



REGULAR BOARD MEETING MINUTES

TUESDAY, MAY 26, 2020
3:00 PM
VIA ZOOM

ATTENDEES

Trustees

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

Administration

Keven Elder	Superintendent of Schools
Gillian Wilson	Associate Superintendent of Schools
Ron Amos	Secretary Treasurer
Vivian Collyer	Director of Instruction
Chris Dempster	General Manager of Operations
Kevin McKee	Principal, Nanoose Bay Elementary School Qualicum District Principals/Vice Principals' Association

Education Partners

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

1. CALL TO ORDER

Chair Flynn called the zoom meeting to order at 3:00 p.m. and reviewed the protocol for the zoom meeting and noted that the meeting was being recorded and would be posted on the district website.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn acknowledged that the Board was meeting via zoom on the shared territory of the Coast Salish people and appreciated the Qualicum and Snaw-Naw-As (Nanoose) First Nations for allowing the district to live, work and play on their shared territories.

3. ADOPTION OF THE AGENDA

Trustee Godfrey noted there would be a change to the motion for the False Bay School Calendar

20-51R

Moved: Trustee Austin *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

- a. Approval of Regular Board Meeting Minutes: April 28, 2020
- b. Ratification of In Camera Board Meeting Minutes: April 28, 2020
- c. Ratification of Special In Camera Board Meeting Minutes: April 17, 2020
- d. Ratification of Special In Camera Board Meeting Minutes: April 8, 2020
- e. Receipt of Ministry News
 - Joint statement on Child and Youth Mental Health Day
 - BCTF, BCPSEA ratify agreement under mandate
 - K-12 students to have optional in-class instruction on June 1
 - Free, live coding workshops for kids
 - BC grads, students to be celebrated by local artists, performers
- f. Receipt of Reports from Trustee Representatives
 - Oceanside Building Learning Together Coalition – Trustee Young
 - Oceanside Community Track at Ballenas – Trustee Young
- g. Receipt of Status of Action Items – May 2020

20-52R

Moved: Trustee Austin *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 26, 2020, as amended.

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:

- MATA Annual General Meeting was held on May 12, 2020 and Ms. Comer was re-elected as President and Judy Stewart was re-elected as 1st Vice President and a new 2nd Vice President was elected, Kerri Faa
- A ratification vote was held for local bargaining and the membership voted 99.4% in favour.
- Acknowledgement of Judy Stewart, Acting President during Ms. Comer's absence over the past two months.
- Work of the District Occupational Health & Safety Committee to ensure that there are common safe practices at school sites and to solve any issues that may arise.
- Work of the Joint Health & Safety Committees to develop specific plans for each individual school site.
- Appreciation to all the custodians who have continually maintained the cleanliness of district sites.
- Appreciation for MATA involvement in the 2020-2021 budget process. The Board was encouraged to ensure that students will not notice any change to their school experience during their budget deliberations.

Chair Flynn advised that the Board had also ratified the Local Matters Agreement and thanked everyone for all their work in moving that forward.

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

Sherri Brown, President, advised that, while the new safety protocols can be challenging, they are well defined and she is confident that support staff will all learn to navigate their way through the new routines.

9. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No Report

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

None

11. ACTION ITEMS

None

12. INFORMATION ITEMS**a. Education Update**

Vivian Collyer, Director of Instruction, spoke to the following:

- Continuity of Learning and how it relates to June assessment for elementary and secondary students. For all grades, self assessment and self reflection on core competencies remain the same.
- In-person combined with remote learning provided unique opportunities for students including social responsibility, critical and creative thinking, experiential learning opportunities
- Teachers have also had more opportunities to encourage and engage parents to be part of the conversation and more ops for engagement with parents
- The district and scholarship committee are continuing work to determine scholarship recipients.
- Families of students were assured that final transcripts will be on track to the usual timelines so post secondary transitions can proceed smoothly.
- Graduation ceremony plans are continuing in a unique way for an adaptive ceremony i.e. drive-in type to obtain grad certificates. In addition a videographer will be taping all the families and students receiving their certificates and graduating students, speakers and valedictorians will be provided with private access to a YouTube site to view the event.

Gillian Wilson, Associate Superintendent, spoke to the following:

- Further to the June 1 gradual voluntary return to school, the District Principal of Learning Services is working with school-based teams to contact families with children who may be vulnerable or have unique needs.
- Protocols are being put in place to ensure that staff are also feeling safe and supported. The District Health & Wellness Coordinator and the Joint Occupational Health & Safety Committee are working with documents that were sent to schools so each school-based team can determine what procedures to put into place prior to students attending next week
- There are some families not engaged with school system for a variety of reasons and school staff are continuing to reach out to them to follow up.

- The survey to determine which families plan to have their children attend school again as of June 1st to school resulted in almost 200 responses. Responses to questions posed by parents/guardians were then sent to families who responded 'maybe' or 'no' and followed up by site-based teams. The numbers of 'yes' responses changed slightly as more information was provided. Approximately 557 students will be attending beginning June 1 which is approximately 35% of the student population.
- Planning is underway to connect with families with children transitioning to Kindergarten.
- Schools are working around transitions for Grade 7s moving to Grade 8 to provide students with information about the high school they will be attending and some of the differences they will experience from the elementary school setting.
- The summer school application process is now open and available on the District website. Registration compared to this time last year is low although that may change as students become aware of courses they still need to graduate.
- Summer programming is also being organized for international students who chose to stay in community to assist them in obtaining BC credit courses in order to graduate with the BC Dogwood Certificate.
- A report on the impact of COVID-19 on international programs was released earlier in the day and staff are reviewing for data and recommendations as well as to determine what the local impact may be on students.
- International student applications are still being received and processed in consideration of any information coming from the Ministry regarding travel restrictions.

b. Superintendent's Update

Superintendent Elder commented on the following:

- Continuation of classroom preparation for students in the fall while preparing for the gradual return of students on June 1 through the direction of the government's Restart Plan and requirements from ministry and health officials. While circumstances change on a week to week basis, the district is doing everything to affect the restart and make preparations depending on which stage is being implemented in the hopes that there may be a change to have a Stage 1 restart in September. This is done through Health & Safety protocols which have been established.
- The gradual restart was pre-empted by the gradual return of district staff over past 2 weeks with a full return this week and feedback has been positive.
- Staff are following up with employees who have requested a conversation prior to returning to work, including some who require medical accommodations and others who may need to move onto some form of leave due to live circumstances.
- Childminding was provided over the past few weeks at one site and moved to students' home school for this week. As of June 1, childminding will cease now that children of essential service workers can attend school full time.
- K-5 students will attend 2 days a week and students in Grade 6 through 12 will attend 1 day a week. In some cases that may be more if space allows. Staff are ensuring that safety protocols are working and will adapt as required.

- Planning continues regarding the workload for teachers for both in-class and remote learning.
- The General Manager of Operations is working with bus drivers to organize busing for those students who require transportation. The plan is to keep to the normal routine so the buses run on the same schedules with the same bus stops. Some adjustments may be needed depending on ridership and safety protocols will be implemented for riders and bus drivers as well.
- Guidelines will be coming out from the government in the near future regarding the opening of school playgrounds within certain protocols.

13. EDUCATION COMMITTEE OF THE WHOLE REPORT

Trustee Godfrey expressed appreciation to the two students from Ballenas and Kwalikum Secondary Schools who gave presentations at the meeting. Reports on Capstone Projects were provided for two students who were unable to attend by the administrators from Kwalikum Secondary School.

a. 2020-2021 False Bay School Calendar

20-53R

Moved: Trustee Godfrey *Seconded:* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) approve the school calendar for False Bay School for the 2020-2021 school year only as presented.

CARRIED UNANIMOUSLY

b. 2020-2021 School Fees

Trustees discussed the merits of approving school fees for school activities which may not be offered due to the pandemic.

20-54R

Moved: Trustee Godfrey *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) approve the 2020-2021 School Fees, on an as needed basis, as presented.

CARRIED UNANIMOUSLY

c. Field Experiences

Trustees requested clarification on the process regarding field experience requests. The topic will be discussed further at the Policy Committee of the Whole to outline the process more clearly.

The Board noted that it would be vetting all future Category 4 field trip requests to ensure they provided educational value. If a trip is not approved, that would not prevent an alternative local opportunity with educational value being provided to students.

14. POLICY COMMITTEE OF THE WHOLE REPORT

Trustee Young noted that a written report will not be provided as the recommendations being brought forward from the committee speak for themselves.

It was also clarified that while policies require three readings to be adopted or amended, administrative procedures only require one reading; usually with third and final reading to adopt a new or amended policy.

a. Board Policy 100: Sustainable Practices (previously numbered 4009)

20-55R

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 100: *Sustainable Practices* at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

b. Board Policy 101: Capital Projects: Tendering, Purchase, Disposal

(merging of 4001, 4002 and 4007)

20-56R

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 101: *Capital Projects: Tendering, Purchase, Disposal* at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

c. Board Policy 302: Involvement of Communities and Volunteers

20-57R

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 302: *Involvement of Communities and Volunteers* at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

d. Board Policy 304: School Closure, Consolidation or Reconfiguration

(previously numbered 3004)

20-58R

Moved: Trustee Young *Seconded:* Trustee Austin

THAT the Board of Education of School District 69 (Qualicum) approve second reading to adopt the revisions to Board Policy 304: *School Closure, Consolidation or Reconfiguration* at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

e. Board Policy 502: Field Experiences (Trips) (previously numbered 5020)

20-59R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 502: *Field Experiences (Trips)* and its attendant administrative procedures at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

f. Board Policy 617: Selection and Assignment of Exempt Leadership Staff
(previously AP Only)

20-60R

Moved: Trustee Young *Seconded:* Trustee Godfrey

THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the revisions to Board Policy 617: *Selection and Assignment of Exempt Leadership Staff* and its attendant administrative procedures at its Regular Board Meeting of May 26, 2020.

CARRIED UNANIMOUSLY

15. FINANCE & OPERATIONS COMMITTEE OF THE WHOLE REPORT

Chair Flynn referred to the committee report as provided in the agenda package noting that, although delayed due to the pandemic, planning will continue on the Oceanside Community Track at Ballenas project.

a. 2019 Carbon Neutral Action Report (CNAR)

20-61R

Moved: Trustee *Seconded:* Trustee

THAT the Board of Education of School District No. 69 (Qualicum) receive the 2019 Carbon Neutral Action Report as presented.

CARRIED UNANIMOUSLY

b. 2020/2021 Annual Budget Bylaw

Secretary Treasurer Amos reviewed the process undertaken to determine the 2020-2021 budget. Priorities were shifted due to the impact of the pandemic and the documents are the results of those conversations and within the context of the funding formulas and changes that have impacted some of our funding sources. He then outlined the areas where there would be some shortfalls and reductions made in the budget to recover the \$1.5m shortfall.

Trustees then discussed the options presented to balance the budget, particularly that of the social emotional teaching position, the possibility of additional future impacts of COVID-19 on the budget, and what reductions might be reinstated should additional revenue be identified.

Trustees then debated passing all three readings of the budget bylaw, considering the changing landscape of the pandemic and the affects on teacher staffing as it related to the for the upcoming year and the local collective agreement.

20-62R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

THAT the Board of Education of School District No. 69 (Qualicum) give all three readings to approve the Annual Budget Bylaw for the 2020/21 fiscal year at its Regular Board Meeting of May 26, 2020.

DEFEATED

20-63R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

THAT the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$57,330,357 or the 2020/21 fiscal year.

CARRIED UNANIMOUSLY

20-64R

Moved: Trustee Flynn *Seconded:* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Annual Budget Bylaw in the amount of \$57,330,357 for the 2020/21 fiscal year.

CARRIED UNANIMOUSLY

A special budget meeting will be scheduled prior to June 11th for further discussion of the proposed budget and third reading of the Annual Budget Bylaw.

c. Request from City of Parksville to Rename Room 100

Chair Flynn noted that, while the District had received a request from the City of Parksville to rename Room 100 to the name of a longstanding community volunteer, it appeared that the process has already moved forward and the decision taken out of the Board's hands. Given than information, the Board determined that it would be a moot point to deny the request.

20-65R

Moved: Trustee Flynn *Seconded:* Trustee Godfrey

THAT the Board of Education of School District No. 69 (Qualicum) respectfully deny the request from the City of Parksville to rename Room 100.

DEFEATED

16. REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANIZATIONS

None

17. TRUSTEE ITEMS

None

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:

- Request to return to the 6:00 p.m. public board meeting time whether in person or on-line.
- Request to maintain the same specialty teachers as in 2019-2020.

21. ADJOURNMENT

Trustee Godfrey moved to adjourn the meeting at 5:00 p.m.

Original signed copy on file

CHAIRPERSON

SECRETARY TREASURER