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**REGULAR MEETING OF THE BOARD OF EDUCATION  
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,  
HELD ON MONDAY, APRIL 11, 2016,  
AT SCHOOL BOARD OFFICE, GOLD RIVER, BC**

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**TRUSTEES PRESENT:** Kathy Kennedy, Chairperson (Gold River)  
Jenniffer Hanson, Vice-Chairperson (Kyuquot)  
Ken Pringle (Gold River)  
Fern Eastcott (Tahsis)

**TRUSTEE ABSENT:** Gwen Alsop (Zeballos)

**ALSO PRESENT:** Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor  
Annie James, Human Resources Administrator/Recorder  
Six Staff and Public Members

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**CALL TO ORDER:**

Chairperson Kennedy called the meeting to order at 7 pm.

**APPROVAL OF AGENDA:**

**2016:R-022** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:  
*"TO approve the agenda."*

**ADOPTION OF MINUTES FROM PREVIOUS MEETINGS:**

**2016:R-023** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:  
*"TO adopt the minutes of the Regular Board Meeting of March 14, 2016."*

**BUSINESS ARISING FROM THE MINUTES:**

Nil.

**PUBLIC INQUIRIES AND PRESENTATIONS:**

a. **Mr. John Dube, Gold River Parent**

Mr. Dube attended the meeting to express his deep concern that his son's educational needs will not be met as he transitions to Gold River Secondary School next year, noting that his son requires specific individualized programming in curriculum, social skills and vocational/life needs. Mr. Dube asked for assurance this has son will have the opportunity to proceed with an academic/vocational program tailored to his needs and ability. Mr. Dube stated his expectation of at least the continuing of an Education Assistant and hopefully volunteers to ensure that his son has this important opportunity to develop adequate social and academic skills to succeed in life and vocation. Mr. Dube also asked what effort has been undertaken to replace the program that Mr. Levering instructed. His main concern is that his son may be lost, neglected or mismanaged in a regular classroom and he would do best working with a group of students with similar challenges.

The Superintendent/Secretary-Treasurer/Operations Supervisor stated that Mr. Dube's son would continue to be supported in developing social and academic skills at Gold River Secondary, following the same student support services philosophy/model that was in place for him at Ray Watkins. Mr. Levering's program has been phasing out over the past three years as the school has introduced the Junior Program to support all students making the transition from Ray Watkins to Gold River Secondary. The focus of the Junior Program is to assess the gifts and challenges that each student brings into GRSS in order to create a program that gives them the support they need, while allowing them to be independent in those areas where they are capable. Mr. Dube's son will be

fully assessed and placed into appropriate groupings for all his classes. The District is projecting 86 students at GRSS next year and, although the number of Education Assistants to be assigned next year at GRSS is still unknown, this year there are three. In School District 84, no students have an assigned Education Assistant. Education Assistants are assigned to classrooms and programs to work with and support all students. Sometimes a student requires a great deal of support and this can create the impression that they have their own assigned Education Assistant; however, this is not the case. At this time, the Board has budgeted for three Education Assistants at Gold River Secondary School but this may change based on enrollments and the need to balance supports between students in all schools in the District. Both Ray Watkins and Gold River Secondary have a high proportion of special needs students so there will be a number of special needs students both graduating from and coming into Gold River Secondary.

Mr. Dube asked why the Gold River Secondary School library is not open all day for students. The Superintendent/Secretary-Treasurer/Operations Supervisor explained that the Board has to make hard choices between programs and services based on its annual budget. The Board made a choice to put more resources into classrooms and student support services over the past few years and, unfortunately, this has meant less funding for some other services such as libraries.

b. **Mr. Phillip Parkes, Vice-Principal, Gold River Secondary School and Nootka Sound Outdoor Program (NSOP)**

Mr. Parkes shared an amazing video of a glimpse of the NSOP activities that have occurred over the years, and also provided an overview of this unique program. There are 20 NSOP overnight trips per year. It is a student tailored program, with students picking and choosing what they want. Students have unrestricted access to NSOP; whereas, in other districts, most outdoor programs have costs attached and tend to be for the elite. NSOP creates a dynamic learning culture in which students navigate, challenge themselves and grapple with the unknown. Students become self-reliant and learn hard skills and life skills through experience, which produces more meaningful and lasting learning. In the beginning, NSOP was for Grades 10-12 only but it created other experiences in the District for student learning including exchange trips (ZESS/Ottawa; GRSS/Ottawa, CMESS-GRSS/Ottawa) and trips to Italy and Costa Rica. Upcoming events include the Qualicum International Program and the Creston Exchange. The NSOP partners with teachers all over the District to offer outdoor education field trips to help enrich the student learning and connect theory experience. The goal is to increase teacher access to NSOP with the goal of enriching student learning through Outdoor/Experiential Education.

Several students from Gold River Secondary School attended the meeting to talk about their many experiences with NSOP, all of which were extremely positive and meaningful for them all.

c. **Brenda Gilman, Teacher Teaching On Call**

Ms. Gilman spoke about the importance of the highschool students being able to access the library while at school, and noted that the GRSS library is only open for one hour/day. She stated how fortunate students are in the Gold River Schools because there are well-established libraries with excellent resources. Ms. Gilman advocated for the students' freedom of access of information, as many students do not have computers, books, magazines, or newspapers at home. Mr. Johnson noted that the Ray Watkins Library is always open and students can sign out books themselves.

**CORRESPONDENCE:**

- Chair, SD5 (Southeast Kootenay)
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- Copy of Letter to BC School Trustees Association re Provincial Budget and the BCSTA Strategic Plan: Media/Communications
- Copy of Letter to All Boards of Education re Request to All Boards to Forward to SD5 Their Responses from Government re: Board Advocacy
- Copy of Letter to BC Premier, Minister of Finance and Government House Leader, and Minister of Education re Provincial Budget, SSCGFS, "Prosperity Fund" and Public Education Funding

- Chair, SD5 (Southeast Kootenay)
  - Chair, SD 28 (Quesnel)
  - Chair, SD69 (Qualicum)
  - BC School Trustees' Association
  - BCSTA
  - BCSTA
  - Chair, SD8 (Kootenay Lake)
  - BCSTA
  - BCSTA
  - BCSTA
  - Manitoba School Boards Association
  - BCSTA
  - BCSTA
  - BCSTA
  - BCSTA
  - BCSTA
  - BCSTA
  - Vancouver Island School Trustees' Association
  - VISTA
  - Katrina Kornylo, GRSS
  - BCSTA
- Copy of Letter to BCSTA re Request for Copies of Government Responses to BC Boards of Education Letters of Advocacy
  - Copy of Letter to Minister of Education to Convey Frustration and Displeasure Regarding the Downloading of Unfunded Costs to School Districts Within BC
  - Copy of Letter to Minister of Education re His Comment, "We constantly hear from a few groups that it (public education) is underfunded. Unfortunately when you hear this noise from a few groups all the time that is what people start to believe." .....
  - School Preservation Program
  - 2016 BCSTA Annual General Meeting Motions
  - Update to Trustees: MOE Operating Grants Announcement March 15, 2016
  - Copy of Letter to Minister of Education re Timeline for Implementation of the Grades 10-12 Redesigned Curriculum
  - April 2016 BCSTA Provincial Council Agenda Package
  - Reminder: BCSTA's 112<sup>th</sup> Annual General Meeting – Registration Closes Tuesday, March 29
  - CSBA Congress 2016: Registration is Now Open
  - CSBA Congress 2016 Registration is Open
  - BCSTA Update: A Summary of Bill 17: Local Elections Campaign Financing (Election Expenses) Amendment Act, 2016
  - BCSTA AGM 2016 – Ballot Info
  - The Education Leader: Issue 05 – Central Okanagan School District Trustee Spills on What It's been Like Being a New Trustee
  - BCSTA AGM 2016 – Ballot Info
  - BCSTA Update: BCSTA President Speaks Out About School Rankings in Media Release
  - Business Meeting Agenda, April 15, 2016
  - VISTA Branch Report to BCSTA 2015-2016
  - Regional Science Fair 2016 Results
  - Branch Reports

**2016:R-024**      MOVED: Trustee Pringle, SECONDED: Trustee Hanson  
AND RESOLVED:  
"TO receive the file the correspondence."

### **REPORT OF THE CLOSED MEETING:**

Chairperson Kennedy reported that the Board discussed four labour issues and one land issue, and agreed to provide \$500 towards a Zeballos School field trip to Vancouver.

### **TRUSTEE REPORTS:**

#### **a. School Reports**

Trustee Eastcott reported that the Farm to School Program has had a busy month. In addition to the regular meal program, Aubrey Stewart has taken over coordination of the remaining funds from the Harvesting an Education Grant received a few years ago. Aubrey has been busy in the school garden bed at the Community Garden preparing the bed for planting and also hosted a canning workshop on pressure canning soup and salmon. The Tahsis Literacy Society was also active in the school this month, sponsoring a Ukrainian Easter Egg workshop for the students and another one for community

members. Captain Meares received a surprise donation of \$500 towards the purchase of books for the school.

For Spirit Days, Captain Meares celebrated St. Patrick's Day with the traditional wearing of green, and also had a crazy hair/crazy hat day. Thanks to Mrs. Sanderson and Miss Ante for sponsoring these events. The elementary students have started their second round of swimming lessons, thanks to Jennifer Anderson who travels from Gold River to lifeguard at the pool and provide lessons. Students take 10 lessons, twice each week, until early May. A special thank you to PAC for providing funding for Mrs. Sanderson to purchase three acoustic guitars for the school, which will be available for students during lunch time as well as for special events throughout the year. PAC also hosted their annual Spring Bazaar this past weekend with about 20 tables of food, information and handicrafts.

Captain Meares is now busy getting ready to host guests from Quebec. Fifteen students will arrive in Tahsis on April 24<sup>th</sup> for a week of West Coast adventures and everyone is looking forward to this exciting end to their exchange experience.

On behalf of Trustee Alsop, Chairperson Kennedy reported that the Zeballos Primary class has taken advantage of the good weather and students are planting a variety of vegetable seeds in the community garden across the road. Mr. Christall, their teacher, has initiated discussions around creating a small garden on school property which would increase access, and alleviate safety concerns. The Elementary class was notified that they were picked to share the Green Games First Prize for their efforts in recycling with the use of worms to create compost. As part of the prize they will spend a night sleeping over at Science World and the evening will feature pizza and an OMNIMAX show. At the last Board meeting, this class had asked for help funding this trip and teacher, Mr. Nabbe, hopes to use the Board funding to help extend the length of the trip and include a stay at UBC and visits to museums, art galleries, and perhaps even the PNE. It is a great way to say thank you to the class for their consistent efforts on recycling. The High School classes were in the middle of hosting their exchange with Ottawa during last month's Board meeting, and they concluded the trip with a visit to the Big House and the U'mista Museum at Alert Bay. There were many hugs and tears on parting. The visitors wished they could have had more time exploring the Zeballos area. The bus break-down on Mount Washington turned out to be the highlight of the trip, as it brought people closer together and gave them a great story to tell.

Mr. Nabbe has also been working with a group of senior students at the Ehattesaht Fish Hatchery. The students caught female salmon in the fall, milked the eggs, incubated and cared for them through the winter, hatched and fed the fry, and are now ready to release the young fish back into the river from where the eggs were taken. As a result of this initiative, this group received a letter from the Office of the Lieutenant Governor inviting them to attend a 'Stewards of the Future Conference' in Prince George. They are now making plans with the Ehattesaht Band to send representatives.

Chairperson Kennedy reported that she, together with the Superintendent/Secretary-Treasurer/Operations Supervisor, were judges at the March 16<sup>th</sup> Science Fair at Gold River Secondary School. There was much enthusiasm amongst the participants, the judges and Mrs. Kornylo. There were about 30 entries, many were poster-like, some were backed with pictures and videos on ipads, and many had actual experiments for the judges to play with. The detail put into these projects was fantastic. One of the projects had been started in July of 2015 while others sadly had been put together the night before. As Chairperson Kennedy remarked, "The time, thought and effort exhibited by some of the students was just dandy. I do think the kids that put it together the night before or a couple of days before did get learning from the area they covered." This year, Mrs. Kornylo included the Grade 6 and 7 students and many parents were there to cheer them on. A big thanks to the Kornylo family for the time, the leadership and the enthusiasm they devote to the Science Fair each year.

Principal Deane Johnson was in the gallery and provided a report about Ray Watkins Elementary School. Last year, when he became the Principal, he sat down with Mr. Cobbe who said that the primary and intermediate classes were in good shape but more attention was needed for the Grade 6 and 7 classes which tended to keep Mr. Johnson busy with students being sent to the office. At about

this time last year, teachers met with Mr. Johnson to look at classroom composition and how to make things better for students. As a result, the Grade 6 and 7 'Adventure Class' was created for a group of students who had difficulty sitting in the classroom doing bookwork. These students are now learning in a variety of different ways, both indoors and out, and their Christmas play was centred around outdoor education and the tent that they built on the stage. Everyone is very pleased with the Adventure Class and the other class is also excelling because they are no longer getting distracted. They did very well in the Science Fair with their presentations.

**b. District Policy Review Committee Meeting**

The proposed Policy E.51, *Administering Medications to Students*, was changed to include wording regarding field trips, and was recommended for adoption. The proposed Policy E.52, *Physical Restraint and Seclusion*, was circulated with no feedback and was recommended for adoption.

**2016:R-025** MOVED: Trustee Pringle, SECONDED: Trustee Hanson  
AND RESOLVED:

*"TO adopt Policy E.51, Administering Medications to Students, as circulated and amended."*

**2016:R-026** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:

*"TO adopt Policy E.52, Physical Restraint and Seclusion, as circulated and amended."*

The Procedures Bylaw No. 1, Appeals Amendment Bylaw No. 2 and School Calendar Bylaw No. 3 were reviewed with no changes.

The District Policy Manual has now been reviewed in its entirety. The next meeting is expected to be in October 2016 – date to be announced.

**UNFINISHED BUSINESS:**

**a. Preliminary Budget 2016-2017**

The Superintendent/Secretary-Treasurer/Operations Supervisor reported that, as per the Board's direction, the preliminary budget for 2016-2017 is being developed using a moderate approach towards an approximate \$500,000 unallocated surplus. If the District realizes the projected enrollment and a strong surplus from 2015-2016, the budget should be able to include all of the proposed programs and initiatives for next year. The Assistant Secretary-Treasurer will prepare the paperwork for the Board's debate at the May meeting in Kyuquot.

**b. School Calendar 2016-2017**

The calendar was passed at the last Board meeting and is now being sent to the Ministry for approval. If approved, it will be circulated before the end of April. Discussions are underway with the VIWTU around the Letter of Understanding for the Collective Agreement, which should be completed soon.

**NEW BUSINESS:**

**a. Commencement Ceremonies**

This year's commencement ceremonies are scheduled as follows:

- Captain Meares Elementary Secondary School – June 4, 2 pm
- Gold River Secondary School – June 4, 3 pm
- Zeballos Elementary Secondary School – June 16, time TBA

**b. VIWTU Request for Funding Support re New Teacher Conference**

**2016:R-027** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:

*"TO table this request until more information is provided by the VIWTU."*

**SUPERINTENDENT/SECRETARY-TREASURER/OPERATIONS SUPERVISOR'S REPORT:**

a. **Enrollment Report**

As of April 7, 2016, there were 392 students registered (which includes 46 Continuing Education students), equalling 346 school-age students. These numbers support the projected 370 FTE for next year.

b. **Operations Report**

There are many work orders to complete with the largest projects being the roof repair at Kyuquot School, the old Zeballos School demolition, a new roof for Captain Meares School, a new playground for Kyuquot School, a new teacherage roof in Kyuquot, new stairs for Gold River Secondary School, and the hope that work might commence on new teacherages in Zeballos.

c. **Financial Warrants Update**

As at March 31, 2016, nine months or 75.0% of the 2015/16 fiscal year, and seven months or 70.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2015/16 Amended Budget amounts based on the final September 30, 2015 enrolment for 2015/16.

At the end of June 30, 2015 the District had an Operating surplus of \$1,035,000 carried forward from 2014/15 to 2015/16, of which \$634,000 has been allocated, and \$401,000 is unallocated. To the end of March 2016, \$3,686,000 or 71.3% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted.

To the end of March 2016, \$2,017,000 or 76.2% of the 2015/16 school year (LEA) Local Education Agreement has been recorded. The 2015/16 LEA funding will be adjusted based on the actual 2015/16 nominal roll funding data in the Spring 2016. To the end of March 2016, the total salaries and benefits expenditure is trending slightly to a surplus on a prorated budget for the school year. The budget amounts shown are based on the Amended Budget that was approved in February 2016.

To the end of March 2016, service/supplies expenditures are meeting budget amounts on a prorated budget basis. At this time, the service/supplies are trending favorably for the school year. In total, expenditures to the end of March 2016 are in a small surplus of \$362,000 or 6.1% on a prorated basis.

Note: For this finance warrant, the expenditures are estimated to be understated by approximately \$150,000 due to expenditures not being recorded for March due mainly to Spring Break. Purchase Cards expenses for the month of March have not been recorded and some vendor invoices have not been received nor processed, due to the early writing of this finance warrant. Based on strictly actual revenues less actual expenditures, the School District is recording a small surplus of approximately \$237,000 for the year to the end of March 2016. With appropriated surplus of \$634,000 included in the actual analysis, the March 2016 actual can be restated with as a surplus balance of \$871,000.

At the end of the 2014/15 fiscal year, the Annual Facilities Grant (AFG) had a surplus of \$345,000 being brought forward to 2015/16. To the end of March 2016, the AFG has a surplus of approximately \$657,000 remaining of which approximately \$500,000 is being committed to repair the roof at Captain Meares School in the summer of 2016.

To date, \$98,000 of expenditures has been incurred to the end of March 2016. Major expenditures incurred in AFG are:

- \$7,000 for the Ministry CAMS (Capital Asset Management System)
- \$36,000 for the Ministry Next Generation PLNet system
- \$37,000 for various building renovations
- \$18,000 staff salary and benefits charged to AFG

Future major AFG projects include:

- continue with lighting fixture upgrades
- interior painting
- fencing
- floor replacement
- refurbishment of teacherages (employee housing) at Zeballos
- roof repair and insulation of roof at Captain Meares

To the end of March 2016, \$248,000 of fund remains on the ZESS Replacement School capital project. This balance is to be used for the demolition of the old school, currently in progress (which should be completed in the summer of 2016), and land preparation for the teacherages (employee housing) move and replacement.

d. **Student Teachers**

There are currently three student teachers are Ray Watkins and one at Gold River Secondary. Seven secondary student teachers from UBC are arriving on April 25<sup>th</sup> from UBC for three weeks, with a group of elementary student teachers arriving on June 8<sup>th</sup> for three weeks. This District actively pursues student teachers with the hope that they will want to eventually teach here. Although student teachers do not get paid, the District does provide some assistance with housing.

**TRUSTEE INQUIRIES:**

Nil.

**PRESS AND PUBLIC INQUIRIES:**

Nil.

**NOTICE OF MEETINGS:**

The next public meeting of the Board of Education will be held on Monday, May 9, 2016, at 4 pm, at Kyuquot Elementary Secondary School. Any requests for additions to the agenda should be forwarded to the School Board Office two weeks prior to the meeting. Other important dates include the Potlatch at Zeballos School on May 26-27, and Kyuquot School's 30<sup>th</sup> anniversary on June 9<sup>th</sup>.

**ADJOURNMENT:**

Chairperson Kennedy declared the meeting adjourned at 8:50 pm.