



VANCOUVER ISLAND WEST SCHOOL DISTRICT 84
REGULAR BOARD MEETING
MONDAY, DECEMBER 12, 2022 – 4:00 PM
SCHOOL BOARD OFFICE, GOLD RIVER, BC

AGENDA

Board of Education
Vancouver Island West School District 84

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **ADOPTION OF MINUTES**
 - a. Inaugural Meeting of November 18, 2022
 - b. Regular Meeting of November 18, 2022
4. **BUSINESS ARISING FROM THE MINUTES**
5. **PUBLIC INQUIRIES AND PRESENTATIONS**
 - a. Introduction to Actions for Learning - Mr. Steve Larre, Director of Instruction
 - b. Report on Actions for Learning Project - Mr. Chris Cooper, Teacher, Ray Watkins School
6. **CORRESPONDENCE**
7. **REPORT OF THE CLOSED MEETING**
8. **TRUSTEE REPORTS**
 - a. School Reports
 - b. Enhancement Agreement/Local Education Agreement Meeting
 - c. BC School Trustees Association Trustee Academy 2022
 - d. BCSTA Provincial Council Meeting
9. **UNFINISHED BUSINESS**
 - a. Community Consultation Meetings
10. **NEW BUSINESS**
 - a. Employment Recognition and Service Awards
 - **10 Years:**
 - Ellena Gjesdal, District Administrative Assistant, District Office
 - Deane Johnson, Director of Instruction and Operations Supervisor, District Office
 - Keyla Koroll, StrongStart Facilitator, Ray Watkins Elementary School
 - Lynne Unger, Payroll and Human Resources Executive Assistant, District Office
 - **25 Years:**
 - Delores Whyte, Teacher, Gold River Secondary School
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. January 9, 2023, 4 pm - School Board Office
15. **ADJOURNMENT**



**INAUGURAL MEETING OF THE BOARD OF EDUCATION
OF VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON FRIDAY, NOVEMBER 18, 2022 AT 4:00 PM
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

TRUSTEES PRESENT: Arlaine Fehr (Gold River)
Katie Unger (Gold River)
Jenniffer Hanson (Kyuquot)
Allison Stiglitz (Tahsis)
Cyndy Rodgers (Zeballos)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer
Annie McDowell, Associate Director of Human Resources

CALL TO ORDER:

The Superintendent/Secretary-Treasurer called the meeting to order at 4:03 pm.

ANNOUNCEMENT OF RESULTS OF TRUSTEE ELECTIONS:

Gold River:	Arlaine Fehr (acclaimed) Katie Unger (acclaimed)	Tahsis:	Allison Stiglitz (acclaimed)
Kyuquot:	Jenniffer Hanson (acclaimed)	Zeballos:	Cyndy Rodgers (elected)

DECLARATION AND OATH OF OFFICE:

The Superintendent/Secretary-Treasurer declared that the Trustees swore their oaths of office.

ELECTION OF BOARD CHAIRPERSON:

Trustee Arlaine Fehr was acclaimed Board Chairperson, and assumed the chair. Chairperson Fehr acknowledged that this meeting was being held on the Mowachaht/Muchalat Territory.

ELECTION OF BOARD VICE-CHAIRPERSON:

Trustee Jenniffer Hanson was acclaimed Board Vice-Chairperson.

APPOINTMENT OF AUDITOR:

2022:I-01 MOVED: Trustee Stiglitz, SECONDED: Trustee Hanson
AND RESOLVED:
"TO appoint Moeller Matthews as the auditor for the 2022-2023 fiscal year."

MOTION TO RATIFY AND/OR CHANGE COMMITTEES:

2012:I-02 MOVED: Trustee Stiglitz, SECONDED: Trustee Rodgers
AND RESOLVED:
"TO ratify the Committees."

APPOINTMENT OF COMMITTEE MEMBERS:

Chairperson Fehr appointed Committee members as follows:

- **Budget Committee** – Board of Education, Superintendent/Secretary-Treasurer, Associate Director of Human Resources
- **CUPE Labour Management Committee** – Trustee Fehr, Trustee Unger (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources
- **CUPE Negotiating Committee** – Trustee Fehr, Trustee Unger (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources, District Principal
- **District Earthquake Safety Committee** – Trustee Rodgers, Trustee Hanson (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 Unger (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 Stiglitz, Trustee Rodgers (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 Unger, Trustee Hanson (Alternate), District Principal, Associate Director of Human Resources
- **Scholarship Committee** – Trustee Unger, Trustee Fehr (Alternate), Superintendent/Secretary-Treasurer, District Principal
- **VIWTU Negotiating Committee** – Trustee Fehr, Trustee Unger (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources, District Principal
- **Working Relations Committee** – Trustee Fehr, Trustee Unger (Alternate), Superintendent/Secretary-Treasurer, Associate Director of Human Resources, District Principal

PASSAGE OF BANKING RESOLUTIONS AND APPOINTMENT OF SIGNING OFFICERS:

2022:I-03 MOVED: Trustee Rodgers, SECONDED: Trustee Hanson
AND RESOLVED:

“THAT School District 84 will continue to bank with the Royal Bank of Canada, with signing authorities being Trustee Katie Unger, Superintendent/Secretary-Treasurer Lawrence Tarasoff, Associate Director of Human Resources Anne McDowell, and District Principal Stephen Larre.”

ESTABLISHMENT OF PLACE AND TIME FOR MEETINGS:

2022:I-04 MOVED: Trustee Hanson, SECONDED: Trustee Stiglitz
AND RESOLVED:

“THAT the Regular Board meetings will be held on the second Monday of each month, commencing at 4:00 pm, with the October meeting in Tahsis, the April meeting in Zeballos, the Kyuquot meeting in May, and all others in Gold River, unless changed by the Board Chairperson.”

APPROVE REMUNERATION FOR BOARD OF EDUCATION:

2022:I-05 MOVED: Trustee Rodgers, SECONDED: Trustee Hanson
AND RESOLVED:
"TO approve the following annual remuneration for the Board of Education: Chairperson - \$17,969.96, Vice-Chairperson - \$16,460.22, Board Member - \$15,169.76."

APPOINTMENT OF PARLIAMENTARIAN:

Trustee Rodgers was appointed Parliamentarian for the Board of Education.

APPOINTMENT OF BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION REPRESENTATIVE:

Trustee Unger was appointed with Trustee Stiglitz being the Alternate.

APPOINTMENT OF BC SCHOOL TRUSTEES' ASSOCIATION PROVINCIAL COUNCILLOR AND ALTERNATE:

Trustee Fehr was appointed, with Trustee Hanson being the Alternate.

ADJOURNMENT OF INAUGURAL MEETING:

At 4:29 pm:

2022:I-06: MOVED: Trustee Hanson, SECONDED: Trustee Rodgers
AND RESOLVED:
"TO adjourn."



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON FRIDAY, NOVEMBER 18, 2022,
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

TRUSTEES PRESENT: Arlaine Fehr, Chairperson (Gold River)
Jenniffer Hanson, Vice-Principal (Kyuquot)
Katie Unger (Gold River)
Allison Stiglitz (Tahsis)
Cyndy Rodgers (Zeballos)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer
Annie McDowell, Associate Director of Human Resources

CALL TO ORDER:

Chairperson Fehr called the meeting to order at 4:32 pm, and acknowledged that this meeting is taking place on the territory of the Mowachaht/Muchalat people and is happy to be enjoying this location and this time.

APPROVAL OF AGENDA:

2022:R-066 MOVED: Trustee Stiglitz, SECONDED: Trustee Rodgers
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2022:R-067 MOVED: Trustee Hanson, SECONDED: Trustee Stiglitz
AND RESOLVED:
"TO adopt the minutes of the Regular Board meeting of October 11, 2022."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

Nil.

CORRESPONDENCE:

- BC School Trustees Association
- BCSTA
- BCSTA
- Minister of Education and Child Care
- BCSTA
- BC Teachers' Council
- Minister of Education and Child Care
- BCSTA
- BCSTA
- President, BCSTA
- BCSTA Update: Media Release: Election Delivers 158 New Trustees to BC's Boards of Education
- BCSTA Headlines: Daily News for School Trustees
- BCSTA Headlines: Daily News for School Trustees
- Copy of Letter to BCSTA President, re Minimum Standards for Indoor Air Quality and Associated Funding in BC Schools
- BCSTA Headlines: Daily News for School Trustees
- Copy of Letter to BCSTA President re Teacher Education Programs in Rural Districts
- Copy of Letter to BCSTYA President, re New Funding for Universal Food Programs at All Public Schools in BC
- BCSTA Weekly: Academy Speaker-Shelley Moore; Legal Accountability Learning Guide; PC Motions; Future Motion Deadlines; Multicultural and Anti-Racism Grants; BCCPAC News; Opinion – Another Step Towards Reconciliation; Letters; Trustee Orientation Guide; Email List Update
- BCSTA Headlines: Daily News for School Trustees
- Copy of Letter to Minister of Education and Child Care re Changes to the School Act, Student Immigration Status Barriers and Updating the Attributes of a BC Graduate

- BCSTA
- BCSTA
- President, BCSTA
- BCSTA
- BCSTA Weekly: Three Weeks Until Academy & Orientation; Governance Guide; Provincial Council News; BCSTA Scholarships; Opinion 0- Choice and Equity are Incomplete; Letters; Reminders
- BCSTA Headlines: Daily News for School Trustees
- Copy of Letter of Congratulations to New BC School Superintendents Association President
- BCSTA Weekly: Two Weeks to Go to Academy; Provincial Council Guide & Training; Orientation Webinars; ChildCareBC Bulletin; Opinion – Improving Student Achievement; Letters; Future Motion Deadlines; Provincial Council Motions; Trustee Orientation Guide; Learning Guides; BCSTA Scholarships; Metis Nation Survey; Multiculturalism and Anti-Racism Grants

2022:R-068 MOVED: Trustee Hanson, SECONDED: Trustee Stiglitz
AND RESOLVED:
"TO receive and file the correspondence."

REPORT OF THE CLOSED MEETING:

Chairperson Fehr reported that the Board discussed four labour issues, locally ratified two Collective Agreements and approved funding for Christmas staff functions to the amount of \$40 per attending employee.

TRUSTEE REPORTS:

a. School Reports

Trustee Stiglitz reported that the Captain Meares PAC has been generously supporting CMES by purchasing pumpkins for the Hallowe'en pumpkin carving and helping the staff and highschool students clear the tsunami trail. Principal Baron is now looking into replenishing the supplies stored in the emergency container. The students enjoyed the successful District volleyball jamboree at Gold River Secondary, with Brodie Eldridge winning the serving award and CMES placing third overall. Everyone enjoyed the recent ArtStarts performance, and now looks forward to the annual PAC bizarre on December 3, the concert on December 15, and Christmas with Santa on December 16 with a special breakfast.

Vice-Chairperson Hanson reported on the many activities this past month at Kyuquot School: Hallowe'en Pumpkin Parade, Community Equity and Action meetings, GRSS Drum & Dance Group visit to Kyuquot, Grade 7 FSAs, Uzume Taiko Drum Workshops, Senior Secondary Elder's Luncheon, start of KESS Cultural Group Practice at School, GRSS Volleyball Jamboree, KESS Identity and Belonging Project with Shelanne Justice Photography, Intermediate Malscope River Adventure with Warriors and WitWok, and the Open House and Parent-Teacher Meeting. Upcoming events include the KCFN University Campus Exploration, N'we Jinan Mobile Music Production Studio, Term 1 report cards, RCMP Indigenous Floor Map Presentation, Spirit Week, Christmas Craft Fair and Concern, and Community Christmas Dinner.

Chairperson Fehr attended the very nice Remembrance Day ceremony at Gold River Secondary School, attended by the Member of Parliament, two RCMP officers and several Royal Canadian Legion representatives. Chairperson Fehr hopes to be in the school next week to do her twice-annual question periods with students.

b. Enhancement Agreement/Local Education Agreement Meeting

The Superintendent/Secretary-Treasurer reported on the meeting of October 18, held in Kyuquot. The budget was set based on the number of self-declared Indigenous students registered in the District. A report on the Curriculum Implementation Day's program in September was provided with many good stories from that day and a special note that the community would like to see more. Also discussed were the Equity in Action community meetings and the schedule for those meetings, the Vancouver Island University courses offered by the District to staff and community members to learn more about the Nuuchah-nulth language and culture, the student teacher program, the special hiring program which has

now been approved, and the student-hosted cultural celebration on May 12 to be attended by students and chaperones from across the District.

The next meeting is scheduled for November 21 at Tsaxana, with the community meeting taking place the following day, followed by dinner.

c. Working Relations Committee Meeting

The November 2nd meeting addressed three topics: follow-up to the Curriculum Implementation Day and how to offer the content more often; recruitment, retention and resignation; and, coverage when Special Needs Education Assistants are absent.

d. District Policy Review Committee Meeting

The proposed Administrative Procedures were circulated, with no feedback.

2022:R-069 MOVED: Trustee Stiglitz, SECONDED: Trustee Rodgers
AND RESOLVED:
"TO adopt the Administrative Procedures, as circulated."

UNFINISHED BUSINESS:

a. Community Consultation Meetings

The Superintendent/Secretary-Treasurer explained that, as part of the District's Equity in Action program, the First Nations Education Liaison Committee is taking a community-centred approach towards creating an understanding of what communities would like to see as the colonial barriers to effective education. A series of meetings have been started with the first two being in Kyuquot and Ehattis (for both Nuchatlaht and Ehattesaht), and the next one scheduled in Tsaxana.

Vice-Chairperson Hanson expressed her pleasure at the turnout in Kyuquot, with many parents and grandparents in attendance to provide valuable feedback.

A meeting will be scheduled for Tahsis in early January, and then a new series of meetings will occur in the Spring, focussed on further de-colonizing input as well as seeking budget and program input.

NEW BUSINESS:

a. Statement of Financial Information

2022:R-070 MOVE: Trustee Hanson, SECONDED: Trustee Rodgers
AND RESOLVED:
"TO accept the Statement of Financial Information for the year ended June 30, 2022, as presented."

b. Special Program Approval – First Nations Hiring

In June of 2022, the District applied to the Office of the Human Rights Commissioner for a Special Program designation for a five-year period of preferential hiring of self-identified First Nations applicants in all positions with the School District until the proportion of self-identified and qualified First Nations employees equals the proportion of self-identified First Nations students. This was supported by CUPE Local 2769, the VIWTU and the SD84 members of the BCPVPA, and the application was granted by the Human Rights Commissioner pursuant to s.42(3) of the *BC Human Rights Code* for a five-year term.

As a result, all employment postings in SD84 will include a statement of preferential hiring of self-identified First Nations applicants over the next five years.

SUPERINTENDENT/SECRETARY-TREASURER’S REPORT:

a. District Update

It is exciting to see the student activities starting up again – District Volleyball Jamboree, Canada-wide Science Fair, team sports, and upcoming District Basketball Tournament – and a grant application is in process for another student trip to France. As there are many reports of increased mental health and trauma issues since COVID, which has clearly taken a toll on students and adults, it is very positive to see activities getting back to normal.

The Superintendent/Secretary-Treasurer and Directors of Instruction will be conducting their school visits in the near future to meet with Principals to find out how the schools are doing, what students are at risk with reading/numeracy and what interventions are in place for them. It is heartening to see more and more of a shift in the District to Indigenous ways of knowing in the classrooms, and to have community partners and the NTC to support and guide the work. A positive place to be!

b. Enrollment Report

There are 345 students registered including homeschoolers, continuing education and international students – a much higher number across the board than was expected.

c. Finance Warrants

The District remains in funding protection and continues to be on track with its spending.

TRUSTEE INQUIRIES:

Trustee Rodgers inquired about the process to encourage student-led mental health openness in the schools, and Chairperson Fehr suggested that this could be an official discussion topic at future Board meetings in terms of funding, action plan and implementation.

Chairperson Fehr reminded the Trustees to refer any press inquiries to the Superintendent/Secretary-Treasurer, and to forward any Board reports for presentation to the Associate Director of Human Resources.

The Superintendent/Secretary-Treasurer spoke of the computer purchase program for employees which could be open to Trustees, subject to Board approval, or Trustees can be provided with refurbished computers if they wish.

PRESS AND PUBLIC INQUIRIES:

Nil.

NOTICE OF MEETINGS:

The next Regular Board meeting will be held on Monday, December 12, 2022 at 4 pm in the School Board Office. The public is invited to attend. 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 5:34 pm:

2022:R-071 MOVED: Trustee Rodgers, SECONDED: Trustee Hanson
AND RESOLVED:
“TO adjourn.”

Vancouver Island West School District 84
ENROLLMENT REPORT 2022-2023
As of December 8, 2022

Grade	CMESS	GRSS	KESS	RWES	ZESS	CONT ED	TOTALS
K	2			17	7		26
1	1		3	16	6		26
2	3		3	15	4		25
3	5		2	9	4		20
4	3		1	10	4		18
5	4		5	16	5		30
6	2		4	25	3		34
7	3		6	21	3		33
8	2	13	2		2		19
9	1	16	6		1		24
10	2	21	3		2		28
11	2	17	3		7		29
12	1	17	7		3	3	31
Totals:	31	84	45	129	51	3	343

CMESS - Captain Meares Elementary Secondary School

GRSS - Gold River Secondary School

KESS - Kyuquot Elementary Secondary School

RWES - Ray Watkins Elementary School

ZESS - Zeballos Elementary Secondary School

CONT ED - Continuing Education

School District No. 84 (Vancouver Island West)
 Nov 30/2022

OBJECT	DESCRIPTION	Expenditures		Budget		2022 % difference remaining	KEY APPROX
		2022		2022			
-105	PRINCIPAL & VP SALARIES	720,640		1,927,913	1,207,273	62.60%	66%
-110	TEACHERS SALARIES	573,478		1,803,342	1,229,864	68.20%	70%
-120	SUPPORT STAFF SALARIES	270,241		730,838	460,597	63.00%	66%
-123	EDUCATIONAL ASST SALARIES	71,362		243,139	171,777	70.60%	70%
-130	OTHER PROFESSIONAL SALARIES	218,997		576,652	357,655	62.00%	66%
-140	SUBSTITUTE SALARIES	62,983		401,000	338,017	84.30%	70%
-200	EMPLOYEE BENEFITS	436,509		1,419,262	982,753	69.20%	65%
-310	SERVICES	177,938		662,950	485,012	73.20%	70%
-330	STUDENT TRANSPORTATION	560		38,500	37,940	98.50%	70%
-340	TRAVEL	136,898		507,114	370,216	73.00%	70%
-360	RENTAL & LEASES	128		0	-128	0.00%	70%
-370	DUES & FEES	23,669		41,200	17,531	42.60%	70%
-390	INSURANCE	29,072		39,000	9,928	25.50%	70%
-510	SUPPLIES	151,782		1,349,396	1,197,614	88.80%	70%
-540	UTILITES	82,054		378,750	296,696	78.30%	70%
GRAND TOTAL		2,956,311		10,119,056	7,162,745	70.78%	

As of Nov 2021 we had spent \$130,000 more than the current year

Capital Projects	current yr. expenses	Last yr expenses	Total expense	funds available	to date funds drawn	
CMESS	2,125	50,731	52,856	450,000	300,000	
Kyuquot		605,000	605,000	605,000	605,000	Modular and exterior walls complete
CMESS	6,063	0	6,063	795,000	-	
ZESS	51,403	6,110	57,513	100,000	100,000	
Kyuquot	106,602	8,204	114,806	150,000	150,000	CNCP
RWES	91,465	79,828	171,293	165,000	165,000	playground complete
GRSS	127,201	-	127,201	180,000	180,000	CNCP
RWES	15,307	-	15,307	180,000	50,000	CNCP
GRSS	148,635	70,840	219,475	450,000	300,000	electrical
	548,801	820,713	1,369,514	3,075,000	1,850,000	