



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, FEBRUARY 8, 2021
VIA ZOOM**

- TRUSTEES PRESENT:** Arlaine Fehr, Chairperson (Gold River)
Debbie Mann (Gold River)
Andrew Smith (Zeballos)
- TRUSTEE ABSENT:** Jenniffer Hanson, Vice-Chairperson (Kyuquot)
Allison Stiglitz (Tahsis)
- ALSO PRESENT:** Lawrence Tarasoff, Superintendent/Secretary-Treasurer
Annie McDowell, Associate Director of Human Resources
Three Staff Members
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CALL TO ORDER:

Chairperson Fehr called the meeting to order at 4:02 pm.

APPROVAL OF AGENDA:

- 2021:R-005** MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
“TO approve the agenda, with the addition of 8.e. Partner Liaison Meetings; and, 8.f. District Policy Review Committee Meeting.”

ADOPTION OF MINUTES:

- 2021:R-006** MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
“TO adopt the minutes of the Regular Board meeting of January 11, 2021.”

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

a. **Mr. Sean Broderick, Principal, Gold River Secondary School**

Mr. Broderick reported on a very busy year-to-date:

Operations

- Boilers back on – thanks to Mr. Deane Johnson and his team for their work over Christmas Break!

COVID

- Letter issued / reviewed with staff and students re updated requirements
- Mask procedures are now in place and everyone is understanding and compliant
- OHS review and update next

Report Cards

- Attendance letter went out to parents today with report cards, to inform of importance of regular attendance and procedure – plus daily phone calls home take place every day
- YCCW letter
- Copy of COVID letter
- Notification to meet teachers also provided to parents

School Plan

- At-Risk Students (support blocks / attendance procedure / additional supports and communication)
- Grad Rates – 22 students to graduate

- Attendance
 - Procedure
 - Letter
 - Follow-Up
- Assigning Case Load
- Communication Home
- Meetings and Plans
- Literacy
 - NewsEla – Levelled Reading – English / Socials and expand to promote student success
 - Actions for Learning (AFL) – pooled together to work on literacy and NewsEla
 - Professional Learning Community (PLC) – once a month meetings for the rest of the year (literacy focus)
 - SD84 Intermediate Literacy (with Jane Kruks) – two GRSS teachers are working on this and have applied for a \$500 grant for books for students to take home

FUN and NEW

- NSOP – two ski trips in January and two downhill this month (including Grade 8 and 9)
- International Students - Annika (Germany) and Haru (Japan)
- Recent Movie Afternoon – January 22nd
- School Spirit Committee – Connie Chan is spearheading the Committee to create activities for the students each week
- BC School Sports (BCSS) Basketball Challenge – Ms. Chan has a number of students participating
- After-school Woodwork with RCMP (tentatively next week start) – a test case to start
- Food Box Program with Terra Mather – Helping students get 30 hours for graduation – every second Wednesday to generate food boxes for Gold River and Tahsis, with COVID procedures in place
- Grad – June 5

CORRESPONDENCE:

- | | |
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| <ul style="list-style-type: none">• Chair, SD5 (Southeast Kootenay)• BC School Trustees Association• BCSTA• Chair, SD47 (Powell River)• BCSTA Weekly• BCSTA Update• BCSTA• Deputy Minister of Education• Co-Chairs, SD74 (Gold Trail)• BCSTA• Chair, SD42 (Maple Ridge & Pitt Meadows)• BCSTA• SD 10 (Arrow Lakes)• BCSTA | <ul style="list-style-type: none">• Copy of Letter to Minister of Education re Foundation Skills Assessment• Copy Letter to Moms Against Racism Canada re Racist School Assignment at William A. Fraser Middle School• BCSTA Headlines: Daily News for School Trustees• Copy of Letter to Minister of Education Requesting Reinstatement of Funding for Graduated Students Under Age 19 Continuing the Second Year of Trades Training Program with School Districts• Provincial Council Registration; Provincial Council Motions; Partner Liaison Meeting; Reconciliation Award; School Food Gathering; Data Privacy Week; Learning Online Instruction; Letters; Upcoming Events; Reminders• Feb. 20 Provincial Council Registration• BCSTA Headlines: Daily News for School Trustees• Copy of Letter to Chair, SD79 (Cowichan Valley) re Funding for Distributed Learning• Copy of Letter to the BCSTA re the BC Public Sector Executive Compensation Freeze• BCSTA Weekly: COVID-19 Working Group Report; Boards at Work-SD40's Commitment to Being Anti-Racist; Remembrance Day; Opinion-Rethinking Education for Mass Unemployment; Letters; Upcoming and Reminders• Copy of Letter to Minister of Finance and Minister of Education to Request Continuing the Additional Funding to Support COVID-19 Pandemic Management-related Costs• BCSTA Headlines: Daily News for School Trustees• News Release: SD 10 Appoints Future Superintendent• BCSTA Weekly: COVID-19 Response and District Reserves; NEW-Motion Guide; Minister's Advisory; Council on Children and Youth; Boards at Work-RCMP Superintendent Inspires; Vaccination Information; Family Literacy Week; Indigenous Youth and COVID-19; Physical Activity in Schools; Opinion-Justifying More School Funding; Letters, Upcoming and Reminders |
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- Ray Watkins Elementary
- Zeballos School
- BCSTA
- BC Ombudsperson
- Chair, SD42 (Maple Ridge & Pitt Meadows)
- Chair, SD69 (Qualicum)
- BCSTA
- BCSTA
- BCSTA
- Village of Gold River
- BC Public School Employers' Association
- BCSTA
- February Newsletter
- February Newsletter
- BCSTA Headlines: Daily News for School Trustees
- 2019/20 Annual Report
- Copy of Letter to Minister of Education and Minister of Public Safety and Solicitor General Requesting Special Purpose Funding to School Districts to Provide Stable, Year-round Educational Services in Provincial Correctional Facilities Based on the Level of Service Required in Each Community
- Copy of Letter to Minister of Education Questioning the Merits of Completing the Foundation Skills Assessment During Pandemic
- Copy of Letter to Minister of Education and Minister of Transportation and Infrastructure re Safe Routes to Schools as Part of the Provincial Active Transportation Strategy
- Copy of Letter to the Minister of Finance re Public Sector Executive Wage Freeze
- Copy of Letter to Minister of Advanced Education, Skills and Training and Minister of Education re Funding for Trades
- Notice of Public Hearing – Monday, March 1, 2021 – 7 pm – Zoom
- NewsLinkexpress 2021-02: Conference Report: Annual General Meeting
- BCSTA Weekly: Provincial Council and AGM Reminders; Virtual Meeting Tips; Ombudsperson's Report; SOGI News; FNEESC Speaker Series; ChARTing Change Art Contest; Virtual Spelling Bee; Study Abroad Fair; OPINION-Could Collaborative Teaching Improve Education; Letters and News and Upcoming

2021:R-007 MOVED: Trustee Smith, SECONDED: Trustee Mann
AND RESOLVED:
"TO receive and file the correspondence."

REPORT OF THE CLOSED MEETINGS:

Chairperson Fehr reported on the discussion of one land and one labour issue.

TRUSTEE REPORTS:

a. **School Reports**

Trustee Mann reported that Ray Watkins Elementary School now has a full Parents' Advisory Council led by President, Francesca Lott. There are many activities underway and everyone is getting back into the 'swing of things'. There were two Spirit Days in January and the regular pool field trips. The Basketball Club had to be curtailed for a while due to COVID. The staff and students welcomed their new student teacher, Shaylynn Warren, who will be working with Mr. Cooper's Grade 5 and 6 class. A special thank you to the Nootka Sound Outdoor Program for providing many outdoor learning activities in January and skiing in February.

b. **LEA/EA Meeting**

Because Trustee Smith was unable to attend the January 27th Zoom meeting due to illness, the Superintendent/Secretary-Treasurer provided this meeting's report. Ms. Vicki White provided an update on the teacher's guide that she is updating and adding to, and then more discussion about the need for staff orientation around the Nuuchahnulth language and culture (the VIU course seems to have promise there). The Human Rights Exemption for hiring was discussed and the communities want to be organized so as to be able to allow for more Indigenous applicants to be hired in the future.

Also discussed were targeted funds and the need for the school and local communities to agree on how they should be spent. There was some discussion about the School Calendar and the aim to align the calendar with people's pay days. The next meeting will be held by Zoom on February 24th.

c. **Working Relations Committee Meeting**

A meeting was held on January 25th to discuss the 2021/22 School Calendar and the VIWTU's desire to meet before the end of this school year to discuss the possibility of a three-year calendar starting 2022/23, the Nanaimo Schools transition to SD68 and interviewing teachers, TTOCs and support staff for possible positions and/or recall with SD68, and the District Technology Committee.

d. **BC Public School Employers' Association Annual General Meeting**

On January 28th, Trustee Stiglitz attended the 27th Annual General Meeting on behalf of the Board. The meeting was focussed on preparing for the future and on business items including approval of the budget, nominations and elections, and motions.

e. **District Policy Review Committee Meeting**

A meeting was held on February 8th to review two proposed amendments, as well as to review Sections C and D policies with only a few requiring some housekeeping changes.

2021:R-008 MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
 "NOTICE of motion to amend Policy B.4, Travel, Meals and Other Expenses and Policy and Policy B.32, Community and Commercial Use of Facilities and Grounds for Child Care."

Both of these proposals will be circulated for feedback, prior to final adoption. The next meeting is scheduled for March 8th and will include a review of Section E policies and Section F bylaws.

f. **Partners Liaison Meeting**

Chairperson Fehr and the Superintendent/Secretary-Treasurer attended the meeting which was in two parts by Zoom – three hours on February 22nd and two hours on February 5th.

Session One

Minister of Education Jennifer Whiteside

- Challenge to keep students in school has been met
- Grateful for strong leadership
- Some students have experienced learning loss, mental health issues and lack of food
- She wants students to return to school in September at Level 1
- Childcare is available, affordable and safe
- Creating more childcare spaces
- Thank you to all for making sure students get their education

Dr. Reka Gustafson – Deputy Provincial Health Officer

- Vaccine roll-out will be by age
- Majority of the population will have 1st dose by the end of August
- September will be "normal" for schools
- Safe does not mean "0" risk
- Goal is to reduce risk
- Follow guidelines in school safety plans
- Need to emphasize adult to adult interactions
- Vaping sharing spreads the virus
- Future will be vaccine preventative

Professor John Hattie – Melbourne, Australia

- What strategies and structures to support student learning
- Book – 10 Mindframes for Visible Learning –Teaching for Success
- Visiblelearningmetax.com (has all of the data)
- School leader and teacher expertise:

1. it is about the teachers working together to evaluate their impact
 2. all having high expectations
 3. all moving towards explicit success criteria
 4. using the Goldilocks principles of challenge (not too high, not too easy)
 5. errors and trust are welcomed as opportunities to learn
 6. maximize feedback to teachers about their impact
 7. a focus on learning: right proportions of surface to deep
- **does not care how teachers teach but the impact of how they teach
- students see themselves as their own teacher
 - growth rather than high achievement
 - not achievement and standards
- Get students to finish school, no matter how many years it takes!**
- COVID-19 Impact – educator led implementation, do not rush back to “old ways”
 - Teach students to interpret their assessment or feedback of their work

10 Mindframes:

Impact

- Evaluator
- Assessment informs me
- I collaborate

Change & Challenge

- I am a change agent
- I embrace challenge

Learning Focus

- I receive feedback
- I engage in dialogue
- I provide criteria or success
- I build relationships
- I focus on language of learning

Session Two

Keith Godin – Assistant Deputy Minister - Summary of Session One

1. COVID's impact on learning
2. Learn from what we did well
3. Support mental well-being for staff and students
4. Consistent communication for success
5. Put learning first into strategic planning
6. We are more effective working together

Hattie: teachers working together as evaluators of their impact and to have high expectations

Catherine McCullough - CMC Leadership

- Key Considerations for Strategic Planning – Quality Strategic Planning & Monitoring
- Role is improving student achievement and well-being

Strategic Plan

- Strategic plan is a framework for the allocation of the Board's resources and actions aligned to its Strategic Priorities
- Creates a shared vision, focus, and understanding by all
- Function is a guide (road map) for all
- Fosters a climate of transparency
- Most important part of process is implement, monitor, evaluate, and adapt
- Strategic plan is an event and Monitoring is a process
- Mission (actionable) and Vision (aspirational -3-5 words) are starting points
- Strategic plan has a few priorities that are clear (less is best)
- Have student participation
- Too many strategic priorities result in resources getting diluted and people are spread too thin
- Feedback is important
- Monitoring

- An operational or implementation plan that maps out how you are going to achieve your goals or plans
- Tips and Tricks handout will be forwarded
- www.cmcleadership.ca

Framework for Enhancing Student Learning – Ministry Staff - Shelaina Postings and Cynthia Drumond

- Why? – to improve outcomes and equity to raise bar of the entire system, coherence and focus
- Ministry has five responsibilities (collaborate)
- School Board has five responsibilities (develop and implement Strategic Plan, submit report September 30 each year)

Timelines:

1. Report (July-September)
2. Review (October-November) - receive feedback letter from Ministry
3. Adjust (December-January)
4. Analyze (February-March)
5. Action (April-June)

What is a Strategic Plan? (3-5 years)

- Three goals and cascading objectives to improve student success
- Not an Education Plan or Operational Plan

What is a good Strategic Plan and Monitoring?

- Process, not an event
- Focused on student success
- Evidence informed
- Aligned
- Lives on website
- Communicate it to all

What are Operational Plans?

- Must align with Strategic Plan
- One-year plan
- Action-oriented

What is the Enhancing Student Learning Report?

- Measures in Ministry Order are the minimum
- How do School Plans align with Strategic Plan?

Continuous Improvement Program

- See chart on Ministry website (MDL stands for Ministry District Liaison)
- Continuous learning improvement:
 - Cooperate box (every three years)
 - Facilitate box
 - Communicate box
 - Direct box – District is assigned a Special Advisor
- Information is available on Source Share Point (not available to Boards)
- Educ.framework@gov.bc.ca for questions

UNFINISHED BUSINESS:

a. Spring Community Consultation Meetings

The Spring Community Consultation meetings will be offered on two separate days – February 22nd and 23rd - from 6:30-8:00 pm by Zoom - to give people an option on which day to attend. The topics of discussion: COVID, District Education Framework, Budget 2021/2022, District Facilities Consultation regarding the redesign of Captain Meares Elementary Secondary School and the amalgamation of Ray Watkins Elementary and Gold River Secondary Schools, and Questions/Answers. Anyone wishing to attend must register with Annie McDowell at amcdowell@viw.sd84.bc.ca.

The hope is that both meetings will be well-attended and that plenty of feedback will be received on the draft District Education Framework which will be guiding much of next year's budget, and the proposed CMES design and RWES/GRSS amalgamation. The Board has already passed a motion to move forward with the facilities proposals and now it is time for consultation prior to a final decision. Trustees were requested to encourage people to attend and to provide their input in a formal way, rather than on Facebook.

NEW BUSINESS:

a. Amended Annual Budget 2020-2021

The Superintendent/Secretary-Treasurer reported that this year's budget is approximately 49% spent so the District is right on track. He recommended approval of all three by-law readings in one, and then adoption of the budget.

2021:R-009 MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
"TO give the Amended Annual Budget Bylaw three readings in one."

2021:R-010 MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
"TO adopt the Amended Annual Budget Bylaw for the fiscal year 2020-2021 pursuant to Section 113 of the School Act, showing the estimated revenue and expense for the 2020-2021 fiscal year and the total budget bylaw amount of \$13,112,940 for the 2020-2021 fiscal year."

b. School Calendar 2021-2022

The Superintendent/Secretary-Treasurer presented the proposed alternate calendar, stating that it seems to be the one that most of the people in the District want to see. It is a shorter year next year, with instruction starting on September 7th and ending on June 23rd, resulting in only 164 days of instruction and 171 days in session. As a result, the days will be longer: 337 minutes/day for elementary and 349 minutes/day for secondary. The Superintendent/Secretary-Treasurer recommended that the Board agrees to circulate this calendar for feedback, and to make their decision with regard to finalizing the calendar at the March Board meeting.

2021:R-011 MOVED: Trustee Smith, SECONDED: Trustee Mann
AND RESOLVED:
"TO circulate the proposed School Calendar 2021-2022 as presented, for feedback."

c. Enrollment Projections for 2021-2022

The projected enrollment for next year is 289 students, of which 24 will be English Language Learners, 179 Indigenous, 52 Special Needs, and one Adult Non Graduate. There will be 24 Grade 12's leaving the District this year and only 14 Kindergarten students registered for September. The District will again be in funding protection, receiving 98.5% of the previous year's budget to buffer the impact of the enrollment decline.

d. Preliminary Budget 2021-2022

The District is anticipating being in funding protection which is independent of special purpose funds. It is expected that approximately 10 FTE teachers will be funded by the Classroom Enhancement Fund (CEF) next year (up from about 8.0 FTE this year). This is good news in terms of the budget because, the smaller the District gets, the more CEF will pay for non-enrolling teachers.

SUPERINTENDENT/SECRETARY-TREASURER'S REPORT:

a. District Update

The Ministry announced new COVID rules and procedures last Thursday, and these have been posted on the District's website and sent home to parents. The biggest change is that all staff, and middle and highschool students, are required to wear their masks now inside the buildings unless behind a barrier or sitting at their workstation. Elementary students are exempt from this requirement. Maintaining a social distance of two (2) meters is still recommended, while at school and work. Physical Education activities

should be outside as much as possible with no prolonged physical contact; i.e. playing Frisbee Golf is acceptable, wrestling is not permitted; two custodians working in an empty school do not need to wear masks unless they are in the same room. All of the safety plans in the District will be updated and posted by the end of February, at which time the Superintendent/Secretary-Treasurer will send the links to the Ministry of Education.

Report cards have gone out to parents or are going out very shortly and schools are busy working on their school plans. The Superintendent/Secretary-Treasurer and Directors of Instruction will conduct another round of virtual school visits this week. Everyone is working diligently, and looking forward to Spring Break even though still being under COVID rules.

b. **Enrollment Report**

The enrollment is currently at 399 students – considerably more than the projections for next year.

c. **Finance Warrants**

As of the end of January, the District is on track, having spent just under 50% of its annual budget.

TRUSTEE INQUIRIES:

Chairperson Fehr asked if the District received a letter from the Ministry in October/November for feedback on the Strategic Plan. The Superintendent/Secretary-Treasurer stated that the Plan starts in September 2021, with feedback to follow in November.

PUBLIC AND PRESS INQUIRIES:

Nil.

NOTICE OF MEETINGS:

The next regular meeting of the Board of Education will be held on Monday, March 8, 2021, at 4 pm, by Zoom. Any requests for agenda additions should go to amcdowell@viw.sd84.bc.ca 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:

At 5:00 pm:

2021:R-012 MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
 "*TO adjourn.*"