



REGULAR BOARD MEETING MINUTES

TUESDAY, JUNE 25, 2019

6:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

Julie Austin	Acting 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
Ronda Bell	District Principal, International Student Program
	Qualicum District Principals/Vice Principals' Association
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

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

1. CALL TO ORDER

Acting Chair Austin called the meeting to order at 6:00 p.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Acting Chair Austin acknowledged that the Board was meeting on the unceded 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

19-59R

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

Item h: Approval in principle of student field trip to Guatemala was pulled for discussion under 16 b. Trustee Items

- a. Approval of Regular Board Meeting Minutes: May 28, 2019
- b. Ratification of In Camera Board Meeting Minutes: May 21, 2019
- c. Ratification of Special In Camera Board Meeting Minutes: May 6, 2019
- d. Ratification of Special In Camera Board Meeting Minutes: May 31, 2019
- e. Approval in principle for a student field experience to Japan from March 11 to 23, 2020
- f. Receipt of Ministry News
 - Careers summit will help students better prepare for the future
 - Increasing access to education for former youth in care
 - Local partnership agreements support First Nations in education decision-making
 - New teaching standard strengthens Truth and Reconciliation in the classroom
- g. Status of Action Items – June 2019

19-60R

Moved: Trustee Kurland *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 June 24, 2019 as amended.

CARRIED UNANIMOUSLY

5. DELEGATIONS/PRESENTATIONS

- a. **Role of the Medical Health Officer and Board Responsibilities in the Improvement of Health in the Community**

Dr. Hasselback, Medical Health Officer and the district's school medical officer, and provided the board with data regarding health issues which are currently of concern and related to students as well as the wider community.

19-61R

Moved: Trustee Godfrey *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) receive Dr. Hasselback's June 2019 Report.

CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM THE MINUTES

- a. **Concept of Designated Bus and Driver for District Use**

Interim Superintendent Elder referred to the fact that there has been a high degree of interest expressed throughout the budget deliberations to consider ways for the Board to provide more readily available and less expensive access to Transportation for school related trips.

Associate Superintendent Wilson advised that, rather than designating a bus and driver for district use, conversations continue on an as needed basis to determine the needs of individual programs and working alongside CUPE Local 3570 to make arrangements for transportation as required as has been arranged at Ballenas Secondary.

b. Capital Reserve for Energy Projects

Secretary Treasurer Amos referred to his memo provided in the agenda package outlining the Board's request for staff to report on options for the use of operational savings derived from utility costs in order to form a capital reserve for future energy savings projects, which would free up funds in other budget areas. He requested Board approval in principle for staff to establish a capital reserve fund as the year-end financial statements are being reviewed.

19-62R

Moved: Trustee Young Seconded: Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) support in principle the establishment of a capital reserve fund to support ongoing energy savings projects.

CARRIED UNANIMOUSLY

7. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Deb Comer, MATA President, commented on the following:

- Condolences to the Greater Victoria School District Victoria and Family of Tai Caverhill, the student killed by a falling tree during a school trip.
- Congratulations to Superintendent Koop on his well-deserved retirement.
- 17 MATA members will be retiring this year, some of which attended the District's retirement celebration. She thanked to all the members of the Long Service Committee for organizing the event.
- Appreciation for the work being done by CUPE Members over the summer months and recognizing the importance of keeping the health and safety of employees and students in mind.
- Request from administration to keep MATA members informed of any projects underway at their work sites as they prepare for the upcoming school year as well of any planned projects that may not be completed in the summer and how that may affect the start of the school year.
- Local bargaining has concluded and the final ratification is scheduled for the fall. Appreciation was expressed for all members of both bargaining teams.
- A mediator has been brought in for provincial bargaining table in order for the BC Teachers Federation (BCTF) and the BC Public Schools Employers Association (BCPSEA) and bargaining dates have been set in July.

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

Troy Forster, CUPE Local 3570 President, commented on the following:

- Support Staff bargaining has concluded and he expressed appreciation for all those involved in the process.
- The local agreement has been ratified by support staff members.

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No report.

10. PUBLIC QUESTIONS AND COMMENTS (WRITTEN)

None

11. ACTION ITEMS**a. Board/Authority Authorized Courses****19-63R**

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course Model UN Introduction 10.

CARRIED UNANIMOUSLY

19-64R

Moved: Trustee Young *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve the Board/Authority Authorized Course Model UN Advanced 11.

CARRIED UNANIMOUSLY

b. Enhancing Student Learning Plans**19-65R**

Moved: Trustee Kurland *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve the 2019-20 *Enhancing Student Learning - School Plans* as reviewed by members of the Board at each school between May 27 and June 7, 2019.

CARRIED UNANIMOUSLY

Trustees expressed appreciation for the process to review the plans at each of the schools/program sites as it connects trustees to the schools and provides opportunities to take part in what is happening at each school/site.

c. Annual 5-Year Capital Plan

Secretary Treasurer Amos referred to his memo in the agenda package noting that this year's plan included new seismic projects that were identified through the Ministry's new measure for seismic risk.

19-66R

Moved: Trustee Godfrey *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) approve the Annual Five Year Capital Plan as presented.

CARRIED UNANIMOUSLY

d. School Calendar Adjustment**19-67R**

Moved: Trustee Young *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) approve the 2019/20 School Calendar adjustment to move the district planning day from September 27 to September 24, 2019.

CARRIED UNANIMOUSLY

e. Board Standing Committees 2019/20

Interim Superintendent Elder referred to his memo in the agenda package which outlined the proposed standing committee structure to be implemented for the 2019/20 school year and how those committees would be scheduled.

19-68R

Moved: Trustee Austin *Seconded:* Trustee Kurland

THAT the Board of Education of School District 69 (Qualicum) adopt the Standing Committees Model as proposed, on the schedule as proposed, to be reviewed June 2020.

CARRIED UNANIMOUSLY

12. INFORMATION ITEMS**a. Educational Programs Update**

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

- Shared a video created by the staff and students showing how Errington Elementary School staff are using Dr. Perry's brain booster cards. Dr. Perry himself has shared the video which has since been shared around the world.
- Two students, one in grade 12 and one in the ROAMS program, presented their Capstone projects.
- Graduation ceremonies are taking place and schools are celebrating and reflecting on the work done by so many staff in the district to guide students to this point in their schooling and helping them to be confident of their progress.

b. Education Planning Update

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

- Appreciation to the members of the bargaining teams for local bargaining. Local bargaining has concluded although districts will likely enter the fall without a provincial agreement for teaching staff. That may create a number of questions and uncertainties; however, locally there is a continuation of a strong relationship, support and desire to move forward and emerge even stronger through the experience.
- Acknowledgement of how, after the Ministry of Education shifted from an accountability regime to Enhancing Student Learning Plans, this District has uniquely picked up that mantle and provided a depth of inquiry through the *Spirals of Inquiry* method to work with staff and students on what matters most in each school and what to do to support learning in those areas.
- Appreciation for the real partnership that exists between the management partners of the principals/vice principals and the formal partners of MATA and CUPE and DPAC for the service to families in the district.

c. Programs and Facilities Review Fall 2019

Interim Superintendent Elder then spoke to his briefing note which provided information and a review of the ten issues that the board should consider by way of values and beliefs as they relate to long range facilities planning. He then outlined a number of other specific emerging priorities that will need some attention in the fall. Dr. Elder proposed that the Board consider a programs and facilities review that would be launched in September and include district and community engagement. Work in relation to emerging priorities would be done with working committees that would report to the steering committee. The initiative would begin

after the Board had an opportunity during a Board Planning Day to determine the mandate and terms of reference for the steering committee and each working committee.

**13. EDUCATION COMMITTEE OF THE WHOLE REPORTS
(May 28, 2019 and June 18, 2019)**

Trustee Godfrey, Chair of the Education Committee of the Whole, referred to the reports contained in the agenda which outlined the topics that had been discussed. No recommendations were being presented to the Board from those two meetings.

19-69R

Moved: Trustee Godfrey Seconded: Trustee Young
THAT the Board of Education of School District 69 (Qualicum) receive the Education Committee of the Whole reports for May 28, 2019 and June 18, 2019.
CARRIED

14. POLICY COMMITTEE REPORT

Trustee Young referred to the notes from the Policy Advisory Committee Meeting held June 12, 2019 and presented the following motions for Board approval:

a. Board Policy 5004 (Previously 5070): Student Placement

19-70R

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 5004: *Student Placement* at its Regular Board Meeting of June 25, 2019.
CARRIED UNANIMOUSLY

b. Board Policy 8004: Health & Safety in the Workplace

19-71R

Moved: Trustee Young Seconded: Trustee Godfrey
THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 8004: *Health & Safety in the Workplace* and its attendant Administrative Procedure at its Regular Board Meeting of June 25, 2019.
CARRIED UNANIMOUSLY

**c. Board Policy 9000: Information Management and Access
(Previously 9000, 9001, 9002, and 9003)**

19-72R

Moved: Trustee Young Seconded: Trustee Godfrey
THAT the Board of Education of School District 69 (Qualicum) approve first reading to adopt the revisions to Board Policy 9000: *Information Management and Access* and its attendant Administrative Procedure at its Regular Board Meeting of June 25, 2019.
CARRIED UNANIMOUSLY

15. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

None

16. TRUSTEE ITEMS**a. Paperless Board Agenda Package**

Trustee Austin suggested that the Board no longer provide paper copies of agenda packages. Instead, attendees would be encouraged to bring a device on which to follow the agenda, which is posted on the district website. Those wishing to receive a paper copy can request one from the Executive Assistant for pick up at reception.

19-73R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) cease to provide paper copies of agenda package unless specifically requested beginning in August 2019.

CARRIED UNANIMOUSLY

A note will be added to the agenda/minutes page of the district website encouraging attendees to follow the agenda on their own electronic device; however, a paper copy can be provided upon request for pick up at the Board Office reception desk.

b. Ballenas Student Field Experience to Guatemala October 17 to 25, 2019.

Trustees discussed the request submitted from Ballenas Secondary School for approval in principle for a student field experience in Guatemala. Concern was expressed at the lateness of the request and that parents may not have been informed of the high risk travel advisory currently in place on the Government of Canada's Travel Advice and Advisories website. Trustees continued to discuss the risks of travelling to Guatemala compared to the educational opportunities provided by the trip.

Associate Superintendent Wilson noted that the teacher coordinating the trip is experienced with these types of service trips in Guatemala and Nicaragua. Should there be any concern up to when students step on the plane, the trip would be cancelled. The Board will still be required to provide final approval prior to the trip moving forward and staff would follow the processes to ensure that due diligence was followed.

19-74R

Moved: Trustee Austin *Seconded:* Trustee Young

THAT the Board of Education of School District 69 (Qualicum) give approval in principle for a Ballenas student field experience to Guatemala October 17 to 25, 2019, with the following conditions:

- a) That a meeting be held with all parents and students and chaperones/staff involved as soon as possible to receive and consider all information in regard to the safety and risks and review the government of Canada travel advisory for Guatemala; and,
- b) That approval in principal was conditional to the Board and senior management making the final decision if students need to return home; and,
- c) That the proposed trip come back to the Board for final approval.

CARRIED

17. NEW OR UNFINISHED BUSINESS

None

18. BOARD CORRESPONDENCE AND MEDIA

None

19. PUBLIC QUESTION PERIOD

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

- Possibility of posting the agenda on screen during the public board meetings.
- Model UN Grade 11 course

20. ADJOURNMENT

Trustee Godfrey moved to adjourn the meeting at 8:20 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER