



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, NOVEMBER 14, 2016,
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

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

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor
Annie James, Human Resources Administrator/Recorder
Two Members of Staff

CALL TO ORDER:

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

APPROVAL OF AGENDA:

2016:R-054 MOVED: Trustee Pringle, SECONDED: Trustee Hanson
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2016:R-055 MOVED: Trustee Pringle, SECONDED: Trustee Alsop
AND RESOLVED:
"TO adopt the minutes of the Regular Board Meeting of October 11, 2016."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

Unfortunately, Mr. Lees was unavailable due to illness.

CORRESPONDENCE:

- Sun Life Financial Chair in Adolescent Mental Health
- Presidents, NW Branch and N. Interior Branch of BC School Trustees Association
- Chair, SD58 (Nicola-Similkameen)
- Chair, SD72 (Campbell River)
- Chair, SD67 (Okanagan Skaha)
- Chair, SD67 (Okanagan Skaha)
- Chair, SD75 (Mission)
- Improving Mental Health for Students and Teachers in Schools
- Performances by Northern Students
- Copy of Letter to Minister of Education re Current Financial Challenges and Request that Additional Compensation Increases be Fully Supported
- Copy of Letter to Select Standing Committee on Finance and Government Services re Budget 2017 Considerations
- Copy of Letter to Minister of Education re Consistent Expectations and Effects for All School Districts
- Copy of Letter to Minister of Finance re Request for Funding of Principal and Vice-Principal Compensation Improvements
- Copy of Letter to Minister of Education re Student Transportation Funding

- Chair, SD5 (Southeast Kootenay)
- Chair, SD5 (Southeast Kootenay)
- Chair, SD37 (Delta)
- BCSTA
- Co-Chairs, SD74 (Gold Trail)
- Chair, SD53 (Okanagan Similkameen)
- Minister of Education
- BCSTA
- Chair, SD74 (Gold Trail)
- Karin Hergt, SD69 (Qualicum)
- Chair, SD23 (Central Okanagan)
- Mike Roberts, BCSTA
- Chair, SD5 (Southeast Kootenay)
- Edificio Roycan Center
- President, BC Teachers' Federation
- Chair, SD61 (Greater Victoria)
- President, Thompson Okanagan Branch, BCSTA
- Mike Roberts, BCSTA
- Chair, SD70 (Alberni)
- Chair, SD70 (Alberni)
- Minister of Education
- BCSTA
- BC Public School Employers' Association
- Chair, SD43 (Coquitlam)
- BCSTA
- Copy of Letter to Premier of BC, Minister of Finance and Government House Leader, and Minister of Education re \$1 Million Funding to "Specialized Education Schools"
- Copy of Letter to Minister of Finance and Government House Leaders, and Minister of Education re SD5 Needs Budget for 2016/17
- Copy of Letter to Select Standing Committee on Finance and Government Services re Request that Funding be Provided to Cover the Cost of Compensation Increases for All Staff on a Go-Forward Basis
- Boards Making a Difference Issue 13 – Bridging the Gap Between Indigenous and Non-Indigenous Peoples in Canada
- Copy of Letter to Minister of Finance and Government House Leader Requesting that the 2016/17 Exempt Staff/Principals and Vice-Principals' Compensation be Fully Funded
- Copy of Letter to Minister of Education re Stable and Predictable Funding and Funding for Principal/Vice-Principal Salary Increases
- Letter to All Board Chairs re Appointment of Former Delta School District Superintendent Dianne Turner as Official Trustee for the Vancouver School District to Replace the Board of Trustees Dismissed Today
- 2016-2017 Key Dates from the School Act, Financial Disclosure Act and Constitution Act
- Copy of Letter to Minister of Education re Government Appointed Official Trustee Concern
- VISTA Non-Partisan Election Related Activism Meeting – November 5
- Copy of Letter to Minister of Education and Minister of Finance re Principals and Vice-Principals – Funding for Approved Compensation Increases
- BCSTA Staffing Update
- Copy of Letter to President, BCSTA, re BCSTA Media Release re Government Firing of Vancouver School Board
- Information re Language Laboratories and Interactive Classrooms
- Copy of Letter to Deputy Minister of Education Urging the Ministry to Delay the Implementation of the Grades 10-12 Curriculum
- Copy of Letter to Minister of Education re SD61 Support of Elected Boards of Education
- Copy of Letter to the Minister of Education re Deep Concern Over the Considerable Length of Time Residents of SD83 (North Okanagan Shuswap) Will be Without a Locally Elected Board of Education
- Announcing the Opening of CSBA 2017 Website and Registration
- Copy of Letter to Minister of Education to Express Extreme Disappointment at the Recent Announcement of an Additional \$1 Million to Fund Special Needs Students Attending BC Independent Schools
- Copy of Letter to Minister of Education re Long Term Impact of Reduced Transportation Funding and Inequity Amongst Districts
- Copy of Letter to BCSTA President, BC School Superintendents' Association President, and BC Association of School Business Officials President re Application of Government Policy to British Columbia School Districts
- BCSTA Survey: School Trustee Attendance at the 2016 BCSTA AGM
- BCPSEA 23rd Annual General Meeting – First Notice: Call for Proposed Resolutions – Deadline to Submitting Special and Ordinary Resolutions for Consideration at AGM is December 8, 2016
- Copy of Letter to Minister of Education Expressing Appreciation to the Ministry for Establishing the English Language Learning Coordinator Position
- Boards Making a Difference Issue 14: The Canoe of Hope

2016:R-056 MOVED: Trustee Pringle, SECONDED: Trustee Hanson
AND RESOLVED:
 “TO receive and file the correspondence.”

REPORT OF THE CLOSED MEETING:

Chairperson Kennedy reported that the Board discussed one land and four labour issues. The Board agreed to support Christmas staff functions @ \$15/employee in attendance.

TRUSTEE REPORTS:

a. **School Reports**

Trustee Eastcott reported that it has been a busy month at Captain Meares School. October began with the *We for She* Conference, and five senior girls travelled to Vancouver to hear presentations and participate in discussions and workshops with women representing a wide range of careers in technology, business and the trades. While in Vancouver, the girls also took in a live improv show at Vancouver Theatre Sports and it was exciting to see professional actors doing improv similar to the events in which the Captain Meares students have participated. The District's community consultation meeting was well-attended by staff, parents, community members, representatives of the Village Office and Council, as well as by several students. Captain Meares participated in the Great BC Shakeout and teachers took this opportunity to refresh the students' memories about earthquake safety, followed by a drill to practice school evacuation.

Almost all of the secondary students travelled to Vancouver again for WE Day, with this being the fourth time that students have earned their way to WE Day. The major event this year was the WE Scare Hunger Campaign organized by Marion and Andrea, who collected over 400 pounds of non-perishable food on Halloween. A special thanks to retired teacher Dave Wills for following the girls in his car as they went door to door collecting donations. The food will be distributed to families in need this December as part of the annual Christmas hamper program. Each year, Captain Meares students participate in events to raise awareness of social issues and to help make a difference in their community and in the world. While in Vancouver, the students spent an evening at the Vancouver Art Gallery and most of a day at Science World, as well as a trip to Granville Island to shop for dinner in the Market. In previous years, CMESS, GRSS and RWES travelled together to this event and this year, met up by coincidence as everyone was booked at the same hotel and to Science World at the same time!

The Captain Meares' Students' Council organized a couple of school-based activities this month, including a Halloween costume parade and photo shoot. The students created a spooky backdrop and photographed everyone who wore a costume. Students' Council also organized the Remembrance Day Assembly and special thanks to Andrea and Gareth for their work as MCs, as well as to the Junior Canadian Rangers for their participation. Captain Meares was honoured to have four veterans attend the ceremony this year and, in addition, Captain Chuck St. Denis (Retired) gave a presentation to the secondary students about his 25-year career as an Army Engineer. PAC has also been busy this month preparing for the biggest fundraiser of the year – the Annual Christmas Bazaar (November 27th) and seeking donations for their annual Stocking Raffle. The fundraiser is in conjunction with the Agriculture in the Classroom Program selling bundles of fall vegetables. The annual Volleyball Jamboree is being hosted by Captain Meares School on November 14-15 and special thanks to the chaperones that travel with students and make these events possible.

Trustee Alsop reported that Zeballos School sent the Grade 7-12 girls to Vancouver for the “We for She” event where the message - there is no limit to what women can accomplish in today's world - was delivered in a number of smaller discussion groups. The students enjoyed the day very much, but on the way home had to spend a night in Campbell River because their ferry had been cancelled due to high winds. The Shop Class went on a field trip to Camp Homewood, thanks to the efforts of Phil Parkes. They stayed two nights in the Homestead building, where they were certain several ghosts were also staying. The days were spent in events such as an obstacle course,

low ropes, archery, target shooting, horseback riding, and canoeing in the bay. The purpose of the trip was to learn to work together as a group, and to practice leadership skills. It was a great success and special thanks to Trustee Alsop who drove part of the group. The Great ShakeOut took place at Zeballos School on October 20th and everyone was evacuated in less than three minutes. The power went out two days before the Remembrance Day ceremony, but luckily the event went as planned. Students gathered in Mr. Gledhill's classroom and, after singing O Canada, were treated to a montage of black and white photographs from the Second World War. The Fish Hatchery group has harvested a goodly number of fish eggs, and successfully "shocked" them. Now they are placed in trays and monitored daily and it is very important to maintain a flow of fresh water and keep a record of the temperatures. Today, 20 junior and senior highschool students travelled to Tahsis for the Volleyball Jamboree, thanks to Principal Howell. There is always something happening at Zeballos School!

Chairperson Kennedy reported that the hockey pool is once again underway, with the lucky winner to be announced at the end of the season. The Gold River Secondary School Remembrance Day ceremony went very well; her husband attended with the RCMP and enjoyed the service very much. GRSS report cards will come out on November 14th, with an early dismissal on November 17th for parent-teacher interviews. Photo retakes are scheduled for November 24th and the Grads will be selling Purdy's chocolates from November 10th to 30th, with delivery on December 8th. Thank you to Jeff Rockwell for jumping right in to help with the upcoming trip to Ontario (SEVEC – Youth Exchanges Canada) and to take on the responsibilities of Grad Sponsor Teacher. Gold River Secondary School is very fortunate to have Jeff as part of the teaching team this year.

Chairperson Kennedy also reported that she went to the VIRL this week to pick up some books and arrived at story time. Miss Plett, Mrs. McInnes and Mrs. Bohn were there with the Grade 4 class. Mrs. Henkelman read the story of 'Frog and Toad' and went into character, with puppets on her hands doing the frog and toad voices. There was not a peep out of the students! The community and schools are so fortunate to have the talent and the giving nature of so many of the residents of Gold River.

b. **BCSTA Board Chairs' Meeting**

Chairperson Kennedy attended this meeting which was held on October 27th in Vancouver. BCSTA President, Teresa Rezansoff, welcomed the attendees and provided an overview of the day's activities, as well as a report of the previous day's Annual Partner Liaison Meeting. The first speaker was Shanna Mason who spoke on Capital Projects with priority one being safety in schools which includes seismic upgrades and replacement of schools. Priority two is maintaining schools and \$4.2 billion has been spent on capital projects since 2001 which includes 42 new schools and replacement of 70 existing schools. Discussions included operation considerations, refining the governance framework if needed, financial reporting updates to keep boards informed, competency assessments, educational training for boards, evaluation of boards, and performance plans for senior staff. Mr. Mike Allina spoke about school sports and provided the following facts: 448 schools in 153 communities participate in 18 types of school sports; 54 provincial championships; 87,000 students compete with approximately 50/50 boys/girls; 5700 coaches, teachers and community members combined; and, 12,000 students competing in provincial championship games. Policy updates were discussed, as well as exempt staff compensation, evaluations, and upcoming contract bargaining in 2019.

c. **Ministry of Education Meeting with Board Chairs**

Chairperson Kennedy attended the October 26th meeting, together with the Superintendent/Secretary-Treasurer/Operations Supervisor. Dr. Kris Magnusson, SFU Faculty of Education, provided the opening remarks, followed by Deputy Minister of Education Dave Byng who spoke on the significance of senior educational management partner groups coming together to transform BC's education system. The first session, "System Alignment", stressed the importance of Ministry and school districts aligning for successful student outcomes. At this time, there is a record level of student immigrants with enrollment up to 2900 students for 2016-2017 and 1700 of the school facilities are

over 40 years old. The earlier the diagnosis of special needs children, the better outcome they will have with their education needs. There were table talk sessions on several topics including framework for enhancing student learning, evidence-based planning that enhances student learning, financial health, and leadership and innovative learning in action. The meeting ended with a question and answer session with Mr. Byng and his closing remarks which included the goal to support excellent student outcomes.

d. **BCSTA Provincial Council Meeting**

Vice-Chairperson Hanson attended this meeting on October 28 and 29, as an alternate for Chairperson Kennedy. The program for Provincial Council included the usual Friday evening presentation followed by questions and feedback, in addition to the formal meeting and Issues Forum with Ministry representatives on Saturday. Reports were presented by the President, Chief Executive Officer, Aboriginal Education Committee, Legislative Committee, and Education Committee (now called the Professional Learning Committee). Information was provided regarding the upcoming BCSTA AGM and the Canadian School Boards Association Conference in July. Board chairs will be surveyed on the structural overview of the AGM. The rural education review process was discussed, with possible regional sessions in January.

e. **Working Relations Committee Report**

The November 7th meeting started with the usual review of policy and violent incident reports. Discussion items addressed the interest payments to teachers, updating the violent incident report form, curriculum implementation time for Zeballos teachers, NSOP and the impact of the international program on Mr. Parkes' time, SD84's membership with the BCSTA which is about \$5400/year, teacher in charge job description, TTOC callout, the Pathways Program and its positive effects, and a question if the District is planning on teachers using their new tax credit as a primary means of purchasing classroom supplies, which is unknown at this time. There was a brief discussion about vice-principals and the need to assume duties of principals, as well as new curriculum resources to support teachers. The Committee is working towards developing a teacher handbook which will hopefully be ready by next school year. The next meeting is scheduled for January 16, 2017.

f. **District Policy Review Committee Report**

The proposed amendment to Policy E.33, *Student Conduct*, was circulated for feedback and recommended for adoption.

2016:R-057 MOVED: Trustee Pringle, SECONDED: Trustee Eastcott
 AND RESOLVED:
 "*TO adopt Policy E.33, Student Conduct, as amended.*" .

The proposed new policy, *Communicating Student Learning*, was circulated for feedback and recommended for adoption.

2016:R-058 MOVED: Trustee Pringle, SECONDED: Trustee Eastcott
 AND RESOLVED:
 "*TO adopt new Policy E.53, Communicating Student Learning.*"

Sections C and D policies were reviewed with minor housekeeping changes, with the exception being Policy D.13, and the proposed amendments will be circulated for feedback.

2016:R-059 MOVED: Trustee Pringle, SECONDED: Trustee Eastcott
 AND RESOLVED:
 "*NOTICE OF MOTION to amend Policy D.13, Violence in the Workplace.*"

Section E policies and Section F Bylaws will be reviewed at the next meeting on January 9, 2017.

UNFINISHED BUSINESS:

a. Community Consultation Meetings for 2016-2017

There was a good turnout for the Gold River consultation meeting, with many positive reactions about the teachers and programs. The Gold River Trustees, the Superintendent/Secretary-Treasurer/Operations Supervisor and the Gold River Principal attended the community consultation meeting held at the Tsawalk Learning Centre in Nanaimo, together with the staff members there. Everyone was very impressed with the program and facility and, in Trustee Pringle's words, "amazing building, amazing people, amazing!!" A parent in attendance expressed how happy her daughter was to be able to attend the program. There are different speakers who visit the Learning Centre, including elders and an RCMP Officer who comes twice a week to talk to students. There are two shelves with Food Bank items available for students, and there is a large quantity of books available which were recently donated by the Library. The community is very supportive of this very positive Learning Centre for students.

Captain Meares had a good turnout as well, with many highschool students also in attendance and much positive feedback. The main concern in Tahsis is that the enrollment is now at 21 students, and it was reassuring to hear that people value the school and the programs, and are willing to do anything to keep the school going. The Village's Administrator is hoping to have the Daycare move into the school building and the Vancouver Island Regional Library is in the process of moving into Captain Meares as well, all of which will help to pay the utility costs.

The consultation meeting in Kyuquot was postponed due to a death in the community, and the Zeballos meeting was postponed due to a mudslide on the road.

NEW BUSINESS:

Nil.

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

a. Enrollment Report

The enrollment is up over 400 students, which is good!

b. Operations Report

The Captain Meares roof, which was a big project, is finished. The Kyuquot School playground is also finished, thanks to Romeo, Darcy, Derek, Sean, and the U-Chuck. By using the District's own workforce, the playground came in significantly under budget and almost on schedule although it did require many rearrangements of schedules and much time spent in Kyuquot. Now, the attention will focus on repairs to the other schools and some other local projects such as a roof over the GRSS totem pole, new lighting for Ray Watkins, and some interior painting projects. The construction of new teacherages in Zeballos will depend on the sale of the old teacherages there.

c. Finance Warrants

As at October 31, 2016, four months or 33.0% of the 2016/17 fiscal year, and two months or 20.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2016/17 Preliminary Budget amounts based on the Spring 2016 estimated enrolment for 2016/17. Final budget amounts will be updated in January 2017 once the final enrollments and final funding are confirmed by the Ministry of Education.

Note to Readers: It is too early in the school year to accurately determine the trend for revenue and expenses for this October 2016 report; also, budget amounts have not been adjusted for the actual September 30, 2016 enrollment nor any budget has been set up for the Nanaimo Alternate Program.

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 October 2016, \$1,172,000 or 22.80% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted. To the end of October 2016, \$767,000 or 25.3% of the 2016/17 school year (LEA) Local Education Agreement has been recorded. To the end of October 2016, the total salaries and benefits expenditure is trending slightly to a surplus amount of \$72,000 based on a prorated budget for the school year. The budget amounts shown are based on the Preliminary Budget that was approved in May 2016.

To the end of October 2016, service/supplies expenditures are in a deficit amount of <\$51,000> on a prorated budget basis. This is due to expenditures made for the Nanaimo Alternate Program, specifically a \$73,000 one-time payment for rent. In total, expenditures to the end of October 2016 are in a small surplus of \$21,000 or 1.0% on a prorated basis.

Note: For this finance warrant, the expenditures is estimated to be understated by approximately \$100,000 due to service/supplies expenditures and purchase cards expenditures not being recorded for October 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 deficit of approximately <\$81,000> for the year to the end of October 2016. With appropriated surplus of \$692,000 included in the actual analysis, the October 2016 actual can be restated as a surplus balance of \$612,000.

At the end of the 2015/16 fiscal year, the Annual Facilities Grant (AFG) had a surplus of \$589,000 being brought forward to 2016/17. To the end of October 2016, the AFG has a surplus of approximately \$110,000 remaining. To date, \$565,000 of expenditures has been incurred to the end of October 2016. Major expenditures incurred in AFG are:

- \$18,000 for Salary and Benefit charge out from Operating
- \$20,000 for Ministry NGN upgrade
- \$3,000 for development of Capital Plan and Long Range Facilities Plan
- \$471,000 for the CMESS Roofing
- \$52,000 for KESS Playground Equipment
- \$1,000 for various building renovations

Future major AFG and Capital projects include:

- continue with 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 pellets

To the end of September 2016, \$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:

Trustee Alsop asked why the funds remaining on the ZESS Replacement School capital project are less than before, and it is because there are some items still needed at the school which are funded from this project, such as the NGN network costs. Once the school is declared complete, then the District will have to make application to move the money over to a restricted capital account which will require permission to spend.

Trustee Pringle asked for the list of grants that the District applies for and receives, and a list will be provided to the Board.

PRESS AND PUBLIC INQUIRIES:

The CUPE Local 2769 President asked about the exempt staff compensation discussion at the BCSTA Board Chairs' meeting. Chairperson Kennedy explained that it was a question and answer period about how

districts were moving forward with the compensation models. The Public Sector Employers Council (PSEC) has approved phasing in raises for exempt staff with a cap of no more than 5% in six months, with the aim to move everyone in the Province to Step 0 (or Step A) which is the new hire level of the new regional grids. The government has established administrator pay grids with various levels based on years of service and qualifications, and some districts will require more steps than others. This has been approved for School District 84 and will be implemented over the next two to three years, subject to PSEC approval.

The VIWTU President announced the recent BCTF victory at the Supreme Court of Canada and stated the Union's hope of fully restoring the pre-2002 language of the Collective Agreement as soon as possible.

The VIWTU President thanked the Board for passing the new reporting policy which is supportive of teacher autonomy in that it is designed to reflect student progress and learning needs. Some of the challenges that teachers will be facing is that it still needs to be interpreted and applied at each school and there may be pressures for teachers to use new programs or keep up with peers, and the reporting will still be dictated by the reporting technology. Teachers want to participate in ongoing discussion and decision-making at the school level to ensure good support for teachers without an infringement on professional autonomy and workload, and that reporting is timely and meaningful but not constant. The President is thankful to be able to work with teachers and administrators to develop policies, and that there is a good working relationship around reporting and this policy in particular.

NOTICE OF MEETINGS:

The next public meeting of the Board of Education will be held on Monday, December 12th at 4 pm in the School Board Office. Given the time of year, some Trustees may be attending via videoconference, and 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.

ADJOURNMENT:

Chairperson Kennedy declared the meeting adjourned at 5:10 pm.