



**REGULAR MEETING OF THE BOARD OF EDUCATION  
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,  
HELD ON TUESDAY, FEBRUARY 14, 2017  
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

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

**ALSO PRESENT:** Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor  
Sheldon Lee, Assistant Secretary-Treasurer  
Annie James, Human Resources Administrator/Recorder  
Four Staff Members

**CALL TO ORDER:**

Chairperson Kennedy called the meeting to order at 4:00 pm.

**APPROVAL OF AGENDA:**

**2017:R-007** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:  
*"TO approve the agenda."*

**ADOPTION OF MINUTES:**

**2017:R-008** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:  
*"TO adopt the minutes of the Regular Board Meeting of January 9, 2017."*

**BUSINESS ARISING FROM THE MINUTES:**

Nil.

**PUBLIC INQUIRIES AND PRESENTATIONS:**

**a. Retirement Presentation to Ed McCormack, Computer Technician 1**



On behalf of the Board, Chairperson Kennedy congratulated Mr. McCormack on his retirement and expressed sincere appreciation for the service that he has provided to the District as Computer Technician 1. Mr. McCormack has always presented a very friendly, patient and helpful approach to everyone, and has logged many a mile around the District to ensure that the technology is in good working order.

Mr. McCormack was presented with an engraved watch and plaque as a token of recognition and appreciation for his valuable work with students, staff and parents over the past 16 years. Mr. McCormack's name has also been added to the Plaque of Honour displayed in the School Board Office.

### **CORRESPONDENCE:**

- Chair, SD19 (Revelstoke) Copy of Letter to Minister of Finance re BC School Trustees Association Letter of November 25, 2016
- Chair, SD27 (Cariboo-Chilcotin) Copy of Letter to Minister of Finance re Expectations for Funding Continuation and Outstanding Requests in Budget 2017
- Chair, SD5 (Southeast Kootenay) Copy of Letter to Parliamentary Secretary re Request for Input Regarding the Rural Education Review Process
- Board of Directors, BC Confederation of Parent Advisory Councils Copy of Letter to BC School Trustees Association President, re BCCPAC Resignation Announcement – John Bird
- BC School Trustees Association First Reminder – Upcoming Motion Deadlines to BCSTA's 113<sup>th</sup> Annual General Meeting
- Assistant Deputy Minister, Ministry of Education Allocation, Method and Timing of Funding - First Step in Responding to the Decision from the Supreme Court of Canada re Restored Collective Agreement Language
- Assistant Deputy Minister, Ministry of Education Dates and Times of Regional Meetings to Review Rural Education
- BCSTA BCSTA Registration Opening Announcement – Provincial Council and Committee Meetings
- Weir-Jones Engineering Consultants Ltd. Weir-Jones Vibration-Sending Technologies
- BC Public School Employers' Association BCPSEA AGM Fourth Notice and Late Submission of Proposed Resolutions
- BCSTA CSBA Congress and National Trustee Gathering on Aboriginal Education Registration, July 5-8, 2017
- BCPSEA BCPSEA 23<sup>rd</sup> Annual General Meeting
- President, BCSTA Happy New Year, and Upcoming CSBA Congress and NTGAE
- BCSTA Second Reminder: Upcoming Motion Deadlines to BCSTA's 113 Annual General Meeting
- BCPSEA Conference Report: Annual General Meeting
- BCSTA Key Action 2: Take Action and Put a Spotlight on Public Education
- BCSTA Boards Making a Difference: Issue 15 – New Ladysmith Secondary Course Introduces Youth to First Nations Culture

**2017:R-009** MOVED: Trustee Pringle, SECONDED: Trustee Eastcott  
AND RESOLVED:  
*"TO receive and file the correspondence."*

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

Chairperson Kennedy reported that the Board discussed three labour issues and two land issues.

### **TRUSTEE REPORTS:**

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

Trustee Eastcott reported on a quiet month at Captain Meares School. The staff and students have been working hard in their classrooms and getting accustomed to the new schedule. Mrs. Ante began her maternity leave just before the Christmas Break and many of the classes have been reconfigured to account for the reduction in teaching staff. Congratulations to Mrs. Ante who had a baby girl on January 4<sup>th</sup> - Jasmine Isabelle Ante.

Captain Meares continues to receive excellent support from the community. The Tahsis Literacy Society made a donation of \$500 towards new books for the library, which will soon be in circulation. Two donations were received for the meal programs – \$500 from the Tahsis Literacy Society towards the Breakfast Club, and \$600 from Nootka Sound Timber Company towards the Farm to School Lunch

Program. The donations were much appreciated and both programs are very popular with students and families. 'Farm to School' celebrated the Chinese New Year with Won Ton Soup and Asian vegetables, and is doing an excellent job of introducing the students to a wide range of new foods.

Two Grade 11 girls travelled to Vancouver this month to participate in a day-long introduction to engineering at UBC. The girls learned about the different fields and careers in engineering and even got to try out a few hands-on activities. They came home with small objects that they designed and then printed on a 3-D printer. Last week, the Tahsis Literacy Society sponsored a Lego Building Contest and provided buckets of Lego for students to create unique structures within a one-hour limit. All students participated, and built an impressive range of creations from monsters to space stations to a pipe organ.

Three students from Tahsis will be joining the Zeballos Continuing Education class to take a dual-credit course in Early Childhood Education from North Island College. The students were in Zeballos on Thursday evening and Friday for the start of the course and will join in for the next six weeks via videoconference. There will be another two-day wrap-up at Zeballos School to complete this two-credit course.

In closing, Trustee Eastcott reported that everyone was excited to have Mrs. Sanderson back for a few days this month. Mrs. Sanderson spends most of her time in Victoria, but came in as a TTOC during a trip to Tahsis. Mango the bearded dragon even made an appearance!

Chairperson Kennedy reported on the January 25<sup>th</sup> PAC meeting. Fundraising is going very well and PAC is still looking into changing the hallway drinking fountain into a water bottle filling station, with the approximate cost being around \$2000. Principal Johnson reported that 14 students will be graduating this year. The addition of Ken Lees to the staff has been very positive and he is teaching six out of eight blocks, handling student discipline as well as working one-on-one with several students. The basketball team, made up of Grade 8-11 students, is doing well even though many star players graduated last year. This spring, a group of GRSS students will travel to Ontario to enjoy a week of activities with Hamilton students, who will in turn visit Gold River from May 29-June 4, to experience life here! It will be an exciting time for everyone. The trip to France is a go, with the GRSS ambassadors going to promote School District 84. The ambassadors were picked from students who had worked with the NSOP and those that had taken international students into their homes, as well as volunteering within the community.

All GRSS students wrote the Grade 12 provincial exam in January. The wrestling team is up and running with three boys, coached by Vice-Principal Lees. There is interest in starting a theatre program likely in the next school year and Mrs. Stratton has been in conversation with the Chemainus and Raincoast Theatre with hopes of possibly having a small performance by the Grade 8 and 9 students in June. The basketball jamboree will be held on March 2-3 in Gold River with all schools participating. PAC will provide a delicious dinner on Friday evening and the grad class will be hosting a concession. The Science Fair is scheduled for March 9<sup>th</sup>. Last but not least, SLG will be starting up again in September, with the help of Vice-Principal Lees. The next PAC meeting is scheduled for February 22<sup>nd</sup>.

Chairperson Kennedy was also pleased to report that there is now a PAC at Ray Watkins Elementary School with 12 parents attending, and interest in having Nisaika Kum'tuks parents becoming involved in PAC as well.

Trustee Alsop reported that the Zeballos highschool students received their Term 2 report cards at a school-wide Open House last week. A potluck meal was enjoyed by a crowd of over 60 adults and students. Parents visited teachers in their classrooms and viewed examples of student work. Four students will be graduating this year: Micheal Brawn and Cassidy Miller will receive full Dogwoods, and Robin Harry and Felix Michael will receive Adult Dogwoods. Commencement ceremonies will be held on June 15<sup>th</sup>.

The Grades 3-7 students went on a NSOP ski trip to Mount Cain in January and the highschool students are going on the NSOP trip to Mount Washington, following by the Career Fair at North Island College.

The Community Consultation was well attended. Parents and staff voiced concerns about bullying in the community and the school and a follow-up parent meeting is scheduled for this month, just before Pink Shirt Day. The Pathways Program is proceeding as Sheila John and Celina Charleson interview students and make connections between families and the school. The emphasis on fine arts in the new curriculum is being noticed in the junior high with Adam Barber and Celina encouraging student work in their new sketch books. Basketball enthusiasts are practicing for the Basketball Jamboree which is fast approaching – and everyone is hoping for a bit of sunshine so they can get outdoors once again!

**b. Working Relations Committee Report**

A meeting was held on January 16<sup>th</sup>. Regular business included policy review and violent incident reports review. Unfinished business included discussion on the teacher handbook, the Teacher In Charge job description, the process for TTOC callout, and the recording of sick leave on pay stubs. New business included the upcoming Community Consultation meetings, the school calendar for 2017/18 and 2018/19 and tracking of TTOC experience.

**c. BC Public School Employers’ Association Annual General Meeting Report**

Chairperson Kennedy attended the recent meeting on behalf of School District 84. The first speaker, Michael Marchbank (public administrator) spoke of the difficulties of recruiting staff to remote and rural areas in BC. CEO Renzo Del Negro focussed on the upcoming 2019 teacher bargaining, stating that bargaining will start next year. Deputy Minister of Education, Dave Byng, spoke about the \$5.1 billion operating budget for the 1700 BC schools, and how he would like to see more help for regular students in the classroom. Mr. Eric Harris, QC, Harris Workplace Law & Advocacy, spoke about special needs designations and trying to have only three special needs students per classroom. In 2001, 33.4% of students were special needs and in 2016, this had raised to 65.9%. In 2001, 77% of students were ELL and in 2016, 86.2%. He also reported that 22 districts have no composition language in place. A roundtable discussion was held to discuss the last round of bargaining – what worked well and what did not. A point brought to everyone’s attention was that the Supreme Court decision, not the policy, was found “not to be constitutionally sound”.

**d. Enhancement Agreement Meeting**

The meeting has been postponed to March 14<sup>th</sup>.

**UNFINISHED BUSINESS:**

**a. Spring Community Consultation Meetings**

Results from the Community Consultation meetings are as follows:

Community	Date	Attendance	Themes	Calendar Input
Nanaimo	January 30	15	<ul style="list-style-type: none"> <li>· More hours at Tsawalk</li> <li>· Outdoor Programs</li> <li>· Aboriginal Education</li> </ul>	Seven forms for 9 Day/2 Week
Gold River	January 31	5	<ul style="list-style-type: none"> <li>· Literacy Support</li> <li>· Curriculum Support</li> </ul>	One form for Standard Calendar
Kyuquot	February 6	9	<ul style="list-style-type: none"> <li>· Aboriginal Language/Culture Support</li> <li>· Special Ed</li> <li>· Hand-on Learning</li> <li>· Post-Secondary</li> </ul>	Four forms for 9 Day/2 Week; One form for Standard Calendar
Zeballos	February 7	18	<ul style="list-style-type: none"> <li>· Bullying</li> <li>· Life Skills and Work Experience</li> <li>· Wellness</li> </ul>	Three forms for 9 Day/2 Week
Tahsis	February 8	21	<ul style="list-style-type: none"> <li>· Staffing</li> <li>· Special Ed</li> </ul>	Three forms for 9 Day/2 Week

Overall, the Community Consultations were well attended and people were generally accepting of the issues the Board will face with uncertain and uneven student enrollment (revenue) and increasing cost pressures especially with the unknowns around the restored contract language (expenses).

b. **School Calendar 2017-2018**

**2017:R-010** MOVED: Trustee Pringle, SECONDED: Trustee Alsop  
AND RESOLVED:

*“TO circulate the nine-day fortnight/two-week Spring Break Calendar for official feedback.”*

**NEW BUSINESS:**

a. **Restored Collective Agreement Language**

The Supreme Court decision concluded the 15-year battle between the BC Teachers' Federation and the Provincial Government and it is hopeful that the parties will now come up with a sensible way of dealing with the restored language - which is now very outdated – and that it will be fully funded by the Government.

b. **Graduation Rates Update**

The Superintendent/Secretary-Treasurer reported that the grad rates in School District 84 fluctuate a fair bit. The District had 27 students in their fifth year after registering in Grade 8 somewhere in the Province. The Ministry tracks six-year grad rates and, of those 27 students, 12 finished in five years and 15 did not. The Ministry produced a report, posted in January, to indicate which SD84 students might have graduated last year but did not, and expect to graduate this year within the six-year graduation time. Of those 15 remaining, one had actually graduated so that paperwork was completed, one was on an Evergreen Certificate Program and one is unable to graduate with a Dogwood. Of the 13 remaining, eight are on track to finish this year; two are on track to finish either this year or next and one is definitely on track to graduate within the next two years. There were only two students who dropped out of school and one of them works in the construction industry in Campbell River and one of them is at home and has been invited to return to school but is not interested. There are five Tsawalk students who now come on as Year Six students and, although it is unknown whether they will finish this year, it is hoped they will stay connected with school so will be successes in the end. The grad rate will result in between 60-80% and, although consistently around 80%, it is better to have a lower grad rate and actually be educating students rather than not taking them on because it might lower the overall grad rate. The SD84 employees go out of their way to encourage students' success at school and are keeping track of each student so that, hopefully, each one will graduate and move on to the next phase of their lives.

c. **Regional Meeting to Review Rural Education**

The Ministry of Education is hosting regional meetings to seek input from stakeholders, including but not limited to parents, the public, school district staff, Boards of Education, partner organizations, and local governments. The Island meeting is scheduled for February 17<sup>th</sup> in Courtenay.

d. **District Basketball Team's Success**

The GRSS Basketball Team has qualified for the North Island Championships after beating the team that had beat them three times! Although the GRSS budget can manage this travel expense, the team members might feel honoured if the Board provided some funds without having to be asked (the students are all very involved in fundraising for so many activities this year such as the Ontario exchange, the NSOP trip to France, grad, Minor Hockey, etc.). The District has had a long-standing commitment to providing students with co-curricular and extra-curricular activities at no additional cost other than to buy their own snacks while on the road – which will still place financial pressure on families. It is something to be aware of when taking into consideration the types and number of trips planned for the school year.

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

a. **Enrollment Report**

The District's enrollment is holding at 428 students, including Continuing Education. Tsawalk has now grown to 54 students.

c. **Operations Report**

The Superintendent/Secretary-Treasurer is working on a long-range (10-year) facility plan as some of the facilities are quite old and some are well under-capacity for the enrollments. A new dust collection system will be installed in Gold River Secondary School over the next two months, with the first site visit tomorrow. A new boiler system is also going into Gold River Secondary in the Spring, still to be tendered. Vancouver Island Regional Library will be tendering its renovation contract for Captain Meares and hopes to be moved in by late Spring. The Village of Tahsis has also expressed interest in moving its daycare centre into Captain Meares' elementary wing. Custodial training has been scheduled for February 17<sup>th</sup> with all Gold River custodial staff taking part. There are also two engineers providing heating control training to the Maintenance and Technology Department and to ensure that all controls are optimally set.

d. **Finance Warrants**

As at January 31, 2017, seven months or 58.3% of the 2016/17 fiscal year, and four months or 50.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2016/17 Amended (Final) Budget amounts based on the September 30, 2016 actual enrolment for 2016/17.

Year to date revenue and expenses to the end of January 2017 is trending appropriately and within the total budget for the School District. At the end of June 30, 2016, the District had an Operating surplus of \$1,092,000 carried forward from 2015/16 to 2016/17, of which \$693,000 has been allocated and \$399,000 is unallocated. To the end of January 2017, \$3,020,000 or 52.4% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted.

To the end of January 2017, \$1,534,000 or 50.7% of the 2016/17 school year (LEA) Local Education Agreement has been recorded. At this time, the School District is awaiting the final nominal roll from INAC to reconcile the LEA billing for the balance of the school year.

To the end of January 2017, the total salaries and benefits expenditure is trending slightly to a surplus amount \$246,000 based on a prorated budget for the school year. The budget amounts shown are based on the Amended (Final) Budget that was approved in January 2017. To the end of January 2017, service/supplies expenditures are in a small deficit amount of \$80,000 on a prorated budget basis. In total, expenditures to the end of January 2017 are in a small surplus of \$166,000 or 3.5% on a prorated basis. Note: For this finance warrant, the expenditures are estimated to be understated by approximately \$100,000 due to service/supplies expenditures and purchase cards expenditures not being recorded for January that has 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 \$80,000 for the year to the end of January 2017. With appropriated surplus of \$692,000 included in the actual analysis, the January 2017 actual can be restated with as a surplus balance of \$772,000.

At the end of the 2015/16 fiscal year, the Annual Facility Grant (AFG) had a surplus of \$589,000 brought forward to 2016/17. To the end of January 2017, the AFG has a surplus of approximately \$42,000 remaining. To date, \$786,000 of expenditures has been incurred to the end of January 2017. Major expenditures incurred in AFG are:

- \$18,000 for Salary and Benefit charge-out from Operating;
- \$20,000 for Ministry NGN upgrade;

- \$11,000 for development of Capital Plan and Long Range Facilities Plan;
- \$624,000 for the CMESS Roofing;
- \$63,000 for KESS Playground Equipment;
- \$50,000 for various LED lighting upgrades.

Future major AFG and Capital projects include:

- continue with LED lighting fixture upgrades;
- refurbishment of teacherages (employee housing) at Zeballos;
- Dust collection system at GRSS wood shop;
- Boiler upgrade at GRSS from diesel fuel to wood pellet.

To the end of January 2017, \$111,000 of funds is remaining on the ZESS Replacement School capital project. The District is seeking approval from the Ministry to utilize this balance to be used for the GRSS Boiler upgrade.

#### **TRUSTEE INQUIRIES:**

Chairperson Kennedy noted that the younger students at Ray Watkins Elementary School sometimes attend the Vancouver Island Regional Library where the Librarian will read to them, and she asked if this will happen in Tahsis when the Regional Library moves into Captain Meares School. The Superintendent/Secretary-Treasurer stated that the hours will not be exactly aligned to the school day but the students will certainly have access to the Library at times during the week.

#### **PRESS AND PUBLIC INQUIRIES:**

Nil.

#### **NOTICE OF MEETINGS:**

The next public meeting of the Board of Education will be held on Monday, March 13, 2017, at 4 pm in Zeballos Elementary Secondary School. The public is invited to attend. Any requests for additions to the agenda should be forwarded to the School Board Office two weeks prior to the meeting. Note: Board meeting minutes are posted on the District's website at <http://www.sd84.bc.ca/board-meetings-school-district-84>.

#### **ADJOURNMENT:**

Chairperson Kennedy declared the meeting adjourned at 4:55 pm.