATA is enjoying discussions arising from the Curriculum Implementation Advisory Committee (CIAC) and anticipates bringing forward future recommendations to the Board with co-chair, Gillian Wilson.
- MATA held its General Meeting on Tuesday, January 3rd and the meeting was attended by Clint Johnston, BCTF President. The MATA President was pleased with attendance despite other district meetings having been scheduled that same day. MATA appreciated the apology from the district for that oversight.
- MATA values participation on district committees and had noted that the Education Committee of the Whole was scheduled monthly on the same day as a regularly scheduled MATA meeting. The MATA President gave notice that the MATA AGM was scheduled for Tuesday, May 16th, the same day as that month's Education Committee of the Whole meeting. He requested that the Board not plan any district initiatives on that day, or other MATA meeting days, so members have the opportunity to participate in the business of the union and not have to choose between the union and professional obligations.

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

Sherrie Brown, President, commented on the following:

- CUPE Local 3570 has successfully ratified its Collective Agreement with the District.
- Wealth comes in all sorts of forms and support staff experience the value of their work in the education system from the students they work with and how they impact their learning.
- CUPE staff are excited to take part in the Ministry Day on January 30, 2023.
- CUPE is gearing up for the Professional Development Day on February 17th and she expressed appreciation to the Director of Human Resources for her contributions to aid in their planning process as well as everyone on the CUPE Pro-D Committee.

Chair Flynn noted that the Board has also ratified the Collective Agreement which is now in the hands of the BC Public School Employers Association.

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

The following DPAC report was submitted via email:

- The White Hatter Webinar Series on *Internet Safety and Digital Literacy* were a success and DPAC is actively sourcing additional opportunities to offer parents/guardians.
- Positive feedback was received by parents and PAC representatives who attended the January Committee of the Whole meetings. One highlight was a presentation by Director of Instruction Terpstra regarding the new Learning Updates that will be sent home.
- The DPAC Executive is creating posters and communications for PACS to continue to increase understanding, participation and awareness of the opportunities for parent/guardian voices to be heard, such as at school and district level meetings.

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

None

11. ACTION ITEMS

None

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

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

- High schools are on the final week of the first semester.
- Elementary schools are working on Learning Updates (previously Report Cards)
- Staff are looking forward to 2023-2024 with Kindergarten Registration, staffing plans and budget conversations underway.
- Absenteeism is still impacting staff at one or two sites at a time and, while the teacher replacement roster is healthy, other employee groups have had some challenges covering absences. i.e. transportation department where some routes had to be cancelled one week. Absences have not been as

high as in peak time; however, also not as low as prior to the pandemic. This will create a bit of a budget pressure.

- The second meeting of the Code of Conduct Working Group was held on January 9th. Superintendent Jory will be working with Sherrie Brown to present a draft template to the next meeting for collaboration.
- As part of the Strategic Planning Process, the school focus group data will be reviewed to a larger group which will include representation by trustees, senior staff, school administrators, teachers, support staff and parents.
- The Draft Principles of Learning will come back to Curriculum Implementation Advisory Committee (CIAC) in February and included in the Strategic Plan conversations.
- Some significant items monopolizing senior staff's time this month: CUPE bargaining, principal and vice-principal pool competitions, regional and provincial meetings, the Planning Day for districts, the format of which is laid out by the Ministry; however, districts are responsible for providing the information by using their own leaders and presenters.
- Rosie McLeod-Shannon, District Principal of Indigenous Education, and Tracie Finstad along with the Superintendent attended a regional session in Campbell River last week to connect with other island school districts and share the work being done to improve outcomes for Indigenous students. It was also helpful to have more focused talk time as a district team.

b. Education Update

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

- Staff are excited to get the Learning Updates for students home to parents. The suggestion from DPAC to put them out on the back page with all the parent information has already been done.
- Another advantage of EdPlan Insight was the added data from the Kindergarten activities to identify students that teachers would revisit to see how they are progressing. The program provides the classroom teacher with a wholesome picture of their learners.
- The myBlueprint Program is being used most specifically in the high schools for course selection this February.
- The Walking Alongside Learning Series with Jo Chrona and Monique Gray Smith has generated some amazing and reflective conversations and will likely come through in the Equity Scan conversations planned in schools on January 30th.
- The Career Education program is showcasing the many opportunities available to students i.e. Find Your Fit day for Grade 7's, Try-a-Trade Day for Grade 8's, a Hiring Fair for all high school students will be held at Ballenas and an RCMP camp will be offered this summer. Students at the elementary and secondary levels will also have the opportunity to participate in the Annual Provincial Skills Trade Competition with some potentially making it through to the national competition.

Gillian Wilson, Associate Superintendent, reported on the following:

- A Kindergarten Meeting was held with 24 educators to talk about the district's earliest learners and to talk about strategies that will not only help an individual child but also help all the children in the classroom.
- French Immersion Sibling registration was held last week.
- Kindergarten Registration began on Monday, January 23rd.

- Pete the Cat event will be held on April 20th at the Qualicum Commons. this event is part of the Ready, Set, Learn Program with funding from the Ministry of Education and Child Care to assist students with the transition from preschool to Kindergarten.
- Associate Superintendent and the District Principal of Learning Support will begin meeting with school administrators for School Reviews beginning in February to have conversations around individual students, where their successes are, where some of the needs still are and then looking at cohorts of learners within the schools that help drive staffing and what the supports look like.
- There has also been staffing in schools this year that is called 'classroom support staffing' using the work that Superintendent Jory introduced through Cale Birk and staff are asking direct questions to determine what the observable impact has been of that particular staffing has been on our system - how has that created support for students and their success and knowing that supports is also there for teachers to help them with their work with their and for students.
- Had a great session with the other transitional year teachers, which are the Grade 8/9 teachers, around Numeracy. Staff were looking at unpacking the data received over the winter break from the Ministry really pulling out information around the year end summaries from Grade 7, the FSA data, what students are doing in terms of how many schools they have been in and their attendance data and how that is related to their performance and what that looks like. Teachers then shared some strategies on which they can work together to look at what they are doing to support learners and using the expertise in the district.
- The School Calendar survey closed on Monday with responses received from approximately 300 staff and parents. The survey for False Bay School families has been extended as only 6 of a possible 27 families have responded. A draft will be presented with a recommendation at the February Board meeting.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

Trustee Austin referred to her report as provided in the agenda package and noted that, as with the other committees of the whole, the revised wording of the mandate of the Education Committee would require approval by the board.

23-03R

Moved: Trustee Austin *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) adopt the revised mandate for the Education Committee of the Whole as follows:

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

CARRIED UNANIMOUSLY

14. POLICY COMMITTEE OF THE WHOLE REPORT

Trustees clarified the drafting, revising and approval process for policies and administrative procedures as is outlined in Board Bylaw 7: *Bylaw and Policy Development and Review*. The role of the Policy Committee of the Whole meetings and stakeholder input in that process was also outlined.

a. NEW Board Policy 508: Career Education

23-04R

Moved: Trustee Kellogg *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt Board Policy 508: *Career Education* at its Regular Board Meeting of January 24, 2023.

CARRIED UNANIMOUSLY

b. Board Policy 502: Field Experiences

Chair Flynn noted that she hoped the Policy Committee would be considering adding guidelines around education and environmental concerns with students participating in carbon-offset initiatives for some of the out of province/country trips.

23-05R

Moved: Trustee Kellogg *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 502: *Field Experiences (Trips)* at its Regular Board Meeting of January 24, 2023.

CARRIED UNANIMOUSLY

15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

Trustee Young referred to her report as provided in the agenda package. She noted that what appears as a \$1m shortfall on the financial summary was the result of the province committing to fully funding provincially bargained wage increases which were paid out by the District in December while the funding has not yet been released from the Treasury Board to the Ministry for allocation to the District. In other instances, the funds are paid out in advance; therefore, over the course of the year, there may be a positive or negative cashflow.

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

None

17. TRUSTEE ITEMS

a. In Person/Zoom/ Recording of Board Meetings

Trustees discussed the possibility of holding hybrid meetings and requested that staff provide them with a report as to what other districts are doing, whether it be hybrid of simply a live recording of a meeting, the logistics and feasibility of hybrid meetings and which meetings might best be held in person or via Zoom as well as which ones to record.

Information regarding the legalities of meeting recordings and the storing and retention of recordings will also be included in the report to the Board. It was noted that Roberts Rules of Orders clearly state that the approved record of a meeting shall be the minutes passed.

The idea to hold the Education Committee meetings at different schools each month will also be considered.

The savings in travel costs as well as the potential to increase participation when holding meeting via Zoom was also a topic of consideration.

Senior staff will provide a report to trustees after which the Board can determine how best to move forward and determine whether a policy to govern recorded meetings might also be required.

b. Report on Meeting of Oceanside Building Leaning Together (OBLT) Early Years Coalition

Trustee Kellogg provided a verbal report from the OBLT Early Years Coalition meeting held on January 12, 2023 as follows:

- The Early Years Coalition is made up of representatives from many programs in the Oceanside area who's programming directly affects young children.
- Trustee Kellogg is excited about the upcoming Pete the Cat event and is interested in volunteering at the event.
- Scott Beam, OBLT Manager, reported an increase in the number of StrongStart programs and reported that the WOW bus and the Saturday Breakfast has resumed.
- Kindergarten Registration began on January 23rd and parents were encouraged to register their children as soon as possible. This assists with classroom organization and staffing plans for the upcoming year.
- School District 69 is one of a few districts in BC that is fortunate enough to have an Early Years Coalition in its community.
- Island Health is continuing with their dental programs for families throughout the school district.
- An Early Years Network Conference is being organized for the professional development day in October 2023. More details to come.
- Next meeting date is February 9, 2023.

The written report for the January and February meetings will be provided in the February Board Meeting agenda package.

Trustee Young added that the Early Years Table is run by the OBLT and the Society is a separate entity. She encouraged attendees to become a member of the Society to support the Society's efforts in the community.

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:

- The following link was shared by Deb Comer as a possible product for hybrid meetings. <https://owllabs.com/products/meeting-owl-3>

21. ADJOURNMENT

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

CHAIRPERSON

SECRETARY TREASURER