



MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
SCHOOL BOARD OFFICE
2017 06 14

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

The meeting was called to order at 1:00 p.m. by Chair Pingle, who acknowledged that this meeting is taking place on the traditional territory of the Coast Salish people – huy ch q'u.

1. ADOPTION OF AGENDA

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2017 06 14, be adopted as amended with the following addition(s):

8 (c) GITA Mentoring Program

CARRIED 63/17

2. APPROVAL OF MINUTES

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2017 05 10, be approved as presented.

CARRIED 64/17

It was moved and seconded that the minutes of the Special Board Meeting, Public Session held 2017 05 24, be approved as presented.

CARRIED 65/17

3. IN-CAMERA SUMMARY

It was moved and seconded that the summary for the In-Camera Session held 2017 05 10, be received as presented.

CARRIED 66/17

It was moved and seconded that the summary for the In-Camera Session held 2017 05 24, be received as presented.

CARRIED 67/17

4. BUSINESS ARISING

None at present.



5. **DELEGATIONS**

(a) **Composting on Salt Spring**

Jane Squire, inventive farmer and member of the Agriculture Advisory Committee and Mary Richardson, member of Transition Salt Spring presented information regarding composting on Salt Spring Island and the cost of shipping organic waste off the island. The eleven members of *Organic Waste Management Integration* have put forth a request to CRD for “support for funding a feasibility study to develop a framework for an integrated organic waste treatment system for Salt Spring Island.” One of the most “unifying objectives shared by all members of the Organic Waste Working Group is to create and maintain a viable, cost effective organic waste treatment program on Salt Spring Island, achieving a range of economic, environmental and social benefits.” GISS Chef Mark Kilner is a member of this group. Ms. Squire and Ms. Richardson spoke specifically about the New Era 20T Large Community Composter (<http://joracanada.ca/en/>).

6. **TRUSTEES’ SCHOOL REPORTS**

Focusing on Strategic Plan Objective 3.1 Action 2 (*Foster opportunities in the greater community for students to deepen their learning experiences and engage in real world inquiry*)

Fernwood Elementary School

On Wednesday, June 7, Fernwood celebrated World Ocean's Day with many opportunities for students to use an inquiry approach to their learning. Several activities, including storytelling, singing, a watershed model, beach explorations, touch tanks with intertidal creatures, and guided drawing sessions help students to generate and ask questions about life in the intertidal zone.

Their inquiries will continue next year with further studies about life in the eel grass at Fernwood beach with the aim of taking learning to action; students will be creating interpretive signs about their learning to place along Fernwood dock so that visitors are aware of the rich life that exists there and why we need to continue to protect this area.

Fulford Community Elementary School

One example of Inquiry in action from Fulford School is Michelle Spencer’s Grades 1-3 Nature Class’ Wonder Project. This was a collaborative project with Janet Hoag inspired by the book, *A Place of Wonder: Reading and Writing Nonfiction in the Primary Grades*. Each student chose a “wonder” about the world and then had to find the answers by asking other people, reading books, using computers and sometimes looking into their own hearts to find the answers. In the research phase, many students met with “mentors” from the community, including Cate McEwen, Chris Arnett, a Veteran, Darin Wick and parent volunteers. The projects ranged from anthropology, evolution, and environmental issues to hands-on projects such as engine/model building and magic. After researching, the students developed their skills in nonfiction writing to create a book about their wonder. The project will culminate with a “Wonder-ful” book sharing with parents and volunteers to celebrate the students’ learning and to thank the many helpers involved.

Galiano Community School

“Learn from where we live and who we live with... people or place” is a theme here at Galiano Community School whether its garnering information about our local bat population from visiting German field scientist then conducting our own open ended field studies with the K-3 program, visiting a local restaurant to have practical look at ‘math’ and what all is involved in generating a real life budget/business plan for the Middle Years class, or participating in Student Vote for students Gr 4-8



including hosting candidates & going to the Community Forum evening to ask meaningful relevant questions. K-8 we use the opportunity of where we are, and whom we are with, to ask real life questions and then individually or collectively begin exploring and investigating.

Gulf Islands Secondary School

Benjamin Franklin is quoted saying, “Tell me and I forget. Teach me and I remember. Involve me and I learn.” Three years ago, I wanted to find a way for my Biology 12 students to have a deeper understanding of the human systems. We started with one biology class, 15 projects and 2 grade eight classes.

This year we have grown to include: the Calculus class, Robotics and Biology 12. We also have community members and 3 grade 5 classes. I had no idea this adventure would turn into a great day of learning and all of our students interacting.

It is incredible to witness the power of learning as our GISS students teach and showcase their knowledge to the future graduates of GISS.

This has been a unique and enriching learning experience for all involved and will continue to grow in years to come.

Mayne Elementary/Jr. Secondary School

Through place based learning, we explore a deeper/richer understanding of self, of others and of place. Alongside the MI Conservancy, Library, Museum and other organizations, students enhanced their knowledge, understanding and appreciation of First Nations culture and history. The teaching team has led students on their own journey of discovery through First Nations literature, artifacts, activities, and other resources. This included a guided tour from a local historian at the MI Museum where students examined authentic cultural artifacts from First Nations (Tsartslip) people found on Mayne, and posed curious questions related to their life and ways of being through this examination. This integrated focus on infusing aboriginal content throughout our studies, will culminate with student artifacts and retold stories, literature circle final discussion (Secret Path), an appreciation lunch with harvested nettle frittatas, local venison stew and bannock, and finally a closing circle all on National Aboriginal Day.

Pender Islands Elem./Sec. School

This spring the staff at Pender School provided the opportunity for students in grades 4-9 to do a scientific inquiry of their choosing. Over 50 projects were created and subsequently presented at the second annual Pender Islands School Science Fair. The science fair filled the gym space and was attended, enjoyed and explored by the primary years students as well as by community members. Several students took their inquiry projects to the University of Victoria regional science fair where Pender School students won 16 awards. Three of the students also presented their innovative science projects to the School Board at the Public Board meeting on Pender Island in April.

Phoenix Elementary School

For inquiry, the teachers and students have been engaging and exploring in inquiry projects throughout the year in these areas:

- * simple machines
- * Rube Goldberg machines
- * space
- * coding
- * human body systems



- * plant life cycles (garden); wildlife alphabet
- * wonder wall – exploring a collection of different ideas that the students are wondering about based on the book "A Place for Wonder: Reading and Writing Nonfiction"
- * countries

Saltspring Island Middle School

At the heart of the inquiry-based approach to learning is the belief that if a learner is encouraged to be curious about his/her world, and can formulate, with guidance, questions that will glean a deeper understanding of his/her question, we are enhancing life-long learning fuelled by an intense curiosity.

At SIMS, this is our ideal narrative and vision for both ourselves as educators, and most certainly for our learners. In a variety of ways the teachers are creating opportunities for their learners to base their learning using the inquiry model. Formulating the inquiry question is key to the depth of learning that happens.

In my inquiry group, where we are focussing on the medieval world, we will have spent time looking at the ‘big picture’ in a variety of ways; have categorized questions that have come up into ‘factual’ and ‘research’ categories; and will be discussing the ‘answers’ within the group to further hone the questions so that the students can choose one that has depth and that piques their curiosity.

Salt Spring Elementary School

SSE has been involved in several inquiry projects this year. Our school growth plan focussed on this inquiry question: how can we increase student happiness and success at school? Another significant example was the Species at Risk project involved 5 classes in collaboration with the Salt Spring conservancy. Students were engaged in inquiry about a local species at risk and what they could do to help. This culminated in a community fair.

Saturna Elementary School/SEEC

The Spiral of Inquiry framework is an approach Saturna School continues to use for monitoring student’s learning behavior. The Elementary and SEEC programs monitor growth in a number of ways for each student. Tracking progress data, documenting teacher observations and collecting student reflections all contribute to ways the school can establish what learner’s authentic experiences are at school throughout the year.

These evidences of success form the basis for our continuous inquiry approach to improving educational outcomes for all our students. A review of the pass year’s efforts makes it clear to staff that Saturna School & SEEC will continue into the next school year with attention to 4 areas; intellectual rigor (quality work), self-regulation (staying on task), social responsibility and personal communications.

Windsor House School

This year at Windsor House we have launched (by necessity) a multi-campus model of education that is imbedded in the community. We are partnering with non-profits, such as Arts groups, community centres, and a Farm School. With 4 to 7 sites a day, we are able to offer students a choice of a Maker Space, Forest and Beach, Farm, Writing Centre, Dance Hall, Performance Stage, and Artist Studio/Performance spaces. In each of these spaces the intention is set by the space itself. We engage with the space and use it to create our own learning environment that reflects the place its community uses and our students learning within that environment. It is integration between student centred learning and community embedded learning.



7. **CORRESPONDENCE**

(a) **Health Care Assistants**

Ms. Halstead received a letter from Barb Aust, Chairperson for Greenwoods Eldercare Society commending Maggie Allison, Manager of Career Development and Community Initiatives, for her time and dedication regarding the sponsorship of the Health Care Assistant training for care aides. The program was very successful and Greenwoods Eldercare Service has hired nine graduates.

8. **CHAIRPERSON'S REPORT**

(a) **Board Meeting Schedule for 2017/2018**

December 13, 2017 was changed to December 6 to accommodate a grievance arbitration meeting to be held on Salt Spring December 12 and 13. March 7, 2018 was changed to March 14 in keeping with meetings held on the second Wednesday of each month. The January committee day was amended to be the 5th Wednesday, not the 4th.

The June 28, 2017 Committee Day was changed to June 21 to allow trustees to be present in their schools during the last week of school.

The revised copy of the Board meeting schedule for the 2017/2018 school year will be sent out to all partner groups and posted on the district website.

(b) **Audit Committee**

The main purpose of the committee is to identify and bring forward for discussion any concerns before the audit takes place. The committee will meet early in July and this year's audit will take place the last week of July. Trustees John Wakefield and Nancy Macdonald were appointed members of this committee.

(c) **GITA Mentoring Program**

The New Teacher Mentoring Project (NTMP) is co-sponsored by UBC, the BCTF and the BCSSA, and financially supported by the Ministry of Education. It began in the district about 3 ½ years ago to provide support to teachers new to the profession, new to role and the district and to develop strategies and promote growth in professional work. Ms. Halstead thanked GITA President Deborah Nostdal for her leadership in her role as a member of the Provincial Mentorship Resource Team.

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

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

Mr. Livingston presented in keeping with the trustee reports on inquiry: What programs, support or services in the area of technology have we implemented to enhance student learning?

- T4L – Tech4Learning helps schools provide students with essential 21st century skills where students are actively and creatively engaged in the learning process
 - Fernwood shared how technology enhanced learning was incorporated into their school plan
 - GISS gradeless robotics class 2016
 - Galiano – iPad App assists teachers in early literacy assessment and instructional planning for individual students and class as a whole
 - Digital tools support CSL (Communicating Student Learning) and incorporate student voice



- BC's Framework for Enhancing Student Learning – partners working together to continuously improve student learning for each student
- Spiral of Inquiry – is about being open to new learning and taking informed action. Assists schools in taking an inquiry-oriented, evidence-based approach to learning and teaching
- The district's Strategic Plan – *Inspire, Integrate, Involve*

Question for reflection: How well is our use of technology meeting our learning goals?

(b) Staffing Update / EA Selection / Bus Driver Selection

Multiple candidates applied for each of the 14 GITA first round postings that closed last week. The second round of positions will go out once candidates have completed their choosing of the recent postings.

Educational Assistant Selection was held in the morning on Thursday, June 1, 2017. There were 25 positions available and 24 EAs with continuing status. Two EAs chose positions and requested Leaves of Absence for 2017/2018. Those positions will be posted along with a continuing position at GISS that was not selected.

Bus Driver Selection was held in the morning on Thursday, June 8. Nine bus drivers chose positions and one position will be posted to accommodate a long-term Leave of Absence.

(c) School Fees for 2017/2018

Ms. Halstead explained the fee schedule for the district elementary schools, Saltspring Island Middle School and Gulf Islands Secondary School for the 2017/2018 school year. There is an increase in fees at SIMS from \$20 to \$25 for optional lock use and planner. This fee has not changed in a decade. Each school deals with hardship issues so no student will miss out. This is done in a quiet, confidential way. No student would be denied if financial hardship were an issue. Lisa recommends approval in accordance with Policy 890.

It was moved and seconded that the Board of Education approves the School Fees schedule for the 2017/2018 school year as presented.

CARRIED 68/17

(d) MYSEEC Field Trip Request #207

A curricular field trip request from SIMS MYSEEC teacher Sarah Bateman to take 40 Grades 5-8 students to Tofino to participate in camping, hiking, surf lessons and beach exploration. Ms. Halstead recommends approval.

It was moved and seconded that the Board of Education approves field trip #207 for the SIMS MYSEEC students to participate in curricular activities including camping, hiking, surf lessons and beach exploration in Tofino from June 20-23, 2017.

CARRIED 69/17

10. CORPORATE FINANCIAL OFFICER'S REPORT

(a) Monthly Expenditure Report

The monthly expenditure report, as at June 13, 2017, indicates that with 0.9167 of the year completed, 0.9091 of the budget has been expended. We are 0.77% below budget at this time. We are in reasonable shape to finish the year.



(b) District Long Range Facilities Plan

Mr. Scotvold shared the Long Range Facilities Plan document submitted by Hugh Skinner Facilities Planning. The development of this plan includes, “enrollment, capacity and utilization analysis; facility condition assessment analysis; seismically mitigation analysis; a review of educational changes that impact facilities; facilities renewal; and recommendations.

Five major recommendations are:

1. Create, maintain and enhance viable and quality programs in appropriate locations that support student ownership of learning, and are reflective of a sense of place in our diverse island communities;
2. Maintain or create appropriately sized facilities that will accommodate changing enrollments and educational programs;
3. Confirm that facilities are maintained in an adequate condition and that building systems are renewed as required;
4. Facilitate and enable mutually beneficial community partnerships, and
5. Ensure that the number, size and location of facilities are financially sustainable.

It was moved and seconded that the Board of Education adopts the facility planning objectives as set out in the Long Range Facilities Plan “Summary of Recommendations”.

CARRIED 70/17

(c) 2018/19 Five Year Capital Annual Plan

There are three projects requested for completion in 2018:

- replace roofing at GISS = \$132,994
- replace roofing at at Fernwood = \$54,794
- replace roofing at at Mayne school = \$287,899

It was moved and seconded that the Board of Education of School District No. 64 (Gulf Islands) approves the Capital Plan as outlined on the attached summary.

CARRIED 71/17

11. COMMITTEE REPORTS

(a) Policies Committee

Chair of the Policies Committee John Wakefield spoke to the meeting held on May 24. Topics discussed:

- Proposal to modify the Standing Committees structure (Policy 120)
- General policies: Whistleblower and Conflict of Interest
- Bylaw, Policy and Procedure review – consultation, approval process, timelines and stakeholders

The next meeting will be held on June 21.

It was moved and seconded that the Board of Education receives the minutes from the Policies Committee as presented.

CARRIED 72/17

(b) Programs Committee

Chair of the Programs Committee Nancy Macdonald spoke to the meeting held May 24. Highlights included:

- Salt Spring Elementary Learning Celebration presented by Principal Shelly Johnson. She connected her presentation to Strategic Goal 1 – Inspire Learning.



The next meeting will be held on June 21.

It was moved and seconded that the Board of Education receives the minutes from the Programs Committee as presented.

CARRIED 73/17

(i) Connecting Generations (1:15 p.m.)

Sarah Hook-Nilsson, Connecting Generations Project Coordinator spoke to the Board about the many opportunities that took place under the “Connecting Generations Umbrellas” that were identified for implementing beneficial changes in 2016/2017. Ms. Hook-Nilsson shared the tagline of Connecting Generations, which is connect, share, learn and give. She thanked the Board for their ongoing interest and support.

Ahava Shira, writing facilitator for the GISS Writers’ Group, explained this group was made possible by Artist in the Classroom funding and was very successful. She is also the trainer/facilitator for the Home Words: Writing in Community project, which is “a collaboration between the SS Arts Council and Connecting Generations”. The project will be financed by the BC Arts Council Arts-based Community Development program and the group will consist of 12 members ranging in age from 14 to 70. Training will take place for 8 weeks between September and November.

Lina-Soleil Losier, GISS Grade 11 student, spoke to the Board about the GISS Wellness Summit held February 16, 2017, which was organized by the GISS Leadership students with the support of Leadership teacher Ms. Pardiwala, and GISS administration. It was an opportunity to open up the discussion about mental health and wellness by providing an abundance of information and resources through the 40+ workshops provided. She spoke of the next steps: Wellness Wednesdays – flex block, inviting speaker(s) to hold workshop(s); students want to reinstate the peer-counseling program, train and select peer counselors, then pair them with students in school; offer more events celebrating community.

(c) Community Relations Committee

No report at this time.

(d) Personnel Committee

The Personnel Committee reviewed and discussed the second set of the self-evaluation survey on May 24. Additional time will be scheduled to complete the review of the survey reports.

It was moved and seconded that the Board of Education receives the minutes from the Personnel Committee as presented.

CARRIED 74/17

(e) Joint Health and Safety Committee

Trustee John Wakefield reported out on the meetings held since his last report in June 2016. The committee meets monthly and all minutes are posted to the Health and Safety page on the district website at <http://sd64.bc.ca/district/health-and-safety/>.

It was moved and seconded that the Board of Education receives the report as presented from the Joint Health and Safety Committee.

CARRIED 75/17



12. **OTHER BUSINESS**

13. **QUESTION PERIOD**

14. **NEXT MEETING DATES**

- (a) Committee Day – June 21, 2017 at the School Board Office (to accommodate trustee visits to schools for year-end celebrations on June 28)
- (b) Regular Board Meeting – September 13, 2017 at the School Board Office

15. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 3:23 p.m.

CARRIED 76/17

Date: September 13, 2017

Rob Pingle
Chairperson

Certified Correct:

Rod Scotvold
Secretary Treasurer