



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, NOVEMBER 13, 2017
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

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

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor
Annie James, Associate Director of Human Resources/Recorder
One Member of the Public

CALL TO ORDER:

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

APPROVAL OF AGENDA:

2017:R-041 MOVED: Trustee Pringle, SECONDED: Trustee Hanson
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2017:R-042 MOVED: Trustee Pringle, SECONDED: Trustee Eastcott
AND RESOLVED:
"TO approve the minutes of the Regular Meeting of October 10, 2017."

PUBLIC INQUIRIES AND PRESENTATIONS:

a. French Exchange Students – Gold River Secondary School

Vice-Principal Phillip Parkes has facilitated a French Exchange Program for Gold River Secondary School as part of the Nootka Sound Outdoor Program (NSOP). Mr. Parkes, together with the GRSS exchange students, provided a very interesting and informative presentation about the French exchange students' recent stay in Gold River. The students came from Lyon, France to experience the many varied and exciting outdoor opportunities that the District's NSOP students enjoy on a regular basis – kayaking, canoeing, caving, hiking, local sports, a trip to Friendly Cove, swimming with the salmon, etc. They attended Gold River Secondary School during the day and very much enjoyed their new 'Gold River lifestyle' of being able to walk everywhere and enjoy the outdoors, the evening socials, and fun with their host families. Strong bonds of friendship were developed, and it was a sad day when the students had to return to France.

Mr. Parkes proudly commended this group of Gold River students, who have worked together to plan every detail required for a successful student exchange program. These friendly, mature and confident students are wonderful ambassadors for School District 84! They have been successful in obtaining grants and have been working hard to raise funds for their trip to France – but if they are a little short – hope that the Board will consider providing some financial support towards this excellent learning experience. Mr. Parkes also noted that he has since received glowing feedback from the French organizers, parents and student participants, and stated that more exchange programs are anticipated into the future.

The Gold River Secondary School exchange students - 10 in total - will travel to Paris, Lyon and other small cities and villages in mid-March through to mid-April and are looking forward to the opportunity of staying with host families there, and getting back together with their friends.

CORRESPONDENCE:

- BC School Trustees Association
- President, Vancouver Island School Trustees' Association
- President, VISTA
- BC Teachers' Federation
- BCSTA
- Sector Resourcing and Service Delivery Branch, Ministry of Education
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- VISTA
- Office of the Ombudsperson
- BCSTA
- Ray Watkins School
- The Education Leader: Issue 16
- Copy of Letter to Minister of Education, re Minister Fleming's Attendance at the Spring VISTA Conference in Victoria, March 2-3, 2018
- Copy of Letter to Representative for Children and Youth, BC, Expressing Appreciation for Mr. Richard's Presentation at the Fall VISTA Conference
- A Brief to the Select Standing Committee on Finance and Government Services
- BCSTA Weekly: Trustee Academy Program, FSA Results and Ranking Schools, SD Submissions to the SSCOFGS, Branch Meeting Dates
- Rural Education Enhancement Fund 2018/19 – Application Process, Criteria and Timeline
- BCSTA Provincial Council Agenda Package
- Boards Chairs Meeting October 26, 2017 – Agenda and Final Details
- BCSTA Weekly: Update on Academy Speakers, Webcast of BCSTA Issues Forum at PC, BCSTA is Hiring, Happy Diwali!
- BCSTA Weekly: Trustee Academy Speakers, Trustee Remuneration, BCSTA Issues Forum at PC, Important Dates, BCSTA is Hiring
- The Education Leader: Issues 17 – Honouring Our Principals and Vice-Principals, Trustee Academy Concurrent Sessions
- BCSTA Update – Phone Service Interruptions
- BCSTA Weekly: Meet Academy-s Opening Keynote Panel, Election Campaign Financing, Survey Deadline Reminder, Letters from Boards of Education, Important Dates
- VISTA Business Meeting Agenda at Trustee Academy – November 25, 2017
- 2016/17 Annual Report
- BCSTA Weekly: Academy Registration Closes Tomorrow, Guess the Movie – Win a Prize, Advocacy Update, Letters from Boards of Education, Free CRA Webinar
- November Newsletter

2017:R-043 MOVED: Trustee Pringle, SECONDED: Trustee Hanson
AND RESOLVED:
 "TO receive and file the correspondence."

REPORT OF THE CLOSED MEETING:

Chairperson Kennedy reported on the discussion of two land issues and two labour issues.

SCHOOL REPORTS:

a. School Reports

Trustee Eastcott reported on two very busy months for Captain Meares and Esperanza Schools. A special welcome to Miss Brooke Jones who has been hired to be the new Outdoor Education Program Teacher and everyone is very excited to work with her in all of her capacities. The Grade 7-12 students attended We Day in Vancouver on October 17-19 with chaperones Principal Baron and Allison Stiglitz. As always, We Day made a great social impact on the students, and the field trip also included a trip to Pacific Center Mall, and a group movie which was enjoyed by all. In Tahsis on October 19, the elementary school students participated in the Great BC Shakeout. The earthquake drill went very well and all the students were comfortable with the procedures.

A well-attended CMESS PAC meeting was held on October 25 and many initiatives were discussed including upcoming fundraising opportunities including the current annual "Purdy's Chocolate"

fundraiser. PAC is also participating in the “Fresh to You” fundraiser for the second year in a row, which allows community members to buy a “bundle” of fresh seasonal vegetables and have it delivered to their door. The fundraiser is a great way to promote healthy food choices while making 40% profit for the school.

On October 26, the school had a performance by Ache Brasil, a Brazilian dance/music group. Students and community members alike loved the performance, and the high school students and Principal Baron provided refreshments which included fresh baked Brazilian muffins! On October 28, members of the CMESS PAC accompanied by Principal Baron and Village Emergency Preparedness Coordinator Graham Bosecker, walked up to the “Evacuation Container” and took an inventory of supplies etc. The container, placed many years ago by CMESS PAC, is in a forested area behind the school, above the Tsunami Evacuation Safe Zone, and holds emergency supplies in the event that the school needs to evacuate. PAC will be updating and adding supplies in the near future with help from the Village of Tahsis Emergency Social Services.

Captain Meares School enjoyed the usual Halloween festivities on October 31st, with students in costumes and the afternoon reserved for pumpkin carving! With pumpkins provided by the PAC, each student carved their own pumpkin to take home and use in their Halloween displays.

On November 2, CMESS hosted the District Volleyball tournament. Teams from all schools arrived ready to play the round robin tournament. It was a fun day filled with healthy competition that saw KESS and CMESS in the final game, with CMESS winning overall! Congratulations to all players for good sportsmanship and giving 100%, and an extra big thank you to all the chaperones and volunteers for helping to make this event fantastic.

A CMESS/EESS Remembrance Day ceremony was held on November 9 with students, staff, parents, the Junior Rangers, and local veterans Frank Collins and Charles St. Denis in attendance. The assembly went very well, with poems being read by students of EESS, speeches by local veterans, and songs sung by Principal Baron, Ashley Brigg, and the CMESS/EESS students.

Upcoming events include Picture Day on November 15, the annual PAC Christmas Bazaar on November 26 and the Christmas Concert on December 13th.

Chairperson Kennedy reported on the recent PAC meeting at Gold River Secondary School. Mr. Kornylo provided new account budget sheets which give a clear picture of the PAC financials. Mrs. Lauzon is organizing a theatre production, “The Wizard of Oz”, which will be presented in Term Four. The water bottle filling station has been ordered, to replace the fountain in the hallway. Principal Johnson reported on an increased enrollment and more international students to come! This year starts the 50th anniversary of GRSS and PAC will be putting out feelers via Facebook and the Daily Gold to see what type of interest people have (a few of the original graduates are in Gold River). Mr. Lees has SLG up and running with intramurals as well as giving support to the Halloween activities. On October 30th, the grads hosted a Halloween party with a cake walk bringing in \$400 and a dance at \$200 – and thank you to all who participated. A chess club is up and running through the lunch hour, and Mrs. Kornylo is looking into the possibility of taking the drama students to some of the GP Vanier productions in Courtenay – and perhaps the Vanier students could come to Gold River to provide some training. At the Vancouver Island School Trustees Association Fall Conference, trustees were entertained by the GP Vanier performing arts students and teacher, Lori Mazey, and they are truly an amazing group! Ms. Andrea Cross from the Chemainus Theatre will be visiting Gold River Secondary School to provide acting workshops for students. The students are already planning for Christmas activities, and more news will be available at the next PAC meeting scheduled for December 6th.

b. Working Relations Committee Report

The Committee met on November 6th and discussed the recent Policy Review Committee’s meeting when Policies A and B were reviewed and a housekeeping change made to Policy B.11, “Disposal of Surplus Materials and Equipment” to add “*Any items disposed of, valued at \$500 or greater, will be reported on the next public Board meeting.*” Under ‘Violent Incident Reports Review’, there were three incidents reported and the President will follow up with the teachers involved. The Committee discussed the challenges this year of recruiting new teachers and TTOCs to the District, and the

VIWTU President spoke of the importance of getting the message out to upcoming grads about what makes SD84 attractive, recruiting for more Persons on Call, and recruiting in person at the universities – also noting that SD84 offers \$500 per TTOC for pro-d as well as \$1100 plus travel for pro-d for teachers – which is better than many districts. The WRC also discussed the lack of TTOCs in the District and how classes are covered when TTOCs/POCs are unavailable. The meeting concluded with a discussion of remedy and the VIWTU President that he has met with the Superintendent and District Principal on several occasions to discuss remedy and noted, in talking to other presidents of other locals, remedy seems to be going really well in SD84. The next meeting of the Working Relations Committee will be held on December 4, 2017.

c. **Ministry of Education-BCSTA Partner Liaison Meeting**

Chairperson Kennedy reported that the meeting started with opening remarks from Sherri Bell (President of Camosun College) and a welcome from BCSTA President, Gordon Swan. Discussions addressed vision and Ministry priorities – FSAs, child care and early learning; improving student outcomes – keeping track of students throughout their school years, gathering too much or too little data; fostering strong leadership in support of students' success – accessibility and approachability for students and education; and, input regarding funding for public education. The meeting concluded with a question and answer period, and closing remarks.

d. **BCSTA Meeting of Board Chairs**

BCSTA President Gordon Swan opened the meeting and provided an overview of the Partner Liaison meeting, held the day prior. Therese Michelson spoke on media relations and interview training and how to talk to the press. Natural disaster response planning was discussed, as a result of some tough lessons learned with the summer wildfires. An important lesson about disasters is that individuals could be without help for several days or weeks – and are school districts ready for a disaster? What information or resources would be helpful for the district? Many opinions were voiced on the results of FSAs and many feel it is a source to rank schools and, in many cases, parents like to know the results. The afternoon provided open forum discussions on legalized cannabis, local elections for trustees, and children in care and education which is a topic of great concern. The day ended with closing remarks from Gordon Swan.

e. **District Policy Review Committee Meeting**

The Committee met on November 13, 2017 and reviewed Sections C and D policies. The Superintendent/Secretary-Treasurer recommended that Policy C.4, *Community Use of School Buses*, be changed to specify that the driver will be a properly licensed School District 84 employee which is a requirement in order to be insured for the \$1 million deductible which is paid for by the School Protection Program. Although the driver can be a volunteer, he/she must be a SD84 employee.

2017:R-044 MOVED: Trustee Pringle, SECONDED: Trustee Eastcott
AND RESOLVED:

“NOTICE of motion to amend Policy C.4, Community Use of School Buses”.

The proposed amendment will be circulated for input prior to final approval. Also, a housekeeping change will be made to Policy D.7, *Administrative Structure*, to update the organizational chart.

UNFINISHED BUSINESS:

a. **Community Consultation Meetings**

The last of the Fall community consultation meetings will be held on November 13, 2017, at 5 pm, in the School Board Office. Other than Gold River, public meetings have taken place in all of the District's communities and have been well-attended.

NEW BUSINESS:

a. **Election of Board Chairperson**

Chairperson Kennedy stepped down from the chair, and the Superintendent/Secretary-Treasurer called for nominations for Board Chairperson. Trustee Kennedy nominated Trustee Hanson, who accepted the nomination. After calling three times for nominations, Trustee Hanson was acclaimed Board Chairperson.

Chairperson Hanson called for nominations for Board Vice-Chairperson and Trustee Pringle nominated Trustee Kennedy, who accepted the nomination. After calling three times for nominations, Trustee Kennedy was acclaimed Board Vice-Chairperson.

b. **Request for Funding Support – Fire Prevention Officers’ Association of BC**

The Board considered a request from the Fire Prevention Officers’ Association of BC for funding support for its upcoming Education Seminar, AGM and Trade Show, and agreed that the budget is to be used to support School District 84 students.

c. **Trustee Electoral Area Adjustment**

The Ministry of Education identified a boundary issue between Trustee Electoral Area 1 (Gold River) and Trustee Electoral Area 2 (Tahsis), where the boundary is described as being between two rivers, the Tlupana and Conuma. The description says the boundary lies between these rivers, but does not indicate where the boundary should be drawn. An amendment to the description has been proposed, to eliminate this ambiguity and to help ensure the boundary is easily reproducible and not subject to differing interpretation of where the boundary should be located. There are no settlements or populations in this area, and therefore this change will not impact any electors.

The Board had no questions or concerns about this change.

SUPERINTENDENT/SECRETARY-TREASURER/OPERATIONS SUPERVISOR’S REPORT:

a. **District Update**

The District is still very short of Teachers Teaching On Call and recruiting is always underway. There are some very exciting educational initiatives happening in the District this year, to support the District’s mission statement to ensure that students are prepared for a modern society. Ray Watkins Elementary School is creating an outdoor classroom which encompasses the existing garden boxes and will have natural seating and deer fencing to make it more comfortable for classes to use. Tsawalk Learning Centre is acquiring some digital media equipment which will rotate around the highschool classes in the District. District Principal Larre and Vice-Principal Goodall are putting together a series of STEM kits (Science, Technology, Engineering, Math) that are teacher-friendly – with electronics, robotics, etc. – for use in classrooms throughout the District. Zeballos and Captain Meares Schools are looking at “Zoom” as a communication software for the District which provides a far greater opportunity than videoconferencing. Kyuquot School is looking at expanding its Outdoor Program and are acquiring more equipment for an after-school club. At Gold River Secondary School, 3-D printers and drones will be introduced to provide students with some basic training in these new technologies.

b. **Finance Warrants**

As at October 31, four (4) months or 33.3% of the 2017/18 fiscal year, and two (2) months or 20.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2017/18 Annual (Preliminary) Budget amounts based on the Spring 2017 estimated enrollment for 2017/18.

At this time, it is too early to predict the year to date revenue and expenses trends in comparison to the budget for the School District. At the end of June 30, 2017 the District had an Operating surplus of \$1,048,000 carried forward from 2016/17 to 2017/18, of which \$596,000 has been allocated and \$452,000 is unallocated. To the end of October 2017, \$1,123,000 or 21.16% of the

Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted. To the end of October 2017, \$1,480,000 or 51.3% of the 2017/18 school year (LEA) Local Education Agreement has been recorded.

To the end of October 2017, the total salaries and benefits expenditure is trending slightly to a surplus amount of \$174,000 based on a prorated budget for the school year. The budget amounts shown are based on the Annual (Preliminary) Budget that was approved in May 2017. To the end of October 2017, the service/supplies expenditures has a deficit of <\$170,000> as budgeted on a prorated budget basis. This is due mainly to summer expenditures and one time expenditures of \$160,000 for Nanaimo rent.

Based on strictly actual revenues less actual expenditures, the District is recording a surplus of approximately \$664,000 for the year to the end of October 2017. This is due mainly to the LEA revenue recorded \$903,000 greater on a prorated basis. With appropriated surplus of \$595,000 included in the actual analysis, the October 2017 adjusted surplus balance can be restated with a surplus \$1,259,000.

At the end of the 2016/17 fiscal year, the Annual Facilities Grant (AFG) had a surplus of \$31,000 being brought forward to 2017/18. To the end of October 2017, the AFG received revenue of \$279,000 which totals \$310,000 being available. To date, \$221,000 of expenditures has been incurred to the end of October 2017. The balance remaining to AFG is \$89,000.

To the end of October 2017, \$424,000 of funds is available to carry out major capital projects. To date, \$364,000 of expenditures has been incurred to the end of October 2017. The balance remaining for all Bylaw Capital projects is \$60,000 and to the end of October 2017, \$331,000 of funds is available to carry out local capital projects.

To date, \$189,000 of expenditures has been incurred to the end of October 2017 for vehicle purchases. The balance remaining for Local Capital projects is \$142,000.

c. Enrollment Report

The November enrollment report was presented, showing a total of 434 students in the District.

d. Operations Report

The Operations Department continues to be very busy, and are dealing with some “teething pains” with the new heating system at Gold River Secondary School. .

TRUSTEE INQUIRIES:

Nil.

PRESS AND PUBLIC INQUIRIES:

Nil.

NOTICE OF MEETINGS:

The next regular meeting of the Board of Education will be held at 4 pm on Monday, December 11, 2017 at the School Board Office and by videoconference. 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 Hanson declared the meeting adjourned at 5:05 pm.