



MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
GALIANO COMMUNITY SCHOOL
November 09, 2016 at 1:00 p.m.

Present:	May McKenzie	Chairperson
	Rob Pingle	Vice Chairperson
	Shelley Lawson	Trustee
	Nancy Macdonald	Trustee
	Anna Herlitz	Trustee
	John Wakefield	Trustee
	Lisa Halstead	Superintendent of Schools
	Rod Scotvold	Secretary Treasurer
	Linda Underwood	Director of Instruction, Human Resources
	Doug Livingston	Director of Instruction, Learning Services
	Cindy Rodgers	Manager of Finance
	Dawne Fennell	Executive Assistant
	Shannon Johnston	GIPVPA Representation
	Deborah Nostdal	GITA President
Regrets:	Susanne Middleditch	Trustee
	Larry Melious	CUPE President
	Sean McIntyre	Driftwood Representative

The meeting was called to order at 1:00 p.m. Chair McKenzie acknowledged this meeting is taking place on the territory of the Coast Salish people.

1. ADOPTION OF AGENDA

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2016 11 09, be adopted as presented.

CARRIED 115/16

2. APPROVAL OF MINUTES

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2016 10 12, be approved as presented.

CARRIED 116/16

3. BUSINESS ARISING

4. DELEGATIONS

(a) Galiano Preschool Committee

Emma Davis spoke to Board members regarding the progress of establishing a licensed childcare facility on Galiano Island. The licensed childcare facility was originally an initiative of the Galiano Preschool Society; however, they are no longer involved. The Galiano Activity Centre Society, a non-profit organization, and which Ms. Davis is a Board member of, has adopted the project and the plans are moving forward. A business plan has been developed for funding applications and a budget of \$50,000 has been set to complete all the required renovations to an area within the Galiano School. They are anticipating all eight places in the childcare facility will be filled. In the draft operating agreement provision has been made to review the operating agreement following the first year of operation. Ms. Davis stated they have been approached by ECE facilitators who are interested in a position if everything goes through as planned.

It was moved and seconded that the Board of Education approves to support, in principle, the Galiano Activity Centre Society project pending approval of the operating agreement and receipt of funding from the provincial government or other sources.

CARRIED 117/16

5. **TRUSTEE'S SCHOOL REPORTS**

➤ ***Fernwood Elementary School***

Mr. McPhee's grade 5 class is working on some exciting projects. Every year he chooses a theme to focus learning and enable learners to create connections throughout the curriculum, and give students a sense of pride in building on their knowledge throughout the year. This year's theme is Ocean and Marine Exploration. OpenROV has a grant program where they support people who are keen to explore science, technology, and the ocean, a perfect fit for the theme. They awarded Mr. McPhee with this grant and sent out an ROV (Remotely Operated Underwater Vehicle) kit to encourage their inquiry of the ocean. The class will be recording their expeditions, findings, and inquiries through a digital field journal which will be shared through the OpenROV website. The class is currently involved in the build and they hope to be ready for their first expedition in December before the winter break.

➤ ***Fulford Community Elementary School***

"Getting our Hands Dirty" is the focus of expanding the garden into a full year operating project, integrated learning, students participating in workshops on compost and worm bins, CRD workshop, lots of nature art related to garden, want garden to be busy all year round, teachers Ara Van Riel and Michelle Spencer get students outside for 50% of the day

➤ ***Galiano Community School***

Focus is communicating student learning and assessment and this is evident by all the information (wellness, Ab. Ed., green shirts) posted on bulletin boards around the school

➤ ***Gulf Islands Secondary School***

GISS planning group, teachers, parents and students are attending, delving into school organization, scheduling. This week's topic was honour roll, agreement among staff and students that criteria of honour roll should change. The criteria used to be 80% in 4 subjects, but this missed students who should be on the honour roll for other reasons. Moving away from that and moving into a more holistic approach, new name, recognizing that there are other things to be recognized rather than just grades. Also looking at the principal's list and year-end awards, still need to recognize academic achievements, but there are other achievements to evaluate

➤ ***Mayne Elementary/Jr. Secondary School***

Reading – 2 initiatives: the first is reading workshops for staff and community volunteers. Volunteers visit the school during literacy blocks to do one on one reading with students. The second project is for intermediate kids, exploring literacy works of local authors, then the authors come in to visit and discuss their books with the students

➤ ***Pender Islands Elem./Sec. School***

Tsawout-Pender youth leadership initiative

South Pender Historical Society has received approval for a large Canada 150 grant from Heritage Canada for their 2017 Pender Reconciliation Initiative. The objective of this project is to promote positive engagement with our Tsawout neighbours who have reserve land on South Pender in the spirit of reconciliation. The centrepiece of this 2017 initiative is a Tsawout-Pender youth leadership initiative to be delivered through the Tsawout and Pender schools with a program/curriculum to promote development of leadership skills, cultural awareness, and cross cultural understanding and relationships. The program will be administered through the respective schools for twelve Grade 6-8 students, six from each community. The youth will meet a total of 8 days between March and May, alternating between Pender and the Tsawout community in Saanichton. The youth will jointly develop a cultural event to be presented in their respective school communities between May 29 and June 9 to promote engagement on cultural issues and reconciliation. Two teachers, one from each school will collaborate to develop a curriculum framework and deliver the program in consultation with an elder/mentor from each community to serve as resource persons in an advisory capacity.

- ***Phoenix Elementary School***
Teacher Mary Greenwood spearheaded a grant application to Salt Spring Island Foundation and was awarded \$3,500 for rainwater harvesting for their garden to ensure year round garden productivity, and create learning opportunities for students
- ***Saltspring Island Middle School***
After a few years of a very lean PAC, effectively operating with an executive only, this year has seen renewed engagement of parents. The entire SIMS executive is new, with two co-chairs now leading the group. Both the September and October meetings had ten people participating, which is heartening. Not only the numbers are promising, the parents have diverse skill sets and backgrounds to make it a very well-rounded and talented team. Currently on the group's agendas are items such as budgets, fundraising, lunch times, the courtyard bench and table refurbishment project, the school store, treat days, and hot lunches. Hopefully this will be another long and sustained start to a cycle of increased participation in the SIMS PAC. Thank you again to all the parents who have stepped forward, and the staff who support them in continuing their good work.
- ***Salt Spring Elementary School***
"Take me Outside Day" – October 26, lots of rain, planted daffodil bulbs received from Foxglove Farms, Elf Storeybook walk set up; PAC continues to be excited and involved with garden area, looking at proper landscaping, October 30 work bee, large turnout, school growth plan was shared at last PAC meeting and parents are excited about it
- ***Saturna Elementary School/SEEC***
At Saturna School, students are learning to "code" online. The students are using free curriculum courseware provided by the code.org website, <https://code.org/educate> and the school's laptop computer lab. Learning the fundamentals of coding with this kid friendly online curriculum is done by providing a simple login method for the students to access course materials. The teacher also has a full classroom management tool to create class names, organize passwords and monitor course progress. There are 4 levels of courses with 20 learning lessons each. Coding is new to BC schools; it is believed learning basic computer coding helps nurture problem-solving skills, logic and creativity. By starting with this online program, students can learn concepts such as; Sequences; Loops, Nested loops and Conditional statements; Algorithms; Binary coding and especially important Internet safety and Digital Citizenship. Last year Saturna registered for the Hour of Code event and this free courseware is from the same organization (<https://hourofcode.com/us>). The Hour of Code last year gave the students exposure to a simple one-hour introduction in computer language, helping to demystify "coding". All students were able to learn the basics of line coding and moving a movie character around different mazes. Hour of Code has since become a worldwide celebration of computer science in December.

A few highlights from this past month at SEEC have been the UNEEC gathering, a day with Priscilla Ewbank at Indian Reserve #7 and our Bio Blitz. The last week of October Steve Dunsmuir's class from Pender, Sarah Bateman's and Darryl Watson's class from SIMS came to Saturna with the SEEC students. It was the first gathering of what we're calling, UNEEC. The four classes are divided into 8 different pods that have a focus of different populations from ecosystems. Seeing students from grade 3-12 working together in a place based, ecological context was truly amazing. Our first of 3 gatherings we will have over the year was a real success. We had 37 Reynolds High School students come to Saturna to take part in a Bio Blitz; a survey of the biodiversity at a specific site (Thomson Park). This project brought together volunteers from the community, high school students and 5 teachers who are all working passionately on ecological education, self directed and flexible study, and inquiry based education. The SEEC students spent the day with Priscilla Ewbank, owner of the land we lease for their dorms and a passionate preservationist on Saturna Island. It was an introductory day to the logging that the Tsawout and Tseycum Nations will be undertaking at IR#7 on Saturna Island. Students did some groundtruthing and began discussing and reflecting on big ideas such as reconciliation, "selected" logging and environmental responsibility and communication.

➤ ***Windsor House School***

Windsor House has 3 different campuses this year. Trustee Lawson visited last week at the farm (urban) location where Principal Carrico was. Students are able to explore and enjoy the whole farm including chickens, horses, pigs, goats, and sheep. An indoor space was created by Principal Carrico for academics as well, self-directed by students. Great conversation regarding the complexities of multi-site campuses.

6. **CORRESPONDENCE**

7. **CHAIRPERSON'S REPORT**

(a) **Program Committee – Galiano School Presentation**

Principal Shannon Johnston presented her report on Galiano Community School. Highlights of her power point presentation included the following information:

- 1200 permanent residents on Galiano Island
- deep ancestral roots; acceptance of diversity
- 48 students in the school – K-3, 21 students; grades 4-8, 27 students; both classes have very diverse, complex needs and many challenges
- the goal of all classes is support for wellness – social and emotional wellbeing
- one refugee student – fitting in well – community has been very supportive of the family
- MYGEECS – grades 6 to 8, lots of outdoor activities, also involved with OIMY
- literacy – small groups (K-2, 3-5, 6-8) gather in the mornings
- great staff and community members
- whole school starts each day with fitness regime
- lots of involvement with local conservancy group
- community volunteers involved with the school through Granny groups, food program, exploratories
- Dr. Carlson and the nurse practitioner visit every month
- PAC provides hot lunch program
- Transition grade 8s to be ready to attend GISS

The power point presentation ended with an interview of some of the students sharing their thoughts about their school

(b) **Operational Plan Completion**

The Operational Plan of the Strategic Plan has been completed and will be posted on the website. Ms. Halstead will also share it with the PVP group. Trustees and Senior Administrators will review the plan monthly.

It was moved and seconded that the Board of Education adopts the Operational Plan as presented.

CARRIED 118/16

(c) **Report out on In-Camera Meeting**

Chair McKenzie reported out on the issues presented at the In-Camera meeting this morning:

- Staffing
- Salaries
- 2017/2018 school calendar template
- Bullying, harassment training
- Transportation funding
- VISTA initiative
- Property on Drake Road
- International Program

(d) School Calendar 2017/2018 Template

Chair McKenzie spoke to the 2017/2018 school calendar template and the complex issue around provincial exams and when the district might receive information from the Ministry. There is the possibility of changing the June 29 Administrative Day to June 28 if there are no exams that day; then Friday, May 25 would become an instructional day. The calendar template and informational letters will be circulated to parents, staff, the media and posted on the website on Monday, November 14.

(e) Updates from Provincial Meetings – BCPSEA, BCSTA, Provincial Council and Ministry

(i) BCPSEA Symposium – October 13 and 14, 2016

Trustee Shelley Lawson and Linda Underwood, Director of Instruction, Human Resources attended the 2016 BCPSEA Symposium. The Keynote Speaker Tracey Gurton spoke about Leadership in Times of Change. Other speakers included:

- Linda Duxbury, Making Change Work – Leading from the Middle and Leading with Impact – Influencing Strategies to help Achieve your Objectives
- Ellen Pেকেles – Harnessing the Power of Change
- Graeme Norton and Alissa Perry, The Legal Landscape
- Eric Harris, “Future-casting” – A Provincial Policy Perspective
- Margaret Tebbutt, Mental Health in the Workplace – Practical Strategies to Support Awareness and Understanding

(ii) Ministry of Education / BCSTA meeting of Board Chairs, Superintendents and Secretary-Treasurers – October 26, 2016

Chair McKenzie, Superintendent Halstead and Secretary Treasurer Rod Scotvold attended this second annual meeting. Ms. McKenzie shared that the Ministry wants to know what the issues are for all districts.

(iii) BCSTA Board Chair Meeting – October 27, 2016

Chair McKenzie attended this meeting along with other Board Chairs and Ministry staff. The agenda included topics such as: Capital Projects and update on current policy; Financial Indicators for School Districts; BC School Sports Update; Aboriginal Education – Moving Forward; PSEC Policy Update and Open Forum.

(iv) Provincial Council – October 28 and 29, 2016

Trustee Anna Herlitz attended this meeting. Assistant Deputy Minister George Farkas was in attendance. Agenda items included: Oral and Written Reports from various committees; Action Items: 2015/16 Audited Financial Statements, Grant Status Update, 2017/18 Budget Planning, Motions to Provincial Council and Late Motions. Provincial Councillors were asked to discuss the following questions as part of the upcoming Issues Forum around the theme of: *Possible Changes in School District Financial Management and Implications for Boards of Education.*

Trustee Herlitz also shared that School District No. 63 (Saanich) has withdrawn from the BCSTA; the BCSTA AGM 2017 will be held April 20 to 23; the Canadian School Boards Association Conference 2017 will be held at Whistler July 5 to 8, 2017.

(v) Aboriginal Education – October 24, 2016

Trustees Shelley Lawson and Anna Herlitz attended. They shared that the meeting was very productive, with the following highlights and discussion on:

- Updating the Aboriginal Education website
- Sharing the district Strategic Plan
- Wanting an Aboriginal Education champion at each school

- The Ministry has removed the obligation for Enhancement Agreements. The district's agreement expires in 2018. How does the district move forward now?

What is our journey? There is a desire to continue with an enhancement agreement; review, revise and recommit to the next one.

8. **CHIEF EXECUTIVE OFFICER'S REPORT**

(a) **Learning in School District No. 64**

Ms. Halstead shared her presentation with Board members. Highlights included:

1. Aligning our efforts through:

- Strategic Plan, living document
- Framework for Enhancing Student Learning
- Spirals of Inquiry for school planning
- T4L – Tech for Learning
- Program Reviews – focus on different locations for program reviews
- Inquiry projects – math inquiry, Access 64, changing results for young readers
- K-12 Innovation Partnership
- District Plan – last Achievement Contract and Superintendent's Report
- Redesigning Curriculum and Assessment – learning in action
- Class, school and district review process
- Learning Services Team – helping us to view all learning as “learning for all students”

2. Co-creating Culture and Climate through:

- Alignment – creating a positive culture and climate does not occur in isolation (<http://georgecouros.ca>)
- Inquiry – to engage people, curiosity and questions
- Context – relationship, open communication between external advisors and school
- Partners – students, teachers, stakeholders – working together to strengthen system.
- Community and district partners – interdependence, strengthen communities. BCTF – teachers believe accountability in public education is extremely important, involve all education partners and be interactive and continuous, connect school and community

3. Sharing our Journey

Ms. Halstead shared a visual with the idea of links that would take the viewer to another page for more information. The objective is to add it to the district website so it is available to all viewers. She will also share this visual and idea with the PVP group at their next meeting.

(b) **Framework for Enhancing Student Learning – Redesigned School Plans**

School Growth Plans – Inquiry Model, were received from all schools and shared with Board members. Ms. Halstead stated these plans are the first set and not complete; it's a journey, a continuum and alignment with the district Strategic Plan.

(c) **2016 BC Summer Games**

Ms. Halstead received a letter from Kelly Mann, President and CEO of BC Games informing the district that four students were participants and medalists at the 2016 BC Summer Games. Two GISS students Abby Brown (sailing) and Rawdia Bartrim (girls soccer), Saltspring Island Middle School student Logan Wenzel (boys volleyball) and Windsor House School student Sam Thorpe (boys soccer). Congratulations to all the students.

(d) Field Trip Request #42

An extracurricular and cultural tour field trip request from GISS teachers Louise Doucet and Halim Ouhammou to take 15 Grade 11 students to Ottawa, Ontario and Quebec City April 1 to 12, 2017 to participate in the Encounters with Canada program and a socio-cultural trip to Quebec City. Ms. Halstead recommends approval.

It was moved and seconded that the Board of Education approves field trip #42 for GISS teachers Louise Doucet and Halim Ouhammou to take 15 grade 11 students to Ottawa, Ontario and Quebec City April 1 to 12, 2017.

CARRIED 119/16

9. CORPORATE FINANCIAL OFFICER'S REPORT

(a) Disposal of Real Property Bylaw No. 16-01 – Isabella Point Road

This bylaw will authorized the granting of a Statutory Right-of-Way to the Capital Regional District (CRD) for the purpose of installing, operating, and maintaining a well, water reservoir, water treatment facility, all associated piping and electrical control equipment, and an access road on School District No. 64 (Gulf Islands) property. First reading of this bylaw took place at the February 10, 2016 Board meeting.

Mr. Scotvold presented three requests to the CRD which were included in the agreement:

1. Section 3.5, which restricts the amount of water that the CRD can extract from the well
2. Section 4.2, if at sometime the district wanted to establish an outdoor school, we could access water from this well
3. Section 4.3, immediate neighbours could apply for water usage

It was moved and seconded that there is unanimous approval to read Property Bylaw No. 16-01 in one sitting.

CARRIED 120/16

It was moved and seconded that Property Bylaw No. 16-01 be read a second time and approved.

CARRIED 121/16

It was moved and seconded that Property Bylaw No. 16-01 be read a third time, passed and adopted.

CARRIED 122/16

(b) Capital Funding Announcement

Mr. Scotvold received information from the Ministry regarding approved School Enhancement Programs (SEP) funding in the amount of \$362,250.00 for a Phase 1 heating and ventilation upgrade at GISS. This Phase 1 project and full expenditure of funds is to be completed by March 31, 2017.

(c) Transportation Funding Announcement

Mr. Scotvold received a letter from George Farkas, Assistant Deputy Minister dated October 25, 2016 informing him that funding in the amount of \$328,264 has been approved for the district.

Cindy Rodgers provided a summary of the district proposal allocating these funds:

- Bus route extension – Cranberry Road on Salt Spring Island = \$10,000
- Bus supervision at schools – increase supervision during bus unloading/loading at GISS, SIMS, Pender, Phoenix El. and Fernwood = \$20,000
- Transportation assistance – increase rate paid to parents from \$.20 to \$.45 per km = \$22,624
- Boarding allowance – increase allowance from \$300 to \$350
- Windsor House School – increase of service due to distributed campus = \$10,000
- Reinvest money into the education system:
 - Add 1.5 fte to teaching staff = \$158,000

- Water taxi transportation – run from Ganges to Port Washington (Route 3) regularly in first semester = \$90,000. If the Ganges Hawk doesn't run, redirect funds to site specific programs on Outer Islands and EA transition hours

It was moved and seconded that the Board of Education accepts the supplemental transportation funding plan that has been approved by the Ministry of Education.

CARRIED 123/16

(d) Long Range Facilities Plan Proposal

Mr. Scotvold received a Long Range Facilities Plan Proposal from Hugh Skinner of HS Facilities Planning. The proposal includes: Background; Project Scope and Methodology; Schedule; and Fees. Mr. Skinner proposes to begin work in early February 2017 with completion by June 30, 2017 for a total cost of \$9,000. The project is divided into 4 stages as follows:

- Stage 1 Facility Condition Assessment Summary
- Stage 2 Update Enrollment Projections / Capacity Analysis
- Stage 3 Issues and Opportunities – Senior Administration Options Creation Workshop
- Stage 4 Draft Long Range Facilities Plan and Next Steps

It was moved and seconded that the Board of Education accepts the Long Range Facilities Plan Proposal by HS Facilities Planning as presented.

CARRIED 124/16

10. COMMITTEE REPORTS

(a) Policy Committee

Chair of the Policy Committee Rob Pingle presented the following bylaws for a first reading:

- Bylaw No. 1 – Election Procedures
- Bylaw No. 2 – Procedural Bylaw
- Bylaw No. 3 – Appeal Process

It was moved and seconded that Bylaw No. 1, *Election Procedures*, Bylaw No. 2, *Procedural Bylaw* and Bylaw No. 3, *Appeal Process* be read a first time and approved.

CARRIED 125/16

Trustee Pingle explained that in Bylaw No. 3 – Appeal Process on page 2, under “Sharing the Process” and on page 5 of the “Notice of Appeal” the policy and procedure referred to is currently number 1035; however, as all the policies and procedures are being reviewed and revised, this number may change, hence these areas have been left blank for the present time. Ms. Halstead and Mr. Scotvold have had conversations with Audrey Ackah, Legal Counsel for BCSTA, for legal advice on bylaws.

The second reading of the bylaws will take place at the December 14, 2016 Board meeting. There will be discussion on January Committee Day, with the third and final reading at the February 2017 Board meeting.

(b) Programs Committee

As part of the Learning Presentation Schedule, Principal Shannon Johnston presented on behalf of Galiano Community School. Please see 7(a) above.

(c) Community Relations Committee

Community Committee Chair John Wakefield shared the highlights of the October 26, 2016 meeting, which included discussion on:

- School calendar consultation for 2017/2018
- School reports and student leadership attendance at Board meetings
- District website and feedback on the new website
- Bylaw and policy review

- Communicating student learning
- Operational plan
- Employee recognition
- Next meeting scheduled for January 25, 2017

Mr. Wakefield was pleased to have student representative Lina Losier at the Community Relations Committee meeting.

11. OTHER BUSINESS

12. QUESTION PERIOD

13. NEXT MEETING DATES

- (a) Committee Day – November 23, 2016 at the School Board Office
- (b) Regular Board Meeting – December 14, 2016 at the School Board Office

14. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 3:50 p.m.

CARRIED 126/16

Date: December 14, 2016

May McKenzie
Chairperson

Certified Correct:

Rod Scotvold
Secretary Treasurer

LOCAL SCHOOL CALENDAR CONSULTATION FOR 2017/2018

No community members present for discussion.