



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON TUESDAY, OCTOBER 10, 2017
AT CAPTAIN MEARES ELEMENTARY SECONDARY SCHOOL, TAHSIS, BC**

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

TRUSTEE ABSENT: Ken Pringle (Gold River)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor
Annie James, Associate Director of Human Resources/Recorder
Four Members of the Captain Meares Elementary Secondary School Staff

CALL TO ORDER:

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

APPROVAL OF AGENDA:

2017:R-036 MOVED: Trustee Alsop, SECONDED: Trustee Eastcott
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2017:R-037 MOVED: Trustee Hanson, SECONDED: Trustee Eastcott
AND RESOLVED:
"TO adopt the minutes of the Regular Meeting of September 11, 2017."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

a. **Mr. Jim Baron, Principal, Captain Meares Elementary Secondary School and Esperanza Elementary Secondary School**

Principal Baron reported that, even though only into the second month of school, Captain Meares staff and students have worked together to bake bread, fill creative writing pages, make sushi, pinch perogy dough, hone their volleyball skills, sing together, play musical instruments together, revisit their Math Skills, create new works of art, watch the preying mantis lay her eggs, and thank their lucky stars as part of their Thanksgiving activities. The staff and students are also thankful to Darcy for cleaning and re-painting the faltering lettering outside of the school.

Mr. Baron has thoroughly explored the depths and hidden crevices of their beautiful school, re-organized the art room, went on a scavenger hunt for musical instruments, and created a fully functional music and band room adjacent to the library. After sifting through the shop room, he discovered that underneath - a large unfinished boat, several random layers of assorted wood and a cornucopia of boxes and tools - there was a fully functional shop room that they plan to make good use of. The primary-intermediate students have been studying reptiles and bugs including live appearances by mango the lizard, a preying mantis and assorted stick bugs. The bee bots have been a fantastic introduction to technology helping the students create maps for the bots to follow. The students are enjoying their learning center activities, drama games and reader's theater.

The students had a special lesson with orange shirt day creating small shirts with heart felt thoughts.

On September 20th, Captain Meares hosted the annual school community barbeque that was well attended by staff, students, community members, and parents. Mr. Baron was happy for this excellent opportunity to introduce himself and to talk to individuals about the plans for this year.

On the 26th of September, the senior students spent the day at Esperanza meeting with seniors from other schools in the district - renewing old friendships, playing leadership games, making fire, and doing volunteer labour activities on Esperanza. During the visit, Mr. Baron had the opportunity to meet with Mrs. Cindy Bowden and tour her classrooms at the re-opened Esperanza School. He was impressed by her use of space and the functionality of the rooms. They both look forward to the installation of a smart board for Esperanza and the completion of her computer network.

During the first week of October, the senior students spent an afternoon with CMESS's resident certified organic master gardener re-discovering the school garden plots and helping to dig and sift soil. They learned that following the movement of the sun is the best way to lay out raised beds, and that there are several different kinds of composting. The growing projects they participate in will become part of the healthy lunch program from farm to school.

The volunteers are running an excellent morning breakfast program including grab and go snacks on the days that the program is not active. The hot lunch program has also begun and the staff and students are enjoying nutritious lunches once a week prepared by Aubrey and her crew.

Both the senior students and the primary/intermediate students have been working together buddy reading and singing together three times a week in the library. It has been an excellent bonding activity for everyone and gives an opportunity to prepare songs for upcoming seasonal events including the Christmas Concert.

CORRESPONDENCE:

- BC School Trustees' Association
- BCSTA
- BCSTA
- BCSTA
- Vancouver Island School Trustees' Association
- BCSTA
- BCSTA
- BCSTA
- Minister of Public Safety and Solicitor General
- BCSTA
- BCSTA
- Ministry of Finance
- BCSTA
- Dates Arising from the School Act and Financial Disclosure Act
- BCSTA Update: Service Interruptions to BCSTA ListServ and Email
- Media Release: BCSTA Responds to New Government's First Budget
- BCSTA Weekly: News, Events and Advisory Updates
- VISTA Fall Business Meeting Agenda Package
- BCSTA Weekly: News, Events and Advocacy Updates
- A Message of Support for SOGI Initiatives and Policies
- BCSTA Update: Trustee Academy 2017 Preview
- Cannabis Legalization and Regulation in British Columbia – Discussion Paper
- BCSTA Weekly: Trustee Academy, Letters from Boards of Education, New Grant Opportunity, Fraser Valley Branch Meeting Date Correction
- Request that 2017 School FSA Results Not be Published
- News Release: Government Undertakes Fiscal Sustainability Review
- BCSTA Weekly: World Teachers' Day, Trustee Academy Speakers, Advocacy Update re SD83, Letters from Boards of Education, Branch Meeting Dates

2017:R-038 MOVED: Trustee Eastcott, SECONDED: Trustee Hanson
AND RESOLVED:
"TO receive the file the correspondence."

REPORT OF THE CLOSED MEETING:

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

TRUSTEE REPORTS:

a. School Reports

Trustee Hanson reported that an Orange Shirt Day assembly and candle ceremony was held at Kyuquot School on September 29th and shirts were provided as needed. Orange Shirt Day is an opportunity for First Nations, local governments, schools, and communities to come together in the spirit of reconciliation and hope for generations of children to come. Everyone is very excited to have two more staff members joining Kyuquot School, and a very warm welcome to Vice-Principal Jennifer Manuel and Vice-Principal Marty Szetela!

Trustee Eastcott reported that Captain Meares School has 17 students registered with possibly more coming. Everyone is enjoying the breakfast program on Tuesdays to Thursdays, and the lunch program on Wednesday.

Chairperson Kennedy attended the Gold River Secondary School PAC meeting on September 27th. The meeting started with two new executive members joining President Rachel Stratton – Secretary Mandy Howie and Treasurer Dave Kornyló – and they have all hit the ground running. A big welcome to Mandy and Dave and thank you, Rachel, for your many years of service. There are many new ideas coming forward including the planning of fundraisers, drama dinner productions, theatre teachers coming to share from Vanier and Chemainus with the possibility of bringing their students to Gold River for productions, and the Gold River student to their areas for productions. The water bottle filling station is moving forward to replace the current water fountain, and the start of plans for the GRSS 50th birthday party – so many activities in the works! Principal Deane Johnson shared with PAC that GRSS will be hosting the Island basketball teams for two days in February, more student trips are in the planning stages, two new lathes and an air flow system have been installed in the shop, and so much more. It will be another busy year ahead for GRSS. Mr. Lees is getting the SLG group up and running to plan fun activities for the 2017-2018 school year. The first grad meeting for the 18 graduating students of 2018 was held on October 3rd. There was a bake sale on October 5th and Mrs. Kornyló and her science students are off to Playland in Vancouver on October 10-11 to do some pretty amazing calculations and measuring, and possibly riding a few rides for scientific information gathering, of course! It was a great first PAC meeting!

b. Vancouver Island School Trustees' Association Fall Conference

Trustee Eastcott reported on the VISTA Fall Conference held at Crown Isle Resort on September 29-30, 2017. She particularly enjoyed the Friday evening presentation by Bernard Richard, BC Representative for Children and Youth, who spoke on the many challenges for children in care. Trustees travelled to GP Vanier Secondary School on Saturday and listened to several guest speakers. This is a very large school, currently undergoing a major seismic and building renovation, with newly-opened modern classrooms and so much to offer for the 1141 students. Trustee Alsop also spoke of Mr. Richard's excellent presentation, noting that the common thread for students in care is being in schools that work in conjunction with advisory groups to care and support these students until they successfully transition out of care. Another highlight for Trustee Alsop was the drama students' improv presentation, and she noted that the Captain Meares students had worked with this group in the past doing improv.

Chairperson Kennedy also made note of Mr. Richard's presentation, as well as the presentation by Renzo Del Negro and Janet Stewart who are both representatives of the BC Public School Employers' Association, and spoke on a shared vision of successful bargaining for the upcoming BCTF contract negotiations. Saturday morning started early with breakfast, followed by the trip by bus to GP Vanier. Ian Heselgrave, Director of Operations, discuss the renovations which at times could be quite a headache. The Principal, Julie Shields, provided everyone with a vision of living through renovations with a school full of students. Steve Claassen provided a tour of the new science lab which is nothing less than amazing. Lori Mazey and her performing arts students performed skits for everyone, while Kara Dawson, the "District Information Technology Support Lead Teacher of the Learning Resource

Centre” demonstrated some incredible computerized orbs that her students program to perform many functions. Mrs. Dawson’s enthusiasm was so wonderful to see – this lady truly loves her job! After a very entertaining morning, everyone went back to Crown Isle to resume the VISTA business meeting which adjourned at 3 pm. Chairperson Kennedy thanked Trustee Eastcott for sharing the drive with her.

c. **District Policy Review Committee Report**

All of the Section A and B District policies were reviewed, with three policies discussed in detail: (1) Policy B.11, Disposal of Surplus Materials and Equipment, with minor housekeeping changes; (2) Policy B.14, *Rental Accommodations*, with no changes; and, (3) Policy B.28, *Emergency Preparedness*, with no changes. The next meeting will be held on November 13, 2017, with a review of Section C and D policies. The entire District Policy Manual is reviewed once annually.

UNIFINISHED BUSINESS:

a. **Actions for Learning Projects – Gold River Secondary and Zeballos Elementary Secondary**

The reports were reviewed and the Superintendent/Secretary-Treasurer noted that, over the last many years, groups of teachers and administrators have got together in collaborative groups to work on learning projects to help students learn better. The Actions for Learning initiative will be available again this year for any interested teachers, administrators and teachers teaching on call.

b. **Community Consultation Meetings**

Community consultation meetings are scheduled as follows:

- Tahsis – October 10, following the Board meeting at Captain Meares School;
- Kyuquot – October 16, Ka:’yu:k’t’h’/Che:k’tles7et’h’ Board Room, 7-8:30 pm;
- Zeballos – October 17, Zeballos School, 4-5:30 pm;
- Nanaimo – October 19, Tsawalk Learning Centre, 6:30-8 pm;
- Gold River – November 13, School Board Office, following the 4 pm public Board meeting.

NEW BUSINESS:

a. **Property Disposal Bylaw No. 2017-01**

The District is in the process of acquiring new teacherages for Zeballos and requires Ministry approval in order to dispose of one of the old ones. The approval process requires the Board to adopt a Property Disposal Bylaw.

2017:R-039 MOVED: Trustee Alsop, SECONDED: Trustee Hanson
AND RESOLVED:
“TO give Property Disposal Bylaw 2017-01 three readings in one.”

Trustee Alsop read aloud the bylaw.

2017:R-040 MOVED: Trustee Eastcott, SECONDED: Trustee Hanson
AND RESOLVED:
“TO adopt Property Disposal Bylaw 2017-01, being a bylaw by the Board of Education of School District No. 84 (Vancouver Island West) to sell Lot 3, Block E, Plan 4524, District Lot 461, Nootka Land District, known as 132 Maquinna Crescent, Zeballos, BC.”

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

a. **District Update**

The District is one month into the new school year and so far the finances look good. The biggest struggle has been in recruiting staff, which is still on-going. The District appreciates the retired teachers who are back to provide TTOC support for the classrooms.

b. **Finance Warrants**

As at September 30, three (3) months or 25.0% of the 2017/18 fiscal year, and one (1) months or 10.0% 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 September 2017, \$601,000 or 11.6% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted.

To the end of September 2017, \$269,000 or 9.3% of the 2017/18 school year (LEA) Local Education Agreement has been recorded.

To the end of September 2017, the total salaries and benefits expenditure is trending slightly to a surplus amount \$81,000 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 September 2017, the service/supplies expenditures has a deficit of <\$254,000> as budgeted on a prorated budget basis. This is due mainly to summer expenditures and one time expenditures, with budgets being prorated at a lower than actual amount.

Based on strictly actual revenues less actual expenditures, the School District is recording a deficit of approximately <\$509,000> for the year to the end of September 2017. This is due mainly to:

- the LEA revenue being recorded for the one month;
- the Ministry of Education grant being recorded for only one month; and,
- expenditures are greater due to one time expenditures, and summer maintenance expenditures.

With the appropriated surplus of \$595,000 included in the actual analysis, the September 2017 adjusted surplus balance can be restated with a surplus of \$86,000.

At the end of the 2016/17 fiscal year, the Annual Facility Grant (AFG) had a surplus of \$31,000 being brought forward to 2017/18. To the end of September 2017, the AFG received revenue of \$179,000 which totals \$210,000 being available.

To date, \$204,000 of expenditures has been incurred to the end of September 2017. The balance remaining to AFG is \$6,000.

To the end of September 2017, \$424,000 of capital funds is available to carry out major Bylaw Capital Projects.

To date \$308,000 of expenditures has been incurred to the end of September 2017 on the Gold River Secondary School Heat Pump upgrade. The balance remaining for all Bylaw Capital Projects is \$115,000.

To the end of September 2017, \$299,000 of funds is available to carry out Local Capital Projects.

To date, \$135,000 of expenditures has been incurred to the end of September 2017 for vehicle purchases. The balance remaining for Local Capital projects is \$165,000.

c. **Enrollment Report**

As at September 30th, the District has 416.75 FTE students.

d. **Operations Report**

It has been a very busy summer and early fall, working on the following projects:

- Heat Pump – GRSS
- Renovation and Painting – Children's Health Hub
- New Gym Floor – KESS
- Exterior Gym and Portable Painting – KESS
- New Roof – KESS Teacherage
- Paving – GRSS and RWES
- Painting – Board Office
- Painting – CMESS
- Lighting – RWES
- New Stairs - GRSS

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, November 13, 2017, at the School Board Office in Gold River. 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 4:31 pm.