



VANCOUVER ISLAND WEST SCHOOL DISTRICT 84

REGULAR BOARD MEETING

TUESDAY, OCTOBER 9, 2018 – 4 PM

Captain Meares Elementary Secondary School, Tahsis, BC

A G E N D A

**Board of Education
Vancouver Island West School District 84**

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
5. **ADOPTION OF MINUTES**
 - a. Regular Meeting of September 10, 2018
6. **BUSINESS ARISING FROM THE MINUTES**
7. **PUBLIC INQUIRIES AND PRESENTATIONS**
 - a. In Recognition of Trustee Eastcott's Service as School Trustee (Tahsis)
 - b. Mr. Jim Baron, Principal, Captain Meares Elementary Secondary School
 - c. Mr. Tony Ellis – Proposal for Use of CMESS Gymnasium
8. **CORRESPONDENCE**
9. **REPORT OF THE CLOSED MEETING**
10. **TRUSTEE REPORTS**
 - a. School Reports
 - b. District Policy Review Committee Report
11. **UNFINISHED BUSINESS**
 - a. 2018 School Trustee Election
 - b. Community Consultation Meetings – Round One
12. **NEW BUSINESS**
 - a. Partnership Agreement with Boys and Girls Clubs of Central Vancouver Island
13. **SUPERINTENDENT/SECRETARY-TREASURER/OPERATIONS SUPERVISOR'S REPORT**
 - a. District Update
 - b. Enrollment Report
14. **TRUSTEE INQUIRIES**
15. **PRESS AND PUBLIC INQUIRIES**
16. **NOTICE OF MEETINGS**
 - a. November 12, 2018 – Inaugural Meeting in the School Board Office at 4 pm, followed by the Regular Board Meeting
17. **ADJOURNMENT**



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, SEPTEMBER 10, 2018
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

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

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

CALL TO ORDER:

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

APPROVAL OF AGENDA:

2018:R-045 MOVED: Trustee Pringle, SECONDED: Trustee Alsop
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2018:R-046 MOVED: Trustee Pringle, SECONDED: Trustee Kennedy
AND RESOLVED:
"TO adopt the minutes of the Regular Board Meeting of June 11, 2018."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

a. Honouring Mrs. Gillian McCormack, Special Needs Education Assistant, Gold River Worksite



On behalf of the Board of Education, Chairperson Hanson congratulated Mrs. McCormack on her retirement from the District, effective June 30th.

Hired in September 1989, Gillian's nursing education and experience, together with her volunteer work with the Gold River Brownies Pack, was the solid footing for building her successful career with the District. Gillian was initially hired as Teacher Aide/Noon Hour Supervisor for Ray Watkins Elementary School and, over the years, moved to Gold River Secondary School as Special Needs

Education Assistant 1. Gillian has always been willing to fill in wherever needed and has been extremely dedicated and committed to helping all students live more successful and happy lives.

Gillian has also been an ambassador for health and safety for many years by serving on the Joint OH&S Committee at Gold River Secondary School and on the District's Committee representing GRSS and CUPE Local 2769. This additional commitment to her fellow employees has been very much appreciated.

Chairperson Hanson presented Gillian with a retirement gift and plaque as a token of recognition and appreciation for her valuable work with students, staff and parents over the past 28 years. Gillian's name has also been added to the Plaque of Honour which is proudly displayed at Gold River Secondary School.

CORRESPONDENCE:

- Village of Zeballos
- Vancouver Island University
- BC School Trustees Association
- BCSTA
- BCSTA
- BC Public School Employers Association
- BCPSEA
- BCSTA
- BCSTA
- Ruth Stratton
- The Office of the Ombudsperson
- Joshua Ogden
- BCSTA
- Jay Chalke, BC Ombudsperson
- Lawrence Tarasoff, Superintendent and Secretary-Treasurer
- BCSTA
- Support for Adult Education in Zeballos
- Student Teacher Placements – 2017-2018
- BCSTA Weekly: Survey for Boards of Education re Ministry of Education MOU; Letters from Boards of Education; Online Training with Indigenous Awareness Canada, #ProudToBeASchoolTrustee, CSBA Congress
- BCSTA Weekly: Advocacy Update; Letters from Boards of Education; Survey for Boards of Education re: Ministry of Education MOU; CSBA Congress
- BCSTA Weekly: Advocacy Update; Letters from Boards of Education; Remembering Judith Anderson of Harris & Company
- Legislative Update No. 2018-02 – Cannabis Legalization Effective October 2018
- BC Government News Release – Province Releases Employer Health Tax Implementation Details
- BCSTA Weekly: Media Release: Ministry of Finance's EHT Announcement; The Jean Ciriani Scholarship for Communications; Laws About Cannabis; Letters from Boards of Education
- Thank You to the Board for Renewing Membership in BCSTA
- Thank You to the Board for District/Authority Scholarship and Future Education Award
- 2017-2018 Annual Report
- Thank You for \$500 Contribution to Summer Reading School in Kyuquot
- BCSTA Weekly: Trustee Academy 2018; Fall Provincial Council 2018; Government Re-establishes Human Rights Commission; The Opioid Epidemic: How do Educators Become More Accountable During the Crisis?
- Quarterly Report: April 1-June 30, 2018
- Meeting with Nanaimo Partners on Thursday, September 20 from 4-6 pm in Nanaimo
- BCSTA Weekly: President's Message; Update on November Provincial Council Meeting; Premier's Awards for Excellence in Education Finalists Announced; Are You Ready for the School Year Ahead? Teach Mental Health Online Course; BCSTA on Social Media - #ProudToBeASchoolTrustee

2018:R-047 MOVED: Trustee Pringle, SECONDED: Trustee Kennedy
AND RESOLVED:
"TO receive and file the correspondence."

REPORT OF THE CLOSED MEETING:

Chairperson Hanson reported on the discussion of one legal, five labour and three land issues.

TRUSTEE REPORTS:

a. School Reports

Trustee Kennedy welcomed everyone to the 2018-2019 school year and acknowledged Mr. Rob Wilson and Mr. Ken Lees to their new positions as Principals in the Gold River Schools. Corporal Kim Rutherford attended the first day at Gold River Secondary School and everyone was enthusiastically welcomed - for the first time, the Grade 8 students, a 'welcome back' to the Grades 9-11 students and a welcome to the Grade 12 students' final year. It will go by so fast! Trustee Kennedy and Superintendent/Secretary-Treasurer Tarasoff attended the Vancouver Island Regional Library Summer Reading Program awards ceremony on September 5th with many readers from young to teens receiving badges as well as a book of their choice. The Ray Watkins' Parents Advisory Council meeting originally scheduled for September 10th has been postponed, with the date to be announced. The Gold River Secondary School PAC meeting is scheduled for September 11th at 5:30 pm in the GRSS foyer. Trustee Kennedy expressed her hope that each and every parent takes advantage and attends PAC meetings as the PACs give funding and support to many activities and functions that happen in the schools and perhaps might not happen without their support. The RWES PAC is currently setting up a morning light breakfast program and thanks to all of the moms and dads for making this happen. October 19th is 'Dress for the Cause' – a time to wear pink in support of breast cancer research. Trustee Kennedy, whose full-time job is a housekeeper, closed with "the best joke ever" "Who keeps the bottom of the ocean clean?" "A Mer-Maid!"

Trustee Eastcott informed the Board that there are 21 students registered at Captain Meares School. The Coast Guard is moving into Tahsis which will hopefully bring more students to the school.

UNFINISHED BUSINESS:

a. 2018 School Trustee Election

The nomination period for School Trustee began at 9 am on September 4th and ends at 4 pm on September 14th. A person is qualified to be nominated, elected, and to hold office as School Trustee if meeting the following criteria:

- Canadian citizen;
- 18 years of age or older;
- Resident of British Columbia for at least six months immediately before the day nomination papers are filed;
- Not disqualified by the School Act or any other enactment from voting in an election in British Columbia or from being nominated for, being elected to, or holding office, or be otherwise disqualified by law.

NEW BUSINESS:

a. New School Year Begins!

The Superintendent/Secretary-Treasurer reported that the new school year is underway with an increase in student enrollment and only a couple of staff vacancies yet to fill. The preliminary budget was based on an enrollment of 410 FTE and, based on the first week, enrollment could be up as high as 450 FTE by the end of September. The Principals have already met twice and everyone is enthusiastic and excited about being back. More curricula are being introduced with many initiatives in terms of student learning. The STEM kits were put together over the summer and will be circulated through all of the schools, and will be sure to spark much interest and enthusiasm. The focus on technology, coding, 3D printers, and drones provides much hands-on experiences for students and helps to prepare them for the future. The Nootka Sound Outdoor Program has already had two trips

with another one planned for this weekend - and almost every weekend into the future. The International Program is again well underway with four new international students at Gold River Secondary School and 6-8 students from France arriving in October, followed by 12 Gold River students going back to France in the Spring. There is also a group of students who will be travelling to New Zealand this year for an exchange. It is a very exciting time to be in the District!

b. 2017-2018 Audited Financial Statements

The District's auditors audited the financial statements in August, which comprise the statement of financial position as at June 30, 2018, the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information. The audit was conducted in accordance with Canadian generally accepted auditing standards. The auditors found that the financial statements of School District 84, as at June 30, 2018 and for the year then ended, are prepared in all material respects in accordance with the accounting requirements of Section 23.1 of the *Budget Transparency and Accountability Act* of the Province of British Columbia. A report will be sent to the Ministry of Education as such, and the audited financial statements will be posted on the District's website. The District's surplus is just over \$1 million of which \$550,000 will go towards programs this year and \$450,000 held as contingency for unexpected legal fees, sick leaves, etc. The Superintendent/Secretary-Treasurer recommended approval of the 2017-2018 Audited Financial Statements.

2018:R-048 MOVED: Trustee Kennedy, SECONDED: Trustee Pringle
AND RESOLVED:
"TO approve the 2017-2018 Auditor's Report and Audited Financial Statements,
as presented."

c. Actions for Learning Reports

Two 'Actions for Learning' reports were provided for Board information. At Ray Watkins Elementary School, Mr. Cooper's inquiry continues to be, "*How can I best facilitate student learning of competencies and content through hands-on experiences?*" Discussions with other teachers, who also base their teaching on the experiential model, helped him keep on track and improve. His areas of focus for his Grade 6/7 Adventure class were gardening and outdoor education and, through discussions with colleagues and additional AFL funding for certain equipment and class outings, he was better able to provide students with highly motivating, experience-based learning.

The Zeballos School AFL project revolved around increasing and broadening student experience in the school garden. Over the winter, students were involved in transplanting trees and shrubs purchased the previous year, and this year's AFL funds were used to purchase garden box materials and starting soil for growing vegetables. Each student had a chance to take responsibility for planting, thinning, watering, weeding, and harvesting their own plots. Interest was high and remained strong throughout the growing season. Projects will continue in the school garden in 2018-2019, beginning with efforts to increase the nutritional content of the soil. The Zeballos School salmon hatchery project, in partnership with Conuma Hatchery, is still going strong.

d. Community Consultation Meetings – Round One

The local School Trustee(s) host community consultation meetings twice each year – once in the fall and again in late January/early February – to provide an opportunity for local residents to gather information and ask questions. The fall community consultation is a preview to the school year, and will be coordinated this year with the Nuuchahnulth Tribal Council to provide communities with an opportunity to consult on the new Pathways lessons which are in development.

Dates are as follows:

- October 9 – Captain Meares School in Tahsis - time TBA;
- October 10 – Nanaimo – location and time TBA;
- October 15 – Kyuquot – location and time TBA;

- October 16 – Zeballos School - time TBA;
- October 17 – in Gold River/Tsaxana – location and time TBA.

e. **Thank You to Summer Custodial and Maintenance Staff**

The Superintendent/Secretary-Treasurer expressed appreciation to all of the staff who worked so hard this summer to get the schools, teacherages and grounds ready for a new year, while coordinating and cooperating with contractors. Everyone went above and beyond, so a very special thank you to the Operations Department, the Custodians and the District and School Board Office staff for their commitment and dedication to ensure a job well done!

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

a. **District Update**

A second Tsawalk Centre in Nanaimo has opened, and it is very exciting to see that program growing and thriving the way it is! The increased District enrollment has started the year on a very positive note, and should result in more funding and staff.

The Superintendent/Secretary-Treasurer stated how much he enjoyed and appreciated the June graduation ceremonies that he was able to attend. Tsawalk's beautiful ceremony was very touching in that some of the graduates had previously attended Gold River Secondary School. The students had to work very hard to get their coursework completed and all four Tsawalk grads have a plan to move forward to Vancouver Island University.

b. **Enrollment Report**

Enrollment is up but it does fluctuate quite a bit throughout September. The enrollment snapshot date for funding is September 28th and the FTE total will be reported at the October Board meeting.

c. **Operations Report**

Thanks to the Operations Department, there was much work accomplished this summer. There are two new teacherages expected to arrive fairly soon in Zeballos, and hopefully they will be ready for tenants by mid-October. The surface over the septic system at Zeballos School had become overgrown with alders, so had to be stripped and covered with alder chips. The three labourers worked with a chipper for the better part of three weeks, clearing brush and trees from around the schools throughout the District. Fine-tuning of the Zeballos heat pump continues, and roof repairs will take place shortly at Captain Meares Elementary Secondary School.

TRUSTEE INQUIRIES:

Nil.

PRESS AND PUBLIC INQUIRIES:

Public input focussed on the following:

- appreciation to the School District for its part in a project last year at Summerfest, an annual summer celebration at Friendly Cove, and for everything that everyone is doing to promote success for First Nations students;
- the Mowachaht/Muchalat First Nation is working with Parks Canada to renovate the church at Friendly Cove, to make it more of a wellness centre;
- the hope for the First Nations to be able to work together with the School District to develop more language and cultural curriculum.

NOTICE OF MEETINGS:

The next meeting of the Board of Education is scheduled for October 9, 2018, at 4 pm, at Captain Meares Elementary Secondary School in Tahsis. 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. 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 pm.



Boys & Girls Clubs
of Central Vancouver Island

MEMORANDUM OF UNDERSTANDING (MOU)

Between the Boys & Girls Clubs of Central Vancouver Island (BGCCVI) & School District 84

September 18, 2018

School District 84 and Boys and Girls Clubs of Central Vancouver Island will work together on initiatives of mutual interest for the benefit of the residents of central Vancouver Island. It is important to think and act strategically, creatively, and collaboratively about our shared responsibility for community well-being.

This Memorandum of Understanding signals our commitment to:

- Open Communication
- Think and act strategically employing a collaborative approach to decision-making
- Short and long term planning that best meets community needs

This agreement dated for reference the _____ of _____ 20__.

BETWEEN: School District 84 (SD84)

AND: The Boys and Girls Clubs of Central Vancouver Island (BGCCVI)

WHEREAS:

- SD84 and BGCCVI each have distinct governance authorities and responsibilities towards their constituents and stakeholders and acknowledges that the interests of all community members are best served by working together in the spirit of cooperation AND
- SD84 and BGCCVI recognize that a formal commitment to collaborative decision-making and effective communication will result in more successful community development.

SD84 and BGCCVI will enter into this agreement to formalize their commitment to: sharing information, improving communications, addressing specific concerns and community needs, setting a foundation for future planning and raising awareness and understanding of current and future challenges, duties and responsibilities.

Registered Charitable Organization No. BN10680 4016 RR 0001
A good place to be

20 Fifth St.
Nanaimo
British Columbia V9R 1M7
T 250 / 754-3215
F 250 / 754-4771
www.bgccvi.com





1. PURPOSE:

The purpose of this MOU is to:

- 1.1 Enter into a more formal relationship between the SD84 and BGCCVI to establish and maintain a long term relationship based upon effective communications and collaboration; and
- 1.2 Establish a Working Committee comprised of senior staff of both parties to further the development of Clause 1.1.
- 1.3 The MOU does not replace or diminish any existing agreements between SD84 and BGCCVI.

2. PRINCIPLES OF COOPERATION

We agree to that the SD84 and BGCCVI will:

- 2.1 Meet regularly to promote and encourage open and constructive dialogue based on mutual trust, honesty, respect and understanding.
- 2.2 Continually promote understanding of each other's governing structures, capacities, roles, responsibilities and current projects.
- 2.3 Maintain respect for the views and authority of each other.
- 2.4 Respect that all matters discussed are confidential in nature.

3. PRINCIPLES OF COMMUNICATION

- 3.1 We recognize that the foundation of a successful relationship between SD84 and the BGCCVI is open and timely communication. Effective communication between each other can help achieve collaborative decision-making and lead to cooperative action on common areas of interest.
- 3.2 We consider ourselves to have an obligation to communicate effectively between each other and with the residents, stakeholders and other partners.



3.3 We acknowledge and recognize that communication and information sharing for the key joint interests set out in Clause 4.1 may be subject to Federal and Provincial Freedom of Information and Protection of Privacy legislation.

4. KEY JOINT INTERESTS

4.1 We agree to work together within applicable statutes on all areas of mutual interest, which may, at various times include the following elements:

- Education
- Land use planning
- Cultural planning and implementation
- Development Planning and Processes
- Child Care, Daycare and Preschool
- Joint Facility Planning and Use, where appropriate
- Capacity Building
- Fundraising and Grant Development
- Economic Development
- Sustainable Healthy Communities
- Special Projects

5. WORKING COMMITTEE

5.1 A Working Committee will carry out the intent of this agreement based on direction provided by both Boards.

5.2 The Committee will meet quarterly, or as required and the primary liaison will be the Executive Director and/or senior staff.

5.3 The duties of the Working Committee are:

- To facilitate communications and collaboration on items of mutual interest to each other.
- To provide advice to our respective Boards.
- To implement decisions of respective Boards. For the undertaking of special projects and initiatives.
- To identify and recommend financial and other resources required to undertake projects of mutual benefit.



Boys & Girls Clubs
of Central Vancouver Island

6. TERMS OF THE AGREEMENT

6.1 This agreement shall take effect by each Board passing a formal resolution to adopt this MOU.

6.2 This agreement is a living document and may be subject to revision from time to time by mutual consent.

6.3 This agreement will remain in effect continuously unless terminated by either of the parties by providing sixty (60) days notice in writing, delivered by hand, email, or registered mail.

6.4 This agreement does not prejudice or affect the SD84's rights, powers, duties or obligations in the exercise of its functions pursuant to the School Act and other applicable statutes as amended from time to time.

6.5 This agreement does not prejudice or affect BGCCV's rights, powers, duties or obligations under the Societies Act and other applicable statutes as amended from time to time.

7. CONTACT INFORMATION

School District 84
#2 Highway 28
Gold River, BC
V0P 1G0

BGCCVI
2290 Bowen Road
Nanaimo, BC
V9T 3K7

Registered Charitable Organization No. BN10680 4016 RR 0001
A good place to be

20 Fifth St.
Nanaimo
British Columbia V9R 1M7
T 250 / 754-3215
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www.bgccvi.com





Boys & Girls Clubs
of Central Vancouver Island

IN WITNESS THEREOF the parties have hereunto affixed their signatures as of the day and year first written above.

School District 84

BGCCVI

Jenniffer Hanson, Board Chair

Ian Kalina, Executive Director

Witness

Witness

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BRITISH COLUMBIA

Ministry of Education - 1701 Verification

DATE : OCT 05 2018 15:34 (FORM 1701) GRADE ENROLMENT VERIFICATION REPORT - AS AT : SEP-30-2018 Echo Report 8035
 For Schools Funded Within the F.A.S.

DISTRICT: 084 Vancouver Island West

PART 1 - STUDENTS ELIGIBLE FOR FUNDING	SUMMARY <--- SUBTOTAL --->			<--- DETAILS --->	
	HEADCOUNT	HEADCOUNT	FTE	HEADCOUNT	FTE
REPORTED KINDERGARTEN- HALF	0				
- NUMBER SCHOOL AGE		0	.0000		
REPORTED KINDERGARTEN- FULL	17				
- NUMBER CONSIDERED ELIGIBLE FOR FULL FTE - ELL		2	2.0000		
- NUMBER CONSIDERED ELIGIBLE FOR FULL FTE - ABORIGINAL		7	7.0000		
- NUMBER CONSIDERED ELIGIBLE FOR FULL FTE - SPECIAL ED		0	.0000		
- NUMBER CONSIDERED ELIGIBLE FOR FULL FTE - OTHER		8	8.0000		
REPORTED GRADE 1 TO 3	104				
- NUMBER SCHOOL AGE		104	104.0000		
- GRADE 1				32	32.0000
- GRADE 2				35	35.0000
- GRADE 3				37	37.0000
REPORTED GRADE 4 TO 7	96				
- NUMBER SCHOOL AGE		96	96.0000		
- GRADE 4				20	20.0000
- GRADE 5				29	29.0000
- GRADE 6				19	19.0000
- GRADE 7				28	28.0000
REPORTED ELEMENTARY UNGRADED	0				
- NUMBER SCHOOL AGE		0	.0000		
- NUMBER ADULTS		0	.0000		
REPORTED GRADE 8 TO 10	148				
- NUMBER SCHOOL AGE		148	126.3750		
- GRADE 8				27	27.0000
- GRADE 9				39	39.0000
- GRADE 10				82	60.3750
- NUMBER ADULTS		0	.0000		
- GRADE 8				0	.0000
- GRADE 9				0	.0000
- GRADE 10				0	.0000
REPORTED GRADE 11 TO 12	156				
- NUMBER SCHOOL AGE		156	119.7500		
- GRADE 11				70	49.8750
- GRADE 12				86	69.8750
- NUMBER ADULTS		0	.0000		
- GRADE 11				0	.0000
- GRADE 12				0	.0000
REPORTED SECONDARY UNGRADED	2				
- NUMBER SCHOOL AGE		2	1.2500		
- NUMBER ADULTS		0	.0000		
GRADUATED ADULT		0	.0000		
SUBTOTAL (ELIGIBLE IN-SCHOOL STUDENTS)		523	464.3750		
TOT SCHOOL AGE STUDENTS ELIG. FOR FUNDING (EXC HOME SCHL REG)	523		464.3750		
MAX NUMBER OF ADULTS ELIGIBLE FOR FUNDING	0		.0000		
MAXIMUM ELIGIBLE FOR FUNDING (excluding home schl reg)	523		464.3750		
HOME SCHOOL REGISTRATIONS	0				

