



VANCOUVER ISLAND WEST SCHOOL DISTRICT 84

REGULAR BOARD MEETING

MONDAY, JANUARY 11, 2021 – 4:00 PM

By Zoom

A G E N D A

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

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **ADOPTION OF MINUTES**
 - a. Regular Meeting of December 14, 2020
4. **BUSINESS ARISING FROM THE MINUTES**
5. **PUBLIC INQUIRIES AND PRESENTATIONS**
6. **CORRESPONDENCE**
7. **REPORT OF THE CLOSED MEETINGS**
8. **TRUSTEE REPORTS**
 - a. School Reports
 - b. LEA/EA Meeting
 - c. Working Relations Committee Meeting
9. **UNFINISHED BUSINESS**
 - a. Budget 2020-2021
 - b. Update on Capital Projects
10. **NEW BUSINESS**
 - a. Appointments to Board Committees for 2021, and:
 - Provincial Councillor and Alternate
 - BCPSEA Representative and Alternate
 - b. Spring Community Consultation Meetings and Preliminary Budget 2021-2022
11. **SUPERINTENDENT/SECRETARY-TREASURER'S REPORT**
 - a. District Update
 - b. Enrollment Report
 - c. Finance Warrants
12. **TRUSTEE INQUIRIES**
13. **PRESS AND PUBLIC INQUIRIES**
14. **NOTICE OF MEETINGS**
 - a. February 8, 2021 – 4 pm
15. **ADJOURNMENT**

*In partnership with our diverse communities, School District 84
will provide all students with a quality education
relevant to the demands of a modern society.*



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, DECEMBER 14, 2020
VIA ZOOM**

TRUSTEES PRESENT: Arlaine Fehr, Chairperson (Gold River)
Jenniffer Hanson, Vice-Chairperson (Kyuquot)
Debbie Mann (Gold River)
Allison Stiglitz (Tahsis)
Andrew Smith (Zeballos)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer
Annie McDowell, Associate Director of Human Resources
Mike McKay, Special Advisor to School District 84

CALL TO ORDER:

Chairperson Fehr called the meeting to order at 4:01 pm.

APPROVAL OF AGENDA:

2020:R-057 MOVED: Trustee Hanson, SECONDED: Trustee Mann
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2020:R-058 MOVED: Trustee Hanson, SECONDED: Trustee Smith
AND RESOLVED:
"TO adopt the minutes of the regular Board meeting of November 9 2020."

BUSINESS ARISING FROM THE MINUTES:

Nil.

CORRESPONDENCE:

- Chair, SD72 (Campbell River)
- BC School Superintendents' Association
- Zeballos School
- BC School Trustees Association
- BCSTA
- BCSTA
- Chair, SD36 (Surrey)
- BCSTA
- BCSTA
- Chair, SD61 (Victoria)
- Chair, SD61 (Victoria)
- Chair, SD72 (Campbell River)
- Ray Watkins Elementary
- Copy of Letter to Minister of Education re Foundation Skills Assessment
- Copy of Letter to BC Public Sector Employers Association re Appreciation to Renzo del Negro and Janet Stewart for their service to districts while at BCPSEA
- Zeballos Elementary Secondary School November Newsletter
- BCSTA Headlines: Daily News for School Trustees
- BCSTA Headlines: Daily News for School Trustees
- BCSTA Weekly: Academy Spotlight – Jesse Hirsh; SOGI News; BCSTA Scholarships; Indigenous Support for Student Learning Program; Opinion – Talking About Racism is a First Step; New Resource Guides
- Copy of Letter to Minister of Finance re Increasing the District's School Site Acquisition Charge Rate
- BCSTA Update: New Education Minister Announced
- BCSTA Headlines: Daily News for School Trustees
- Copy of Letter to Minister of Education re Cancellation of 2020-2021 Foundation Skills Assessment
- Copy of Letter to Minister of Education re MyEd Student Information System: Gender
- Copy of Letter to Minister of Education re Hope for COVID Vaccine Soon
- Ray Watkins Elementary School December Newsletter

- Chair, SD53 (Okanagan Similkameen)
 - BCSTA
 - BCSTA
 - BCSTA
 - BCSTA
 - BC Principals' and Vice-Principals' Association
 - BCSTA
 - BCSTA
 - BCSTA
- Copy of Letter to Minister of Education re Congratulations on Appointment
 - Copy of Letter to The Honourable Rob Fleming, re Thank you for your contributions to public education in BC
 - Copy of Letter to New Minister of Education re Congratulations and thank you for your contributions to BCSTA's Academy
 - BCSTA Weekly: Academy Starts Tomorrow; New BC Cabinet; COVID-19 Orders; Legal Bulletin – BCSTA and Branch Documents; Reconciliation Award; Boards at Work – Driftwood Art in SD72; Opinion – Inequality in Schools
 - BCSTA Headlines: Daily News for School Trustees
 - Copy of Letter to President, BCSTA, re 2020 – A Year Like No Other
 - BCSTA Weekly: February Provincial Council Motions; Ministerial Mandate Letters; 2020 Academy Videos; Improving the Superintendent School Board Relationship; Fraser Health School Exposures; CSBA President's Bulletin; Prime Minister's Awards; Golden Star Awards; Letters
 - BCSTA Weekly: 2020 Academy Videos; School Sports Update; Vimy Ridge Pilgrimage; Children's Mental Health Study; BCCDC Survey Results; Boards at Work; Post-COVID Education Recovery; Technology Service Interruptions; Newsletter Hiatus; Letters

2020:R-059 MOVED: Trustee Hanson, SECONDED: Trustee Smith
AND RESOLVED:
"TO receive and file the correspondence."

REPORT OF THE CLOSED MEETINGS:

Chairperson Fehr reported on the discussion of one land and eight labour issues at this month's meeting, and one labour issue at the November 9th meeting.

TRUSTEE REPORTS:

a. School Reports

Trustee Stiglitz reported that the NSOP ski trip will take place on December 17th. Everyone is understandably disappointed at not being able to have the Christmas concert and the annual Christmas bizarre this year, and are looking forward to the Winter Break.

Trustee Smith reported that the Ehattis community was hit hard with COVID and has been handing out laptops and books to students. The Zeballos School staff are making connections with students and families to ensure that students are progressing in their school work – and everyone is hoping for a return to regular school attendance in the New Year.

Chairperson Fehr reported that report cards were issued by Gold River Secondary School and parent-teacher interviews held. The students enjoyed some Christmas activities and everyone is looking forward to the Christmas Break.

b. BCSTA Trustee Academy

Chairperson Fehr reported on the BCSTA Trustee Academy which was a virtual event that ran from November 27-28, 2021.

Friday, November 27:

Guided by the Academy's theme *Renewed Focus: Leading Through Crisis*, keynote speaker Michael Fullan spoke on "Core Governance in School Boards: Surviving and Leveraging COVID-19":

1. Context

- The future is up for grabs: education stalled, pent-up ideas: both good and bad, and battle of the decade
- Start slow to go fast
- Dwindling interest in traditional schooling
- Anxiety and stress on the rise for all groups including high performers
- Reimagine learning
- Emerging insights:
 - focus on well-being and whole child
 - competency-based, not content driven
 - elevate impact of technology
 - design for engagement and depth
 - parents as partners
 - shaping the future with deep learning

2. Book: *The Governance Core* (Trustees already have)

- Governance is what you do between elections
- Boards need:
 - Unity of purpose
 - Related action
 - Something that must be constantly attended to
- 10 tips for Trustees (in the book)
- 10 tips for Superintendents (in the book)
- good governance is what you do together (themes on page 17):
 - equity, excellence and achievement
 - shared moral imperative
 - governance mindset
 - unity of purpose
 - leadership from the middle (agencies working together), day to day interactions
- guidelines for serving on the Board (see book)
- coherence is purposeful interaction

3. Deep Learning – alternative learning model

- Six C's:
 - character
 - citizenship
 - collaboration
 - communication
 - creativity
 - critical thinking
- Four elements of Deep Learning Design:
 - pedagogical practices
 - learning partnerships
 - leveraging technology
 - learning environment
- deep learning is quality learning that sticks with you for life
- global competencies can drive literacy and numeracy
- internal accountability
- assessing core competencies - e.g. personal and social
- Strategic Plans need to be streamlined and action-oriented (have a proactive plan)
- Collaborative professionalism
- www.npdl.global or mfullan@me.com

Dr. Reka Gutafson, Public Health Office

- Evidence now proves closing schools was not good
- Safety plans have reduced transmission
- Children are safer at school than anywhere else, based on today's evidence
- Make sure to follow the safety plans and monitor staff interaction

- They have learned that cohorts for students is not necessarily needed and may limit the delivery of curriculum
- Do not recommend masks or class size changes
- Masks are lower level protection but needed in hallways and public areas where 2m distancing may not be possible
- Need to follow protocols consistently and communication must be consistent of the safety plans
- PHO does not recommend extending Winter Break – children are safer and healthier at school to control COVID-19
- Schools are not public places – have working safety plans and a given group of people (not open to the public)
- COVID-19 transmitted through social networks
- Avoid close face-to-face contact with students they do not normally interact with
- COVID-19 is a winter virus
- Vaccines: need to be reviewed by independent bodies for approval of company data
- Vaccines in early 2021 starting with the health care facilities, health care workers, essential services

**Addressing Racism in an Inclusive Education Model
Irvine Carvery (Nova Scotia)**

- Need to change the “norms”
- Work with teachers
- Push and challenge students
- Google to find resources on Black Culture
- Resources: African Canadian Services

Saturday, November 28:

**The Future of Education is Each One Teach One
Jesse Hirsh – Flipped Classroom**

- Digital is for knowledge, classroom is for human interaction (breaking into small groups)
- All jobs involve learning every day
- Encourage outside school learning
- Trustees need to be bridge between school and community (communicate how education is changing)
- Social media has learning potential
- Teach students literacy and critical thinking skills (be safe)
- Teach them the responsible way
- Teach collaboration using social media
- Teach them video making skills (free open source software – OBS (Open Broadcaster Software))
- After Pandemic is over we will value face-to-face more
- Need information management skills
- Counteract conspiracy by making society welcoming and supportive
- People of different ages and skill sets coming together to share (subject unites the class)
- Dialogue is important
- Polis – open source software

Minister of Education - Jennifer Whiteside

- Support health and well-being of students and staff

**Enhancing Student Learning – Framework to Enhancing Student Learning
Keith Godin – Deputy Assistant Minister**

- Focus all talents, efforts, and resources on improving student success
- Need bridge between our mandate and improving student outcomes
- System-wide focus to continuously improve educational outcomes for all students
- Parts of the Framework:
 - Guidelines on strategic planning
 - Coordinated reporting
 - Capacity building

- Key Policy features:
 - Multi-year strategic plans focused on outcomes
 - Alignment of strategic plans to budgets and operational plans
 - Commitment to Reconciliation and DRIPA
 - Continuous improvement efforts
- Outcomes and measures: aligned with the “Educated Citizen” and focused on intellectual development, human and social development, and career development
- **Boards should add some local outcomes and measures to reflect their local context
- FSA (grades 4 and 7)
 - Results allow for early intervention to allow for future success
 - Value for parents, educators, and for sectors
- Working together:
 - Framework Advisory Committee
 - Peer Review Working Group
 - Nine Pilot Districts
 - Group of 7 Think Tank (smallest districts – includes SD84)
- Timeline:
 - September 1, 2020: Policy and Order in effect
 - Implementation: capacity building
 - Report to the Ministry: September, 2021

Ministry Support:

- The Source (Boards do not have access to this yet)
- District Data Dashboards and Sessions
- Learning Series and Panel discussions (open access)
- Gearing-up sessions (with Senior staff)

Mental Health in School Strategy (MHIS)
Jennifer McCrea, Gail Markin, and Laura Dixon

- Erase Strategy
- A Pathway to Hope
- Vision to improve mental health and substance use system
- Compassionate systems leadership, capacity building, and mental health in classroom
- Parts of well-being: self, other, and system
- SEL (Social Emotional Learning)

Panel Discussion on Mental Health Literacy
Dr. Wendy Carr – UBC Faculty of Education and Andrew Baxter – Alberta

- Know where and when to get help
- Human Development and Learning Course (MOOC) (do we have a trainer?)
- Website: teachmentalhealth.org
- Barriers to good mental health:
 - Poor mental health literacy
 - Stigma
 - Costly services
 - Poor referral quality (get to right treatment)
- Mental Health literacy is foundation (more than 1 can exist at the same time)
 - No distress, problems, or disorder
 - Mental distress
 - Mental health problems
 - Mental health disorder
- Four Integrated Approaches for Mental Health Literacy:
 - goto educator (school/district staff)
 - curriculum guide training (teachers)
 - curriculum guide (grades 7 & up)(students)
 - parent MHL session (parents)

Free course online: teachmentalhealth.org/learn
wendycarr@ubc.ca
teenmentalhealth.org

The Superintendent/Secretary-Treasurer noted that SD84 has two administrators who have completed the UBC 'train the trainer' mental health facilitator course, and have been working with two schools so far, to deliver mental health facilitation/training for staff and students so that everyone is speaking the same language. Also, there will be more Kim Barthel mental health workshops taking place this year in SD84, which have been well received by staff and the community and always good for giving people good perspective on all kinds of things including being at home with their children more than they want to this year.

UNFINISHED BUSINESS:

a. Framework for Enhancing Equity and Achievement

The Superintendent/Secretary-Treasurer has been producing an overview each month, with a copy to the Special Advisor for input, to keep a clear focus on the work to be done. The December overview is as follows:

1. Share December's LEAP with the Special Advisor, with a request for feedback.
2. Meet with NTC representatives to prepare a summary document from the two-day facilitated conversation with NTC/First Nations education directors on November 9/10. This meeting was scheduled for November 23, but has been postponed due to a COVID outbreak in the Zeballos area. The summary document (and the facilitator's full report) will be discussed at the next EA/LEA meeting which was also postponed and is now the week of Dec 14-18.
3. Add the November 9/10 commitments to the Framework.
4. Goal 1 Strategies:
 - a. Further inservice and support for all primary teachers on District Reading Assessments – December 1-18 (schedule is weather/COVID dependent and will be delivered by distance if necessary).
 - b. Contract facilitator for middle years literacy support inquiry project for RWES, GRSS, ZESS and KESS has started – initial meetings planned for Dec 1-18 (schedule is weather/COVID dependent and will be delivered by distance if necessary).
 - c. Actions for Learning proposals.
5. Goal 2 Strategies:
 - a. ILRP 100 and EDUC 450 continue until December 4. Debrief with NTC, VIU and SD84 planned for Dec 4.
 - b. Leadership development focused on Professional Learning Communities - ongoing every two weeks at Principal/Vice-Principal Meetings with site specific training Dec 1-18 at RWES and GRSS.
 - c. School planning sessions, Round 2 visits Dec 7-11 (schedule is weather/COVID dependent and will be held by distance if necessary) – focus on i) attendance, ii) PLCs, iii) Nov 9/10 commitments into school plans, iv) at risk students.
 - d. Actions for Learning proposals.
 - e. Staff orientation to Nuuchahnulth culture (and specific communities) – next EA/LEA meeting.
6. Goal 3 Strategies:
 - a. ILRP 100 and EDUC 450.
 - b. Mental Health Literacy training at KESS (if/when staff have returned from leaves and schedule is weather/COVID dependent).
 - c. Actions for Learning proposals – with about 80% of the staff taking part this year.

NEW BUSINESS:

a. Election of Board Chairperson

The Superintendent/Secretary-Treasurer took over the chair and called for nominations for Board Chairperson. Trustee Mann nominated Trustee Fehr, who accepted the nomination. The Superintendent/Secretary-Treasurer called for nominations a second and third time and, hearing none, declared Trustee Fehr acclaimed as Board Chairperson for another year.

b. **Election of Board Vice-Chairperson**

Chairperson Fehr called for nominations for Board Vice-Chairperson. Trustee Mann nominated Trustee Stiglitz, who declined. Trustee Stiglitz nominated Trustee Hanson, who accepted. Chairperson Fehr called for nominations a second and third time and, hearing none, declared Trustee Hanson acclaimed as Board Vice-Chairperson for another year.

c. **Employee Recognition and Service Awards**

The Board of Education recognized the following employees for their service to School District 84, in accordance with District Policy D.14, *Employee Recognition and Service Awards*:

10 Years:

- **Anita Rose**, Special Needs Education Assistant 1, Ray Watkins Elementary School

15 Years:

- **Sally Cooper**, Teacher, Ray Watkins Elementary School

20 Years:

- **Chris Cooper**, Teacher, Ray Watkins Elementary School
- **Katrina Kornylo**, Teacher, Gold River Secondary School

30 Years:

- **Janeen Frame**, Teacher, Ray Watkins Elementary School
- **Kim Anderson**, Special Needs Education Assistant 1, Captain Meares Elementary Secondary School

d. **Statement of Financial Information**

2020:R-060 MOVED: Trustee Smith, SECONDED: Trustee Hanson
AND RESOLVED:
"TO accept the Statement of Financial Information for the fiscal year ended June 30, 2020, as presented."

e. **Actions for Learning 2020-2021**

There are eight Actions for Learning projects underway this year, involving approximately 80% of the staff. The Superintendent/Secretary-Treasurer will arrange to have written reports or presentations for the Board throughout the Spring.

SUPERINTENDENT/SECRETARY-TREASURER'S REPORT:

a. **District Update**

Much of the focus is around the framework and enhancing equity and achievement, but the main focus is around the impact that COVID is having on the schools and District. Now that it has reared its ugly head in Zeballos, the level of fear and disruption was much more than anticipated, and has extended into the other communities. All of the staff continue to work hard to keep students connected with their school work. It is important to remain patient and aware that the schools all continue to struggle with the expectations around COVID, as are the families.

The Superintendent/Secretary-Treasurer was pleased to report that, after almost four months into the school year, the District is almost fully staffed which will help to relieve some of the stress at the school level.

b. **Enrollment Report**

The enrollment is currently at 396 students with about 100 of them being in Nanaimo. At one point this year, there was only one student doing homeschool and now there is 50. The hope is that students will start to return to school in the New Year.

c. **Finance Warrants**

As of the end of October, the District is on track with its budget – being 35% of the way through the school year and having about 65% of the funding left. Another teaching position has been posted for Gold River to absorb some of the extra funding that the District has received.

TRUSTEE INQUIRIES:

Nil.

PUBLIC AND PRESS INQUIRIES:

Nil.

NOTICE OF MEETINGS:

The next regular meeting of the Board of Education will be held on Monday, January 11, 2021, at 4 pm, at the School Board Office in Gold River (or by zoom). Any requests for agenda additions should go to amcdowell@viw.sd84.bc.ca 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:

At 4:43 pm:

2020:R-061 MOVED: Trustee Hanson, SECONDED: Trustee Mann
AND RESOLVED:
"TO adjourn."

A safe and Merry Christmas to everyone!



VANCOUVER ISLAND WEST SCHOOL DISTRICT 84
BOARD COMMITTEES 2020

Budget Committee – Board of Education, Superintendent/Secretary-Treasurer, Associate Director of Human Resources

CUPE Labour Management Committee – Trustee Fehr, Trustee Mann (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources

CUPE Negotiating Committee – Trustee Fehr, Trustee Man (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources, District Principal

District Earthquake Safety Committee – Trustee Stiglitz, Trustee Smith (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources, District Principal

District Mission and Goals Committee – ad hoc

District Occupational Health and Safety Committee – Trustee Stiglitz, Trustee Mann (Alternate), Associate Director of Human Resources, District Principal

District Policy Review Committee – Board of Education, Superintendent/ Secretary-Treasurer, Associate Director of Human Resources

First Nations Education Liaison Committee – Trustee Smith, Trustee Stiglitz (Alternate), Superintendent/ Secretary-Treasurer, Associate Director of Human Resources

Grievance Committee – Area Trustee, Superintendent/Secretary-Treasurer, Associate Director of Human Resources

Joint Rental Accommodations Committee – Trustee Smith Trustee Hanson (Alternate), District Principal, Associate Director of Human Resources

Scholarship Committee – Trustee Mann, Trustee Fehr (Alternate) Superintendent/ Secretary-Treasurer, District Principal

VIWTU Negotiating Committee – Trustee Fehr, Trustee Mann (Alternate), Superintendent/ Secretary-Treasurer, Associate Director of Human Resources, District Principal

Working Relations Committee – Trustee Fehr, Trustee Mann (Alternate), Superintendent/ Secretary-Treasurer, Associate Director of Human Resources, District Principal

Vancouver Island West School District 84
ENROLLMENT REPORT 2020-2021
As of January 5, 2021

Grade	CMESS	GRSS	KESS	RWES	TSAWALK	ZESS	CONT ED	TOTALS
K	2			15		6		23
1	5		2	12		2		21
2	1		1	15		5		22
3	3		5	18		5		31
4	0		3	23		4		30
5	1		8	26		2		37
6	1		2	13		3		19
7	0		6	16		1		23
8	0	10	1		5	2		18
9	2	14	4	1	7	4		32
10	2	15	6		10	3		36
11	2	19	8		18	3		50
12	2	22	5		19	3	2	53
Totals:	21	80	51	139	59	43	2	395

CMESS - Captain Meares Elementary Secondary School

GRSS - Gold River Secondary School

KESS - Kyuquot Elementary Secondary School

RWES - Ray Watkins Elementary School

TSAWALK - Tsawalk Learning Centre

ZESS - Zeballos Elementary Secondary School

CONT ED - Continuing Education

Dec-20 Operating	CURRENT YEAI	BUDGET	\$ Remaining	% Remaining
PRINCIPAL & VP SALARIES	\$ 757,629	\$ 1,501,181	\$ 743,552	49.50%
TEACHERS SALARIES	\$ 910,391	\$ 2,151,839	\$ 1,241,448	57.70%
SUPPORT STAFF SALARIES	\$ 365,681	\$ 708,553	\$ 342,872	48.40%
EDUCATIONAL ASST SALARIES	\$ 168,968	\$ 445,246	\$ 276,278	62.10%
OTHER PROFESSIONAL SALARIES	\$ 213,732	\$ 374,841	\$ 161,109	43.00%
SUBSTITUTE SALARIES	\$ 146,436	\$ 512,593	\$ 366,157	71.40%
EMPLOYEE BENEFITS	\$ 536,471	\$ 1,406,418	\$ 869,947	61.90%
SERVICES	\$ 251,363	\$ 724,923	\$ 473,560	65.30%
STUDENT TRANSPORTATION	\$ 11,857	\$ 37,100	\$ 25,243	68.00%
TRAVEL	\$ 130,655	\$ 549,000	\$ 418,345	76.20%
RENTAL & LEASES	\$ 400,000	\$ 403,000	\$ 3,000	0.70%
DUES & FEES	\$ 23,822	\$ 29,900	\$ 6,078	20.30%
INSURANCE	\$ 14,971	\$ 45,000	\$ 30,029	66.70%
SUPPLIES	\$ 198,821	\$ 877,051	\$ 678,230	77.30%
UTILITES	\$ 120,217	\$ 371,750	\$ 251,533	67.70%
	<u>\$ 4,251,013</u>	<u>\$ 10,138,396</u>	<u>\$ 5,887,383</u>	<u>58.10%</u>

The above represents the operating budget. As can be seen, the District is in a good financial position heading into the new year.

