



**REGULAR BOARD MEETING MINUTES**

TUESDAY, MAY 28, 2019

6:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

**ATTENDEES**

**Trustees**

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

**Administration**

Keven Elder	Interim Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent of Schools
Ryan Hung	Assistant Secretary Treasurer
Chris Dempster	General Manager of Operations
Rosie McLeod-Shannon	District Principal, Indigenous Education Programs Qualicum District Principals/Vice Principals' Association
Karin Hergt	Executive Assistant (Recording Secretary)

**Education Partners**

Mount Arrowsmith Teachers' Association (MATA)  
District Parent Advisory Council (DPAC)

**1. CALL TO ORDER**

Chair Flynn called the 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 Qualicum and Nanoose First Nations for sharing their shared territories with the District.

**3. ADOPTION OF THE AGENDA**

**19-46R**

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

**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: Approval in principle for an elementary student trip to Hong Kong, China from March 14 to 28, 2020, was removed from the consent agenda and placed under *Action Items*.

- a. Approval of Regular Board Meeting Minutes: April 23, 2019
- b. Approval of the Special Budget Board Meeting Minutes: April 16, 2019
- c. Ratification of In Camera Board Meeting Minutes: April 16, 2019
- d. Ratification of Special In Camera Board Meeting Minutes: April 4, 2019
- e. Ratification of Special In Camera Board Meeting Minutes: April 16, 2019
- f. Ratification of In Camera Board Meeting Minutes: April 30, 2019
- g. Approval in principle for Ballenas Secondary School student field trip to Europe during Spring Break 2021.
- h. Receipt of Ministry News
  - British Columbians benefit from increased access to French resources in libraries
  - Creating opportunities for kids to thrive through power of sport B.C. students' success to be showcased to the world at conference
  - More students supported by SOGI-inclusive education Premier's statement on International Day Against Homophobia, Transphobia, Biphobia
  - New funding provides students opportunities to train for STEM careers
- i. Status of Action Items – May 2019

#### 19-47R

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

**THAT** the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of May 28, 2019 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:

- Appreciation to the Board for reconsideration of the spring conferencing day on the 2019/20 district calendar.
- Seven local bargaining sessions have been held and there is mutual respect at the table and a focus of 'interest-based bargaining'.
- Negotiations at the provincial table are not going as well and encouraged the Board to inquire how the current workload proposals could affect the district when attending the provincial meetings being held by the BC Public School Employers Association (BCPSEA) during the week of June 3-7, 2019.
- Appreciation for MATA being invited to be part of the process to hire a new superintendent for the district and on behalf of staff who have had the opportunity to send in their input to the process as well.

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

No Report

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

Christine Rayner, DPAC Vice President, advised that she and another parent were sponsored by DPAC to attend the BC Confederation of Parent Advisory Councils (BCCPAC) Conference and Annual General Meeting held May 3-5, 2019. This was her first conference which she found enlightening and appreciated the collaboration on the provincial level. The island PACs are collaborating to create a constitution and hope to host an island conference in the fall.

She also noted that the DPAC elections will be held at the final DPAC meeting in June.

**10. PUBLIC QUESTIONS AND COMMENTS (WRITTEN)**

None

**11. ACTION ITEMS****a. 2019/20 School Fees**

Associate Superintendent Wilson reviewed the school fees as proposed for the 2019/20 school year and provided additional clarification for trustees regarding financial aid and programs of choice.

**19-48R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve the 2019/20 School Fees as presented.

CARRIED UNANIMOUSLY

**b. 2019-20 Annual Facility Grant Spending Plan**

Secretary Treasurer Amos reviewed the smaller capital projects to be funded as discussed at the Capital Planning Committee the previous week.

**19-49R**

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

**THAT** the Board of Education of School District 69 (Qualicum) receive the Annual Facility Grant spending plan for 2019-20 as presented.

CARRIED UNANIMOUSLY

**c. Board Authority Authorized Course: Power Mechanics 11****19-50R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve the Board Authority/Authorized Course: Power Mechanics 11

CARRIED UNANIMOUSLY

## 12. INFORMATION ITEMS

### a. Educational Programs Update

Associate Superintendent Wilson reported on the following district initiatives and events:

- Educational Technology Committee met on May 27<sup>th</sup> to discuss how to support digital literacy in the community.
- Over 600 parents responded to the survey regarding Ministry Pilot Reporting Order, overall, the response was very positive. There is still some communication needed to support parent education on the use of portfolios and assessment practices. The Curriculum Implementation Advisory Committee will be meeting on May 30<sup>th</sup> to review all the data prior to sending it to the Ministry.
- The second session of Trauma Informed Practice, which is part of the Train the Trainer program, is being held on June 3<sup>rd</sup>.
- During the month of June a number of year-end activities and celebrations are taking place at the same time planning is underway for the upcoming school year.

### b. Education Planning Update

Interim Superintendent Elder reported on the following activities taking place in the area of education planning:

- He and the Associate Superintendent have been meeting with school administrators to review and discuss their school's Enhancing Student Learning Plans. Trustees will also be visiting schools to review the plans during the weeks of May 27 to June 7. The plans are aligned with the district priorities through the strategic plan to create the District Enhancing Student Learning Plan
- Planning for 2019/20 is intensely underway as staff work hard to finish this year strongly and in ways that support children, especially those who are struggling at this time of year.
- Year-end celebrations are planned in June alongside the continued work of the teaching and learning team.
- He acknowledged a number of staff members who are retiring or moving on from the district for one reason or another.
- He has been supporting the board in organizing its governance model for the upcoming year and a full final recommendation will be presented for board approval at the June board meeting.
- Attended the grad transitions interviews and the advice given by student peers was do your work, do it on time and you will be fine. These are focussed students who are ready to move on and a credit to the staff in the district.

### c. 2018 Carbon Neutral Action Report (CNAR)

Secretary Treasurer Amos reviewed the Carbon Neutral Action Report (CNAR), noting that this is one step the district must go through to confirm that it is aware of its emissions profile and what actions are being taken to reduce its carbon footprint.

## 13. EDUCATION COMMITTEE OF THE WHOLE REPORT

### a. School Calendar Adjustment

Associate Superintendent Wilson noted that the district and the local teachers union are still in consultation regarding the date of the September district-based

professional development day. The revised calendar will come to the Board for final approval at the June board meeting.

**19-51R**

*Moved:* Trustee Godfrey *Seconded:* Trustee Kurland

**THAT** the Board of Education of School District 69 (Qualicum) approve the 2019/20 School Calendar adjustment to move the Conferencing Day of December 20, 2019 to May 1, 2020.

CARRIED UNANIMOUSLY

**14. POLICY COMMITTEE REPORT**

Trustee Young referred to the addenda which contained the notes from the Board Policy Committee held May 24, 2019.

**a. Board Policy 5003 (Previously 5056): Acceptable Use of Technology**

**19-52R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve third and final reading to renumber and adopt the revisions to Board Policy 5003: *Acceptable Use of Technology* and its attendant Administrative Procedure at its Regular Board Meeting of May 28, 2019.

CARRIED UNANIMOUSLY

**b. Board Policy 5004 (Previously 5070): Student Placement**

**19-53R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve second reading to renumber and adopt the revisions to Board Policy 5004: *Student Placement* at its Regular Board Meeting of May 28, 2019.

CARRIED UNANIMOUSLY

**c. Board Policy 8004: Health & Safety in the Workplace**

Trustee Young noted an amendment that was made to page 5, section 14 of the administrative procedure.

**19-54R**

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

**THAT** the Board of Education of School District 69 (Qualicum) approve first reading to renumber and adopt the revisions to Board Policy 8004: *Health & Safety in the Workplace* and its attendant Administrative Procedure at its Regular Board Meeting of May 28, 2019.

CARRIED UNANIMOUSLY

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

- a. BC School Trustees Association Annual General Meeting – Trustee Young**  
As presented in the agenda package

**16. TRUSTEE ITEMS****a. French Advisory Committee**

Trustee Young provided an overview of the discussions which took place at the meeting held on Monday, May 27<sup>th</sup> and highlighted the following:

- Reports were received from Ballenas and École Oceanside Elementary regarding their French programs which sound quite robust.
- There are concerns about provincial grad assessment and the implications on French Immersion, particularly in the area of numeracy.
- Committee members are struggling to meet one of the committee's goals, which is to provide more opportunities to speak French in the community.
- The committee is also wanting to further develop a mission/legacy approach so it has a structure on which it can hand off some of the French immersion work.
- The exit interviews done each year were interesting to review and provided some of the rationale as to why students leave the program.

**b. Capital Planning Committee**

Trustees discussed whether or not there was philosophical support of the Board placing modular buildings on school district property for the purposes of providing additional educational space and that it be considered within the long-term capital planning of the district. Should the Board's position be in favour of modular buildings, feedback would then also be obtained from partner groups, staff, parents, and students to determine if there is support for modular buildings on school district property.

**19-55R**

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

**THAT** the Board of Education of School District 69 (Qualicum) begin a process to determine its support by October 31, 2019 for the placement of modular buildings on school district property for educational purposes.

CARRIED UNANIMOUSLY

Trustees continued discussion to determine if the Board was in favour of placing modular buildings on school district property to provide space for daycares.

Senior staff provided additional information regarding a request from a current daycare provider who is located in a school to consider the option of placing a modular on the school grounds. It was also noted that funding for the modular could be applied for through provincial funding that has been allocated for daycare spaces on municipal or school district lands

**19-56R**

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

**THAT** the Board of Education of School District 69 (Qualicum) support the placement of modular buildings on school district property for daycare purposes.

**19-57R**

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

**THAT** the motion be amended to read:

*THAT the Board of Education of School District 69 (Qualicum) support in principle the placement of modular buildings on school district property for daycare purposes.*

CARRIED

**19-56R**

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

**THAT** the Board of Education of School District 69 (Qualicum) support in principle the placement of modular buildings on school district property for daycare purposes.

CARRIED UNANIMOUSLY

Trustees then discussed a proposal brought forward from the Capital Planning Committee to place funds from the general account into a separate account that would fund energy and utility savings projects. This would free up money from the annual facilities grant for other projects to keep schools maintained and move those projects forward.

**19-57R**

*Moved:* Trustee Austin *Seconded:* Trustee Young

**THAT** the Board of Education of School District 69 (Qualicum) request staff report back to the Board on options regarding the use of operational savings from utility expenses to establish a capital reserve fund that would be used to support ongoing energy savings projects such as boiler replacements and solar projects.

CARRIED UNANIMOUSLY

**17. NEW OR UNFINISHED BUSINESS**

None

**18. BOARD CORRESPONDENCE AND MEDIA**

a. **Letter to Regional District of Nanaimo Board of Directors**

**19. PUBLIC QUESTION PERIOD**

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

- Modular building survey criteria and backgrounder
- Ministry of Children and Family Development announcement regarding childcare spaces on school sites- (Childcare BC New Spaces Fund)
- Correction to attendees at the Education Committee of the Whole Meeting

**20. ADJOURNMENT**

Trustee Godfrey moved to adjourn the meeting at 7:18 p.m.

*Original signed copy on file*

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CHAIRPERSON

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SECRETARY TREASURER