



**MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION**  
**Board of Education, School District No. 64 (Gulf Islands)**  
**SATURNA ELEMENTARY SCHOOL/SEEC**  
**October 12, 2016 at 1:00 p.m.**

<b>Present:</b>	May McKenzie	Chairperson
	Rob Pingle	Vice Chairperson
	Susanne Middleditch	Trustee
	Shelley Lawson	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
	Bruce Inglis	GIPVPA Representation
	Deborah Nostdal	GITA President
	Larry Melious	CUPE President
<b>Regrets:</b>	Nancy Macdonald	Trustee
	Anna Herlitz	Trustee
	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 10 12, be adopted as presented.

CARRIED 106/16

**2. APPROVAL OF MINUTES**

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2016 09 14, be approved as presented.

CARRIED 107/16

It was moved and seconded that the minutes of the Special Board Meeting, Public Session held 2016 09 28, be approved as presented.

CARRIED 108/16

**3. BUSINESS ARISING**

**4. DELEGATIONS**

**5. TRUSTEE'S SCHOOL REPORTS**

➤ ***Fernwood Elementary School***

Opening Assembly on Friday September 9, nice turnout of parents joining the students and staff to support the school. Following the Assembly, the whole school walked, ran or jogged around our school field to support the Terry Fox Foundation and raise funds for cancer research. Students were encouraged to bring a loonie or toonie as a donation to the event. Donations were also sought through the Terry Fox Foundation webpage. A great example of the school's connection to the community.

- ***Fulford Community Elementary School***

Fulford is having its first garden harvest lunch on Thursday, October 6. The classes are making vegetable soup, apple crumble and applesauce using ingredients from the garden and some donated vegetables from other families' gardens. Learning has taken place regarding food sources, growing and sustainable agriculture.
- ***Galiano Community School***

MYGEECS (students in grades 6-8) camped at the Galiano Conservancy Learning Centre for three days and participated in food gathering, crafting, and many outdoor activities. The whole school joined the group on the final day.
- ***Gulf Islands Secondary School***

The traditional basic math class style has been for the teacher to lecture and the students to work individually on math problems; GISS is turning these concepts around. The most important part of learning is the student's ability to think and present evidence of that thinking. The traditional working in a notebook or on piece paper to be handed in later, prevents the teacher from seeing the thought process unfold in real time and pinpointing errors when they happen, not after the fact. Walking through the hallways in the Math and Science department you see a different way of learning. Students are working together on whiteboards solving problems allowing the teacher to observe the students thought process and tackle errors in the moment. This approach to math and science allows the thinking to be visible.
- ***Mayne Elementary/Jr. Secondary School***

Last spring the school entered into a refreshed relationship with the conservancy and food bank. The food bank will tend the garden in the summer. Students and staff are refurbishing the garden, large garden cleanup last week. Lots of harvesting and cooking
- ***Pender Islands Elem./Sec. School***

Today all the students at Pender School are enjoying a traditional Pit Cook day with Tsawout Elder Earl Claxton Jr. and Tsawout Knowledge Keeper (aka Elder in Training) John-Bradley Williams, both from Vancouver Island, overseeing the events and meal. Yesterday a variety of vegetables were harvested from the school garden, suitable rocks were selected from a beach and early this morning a fire pit was dug by the adults. Students and parents helped by chopping vegetables as they arrived at school today. Students sorted, wrapped and tied the chopped vegetables in burlap before the burlap sacks were placed on the hot rocks in the pit. The students also helped by placing branches on top and adults covered it with a wet cloth, with water for steaming and dirt to hold in the heat. Salmon was prepared by the middle years students under the guidance of Earl Claxton Jr. as John-Bradley Williams was sharing traditional stories and knowledge with the rest of the students. The vegetables and salmon will be enjoyed and shared by the whole school community.
- ***Phoenix Elementary School***

Focus is Framework Day, great day working with Phoenix staff and sharing of plans for this year, very successful event.
- ***Saltspring Island Middle School***

Structural change to timetable – 20 minutes dedicated to silent reading, one on one between student and teacher, DART Reading Assessments, Diagnostic Math Assessments
- ***Salt Spring Elementary School***

Framework Day was a great day for staff to focus on the year and move forward; attended last PAC meeting, very positive meeting, PAC would like to start offering one breakfast per month for the whole school
- ***Saturna Elementary School/SEEC***

Over the course of the previous school year the teachers at Saturna made an effort to provide meaningful feedback on each child's behavior on a daily basis. These efforts not only provided regular feedback but demonstrated that there were adults who took an individual interest in each child. The SEL research done by UBC's Dr. Kimberly Schonert-Reichl was the basis for this approach. Using a simple coding system for "being focused", "making a solid effort", "showing positive behaviours with peers" and "maintaining a respectful attitude" towards their teachers was called FEBA. If one or more

element was noted as missing the 4 score was reduce by 1. A FEBA 4 was a perfect day of being a positive learner. Recently while reviewing the Spiral of Inquiry it became only noticeable upon a full review that this years' school behaviours have shown huge benefit in self-aware learners who are ready to learn, want to come to school, are actively engaged in a dialogs about their learning behaviour and welcome the routines of the school environment to feel happy about learning new things.

**SEEC Satellite Communication**

The Saturna outdoor program was able to test the inReach GPS communication system on their week-long hike to the Juan de Fuca trail. The device allows immediate texting of messages to others and provides a real time mapping and positioning service via the website. With no cellphone coverage and the need for a large group of youth to have suitable communication with a safety office this device provided a reasonable means for monitoring the group. The school principal was able to stay in touch with the staff supervising the trip and relay messages from others to the group. Once the initial unit is purchased, there is a monthly fee to receive access to 66 global satellites and 24-hour emergency service.

➤ **Windsor House School**

All about connection and moving, an email was received from Principal Carrico to help move, sort and clean. Trustee Middleditch arrived at the school and was given the task of reducing a 6-foot square recycling area down to 57 inches. She was there for 2 ½ hours; everyone was busy working. Saturna Principal Bruce Inglis holds a workshop in Mergatroid Centre and he arrived during this time also.

**6. CORRESPONDENCE**

**(a) Mayne Island Lion's Club**

A letter was received from Mike Bullis on behalf of the Mayne Island Lion's Club requesting permission to provide a no host bar at a dinner in the Mayne School gym on November 2, 2016.

It was moved and seconded that the Board of Education approves the sale of alcohol in Mayne Island School on November 2, 2016.

CARRIED 109/16

**(b) Silver Maynes**

A letter was received from Mike Bullis on behalf of the Silver Maynes (community service group) requesting permission to provide a no host bar at a Christmas dinner in the Mayne School gym on December 3, 2016.

It was moved and seconded that the Board of Education approves the sale of alcohol in Mayne Island School on December 3, 2016.

CARRIED 110/16

**7. CHAIRPERSON'S REPORT**

**(a) VISTA Conference**

The Fall VISTA Conference was held in Sooke on September 30 and October 1, 2016. Trustee Lawson presented the following motion recommended at the conference that will go forward to Provincial Council meeting October 28 and 29.

*"That the BC School Trustees Association support government collaborative approaches, including pilot programs, to find ways to approach provincial assessment as it relates to the newly designed curriculum. However, the BC School Trustees Association does not support the added expense and time associated with the administration of a Foundations Skills Assessment test, which the government acknowledges as outdated and incongruent with the re-designed curriculum. The BC School Trustees Association requests that the Minister of Education exempt all districts from administering the January/February 2017 Foundations Skills Assessment."*

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

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

- Finished the Operational Plan for the Strategic Plan. It will be presented at the Public meeting in November
- Staffing update and enrollment
- Oct 24 – the district will receive final enrollment numbers from the Ministry
- Exempt staff compensation – working with BCPSEA with respect to PVPs salaries

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

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

Ms. Halstead shared her presentation with Board members. She spoke about co-creating culture and climate and aligning what is already happening in the district; strategic plans and school plans are living documents. Highlights of the presentation included:

1. Alignment – creating a positive culture and climate does not occur in isolation (<http://georgecouros.ca>)
2. Inquiry – to engage people, curiosity and questions
3. Context – relationship, open communication between external advisors and school
4. Partners – students, teachers, stakeholders – working together to strengthen system.
5. 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

**(b) Research Requests**

- (i) A research request was received from Robyn Shenfield on behalf of Dr. Monica Prendergast, Associate Professor, Drama/Theatre Education at the University of Victoria. The project is titled “From theatre to performance studies: Collaborating on curriculum change with secondary level dramatic arts teachers”. Dr. Prendergast and her assistants would like to invite Jason Donaldson (GISPA Coordinator) to participate in this “new curriculum project”. Mr. Donaldson is amenable to working on this project. Superintendent Halstead recommends approval of this research project.

It was moved and seconded that the Board of Education approves this research project as presented.

CARRIED 111/16

- (ii) A research request was received from Karen Nelson on behalf of Margaret Smiley, an administrator at an alternative school in School District No. 78 (Fraser Cascade). Mrs. Smiley is working on her doctorate program through Capella University and will be requesting permission “to approach principals of alternative schools for information on current practices in their schools”. The purpose of the research is particularly related to students in alternative schools and their transition to post-secondary education. Superintendent Halstead recommends approval of this research project.

It was moved and seconded that the Board of Education approves this research project as presented.

CARRIED 112/16

**(c) Safe Schools Update**

Ms. Halstead attended the Safe School’s Coordinators meeting in Richmond October 3 and 4. She was impressed with the quality of the program and where they have come from since the ERASE strategy was first developed in 2012. The training is more comprehensive now with more levels. It’s all about stepping up efforts to keep kids safe and well by continuing to improve upon creating safe learning

environments by developing a positive climate and culture within a school community through connectedness and communication.

The Ministry, in partnership with the ARC (Awareness. Respect. Capacity.) Foundation, will be hosting a full day on October 25 to support Education Leaders with the foundational knowledge and tools to establish anti-bullying policies with a focus on sexual orientation and gender identity (SOGI). Dianne Turner, appointed by the Ministry of Education as Chief Educator for BC will facilitate. Keiko Taylor and Meghan Carrico will represent School District 64.

**(d) MoE Parent Engagement**

A news release was sent from Education Minister, Mike Bernier on October 4 to parents regarding the Ministry's "work to update student reporting in kindergarten through Grade 9." The Ministry is inviting parents to provide feedback online at <http://engage.gov.bc.ca/yourkidsprogress>. Community meetings will also be set up in ten districts to provide opportunities for parents to attend and share their thoughts. Information can be found at <http://engage.gov.bc.ca/yourkidsprogress/communitymeetings/>. The first meeting will be held on Thursday, October 27 at Central Middle School on Fort Street in Victoria from 5 to 8 p.m. As the ferry schedule to the Outer Islands does not accommodate a late return on this date it was suggested the district could pay for accommodation for one night for 1 or 2 people. Anyone attending from Salt Spring Island can return on the 9:00 p.m. ferry to Fulford Harbour.

**(b) District Review**

Year four of the class, school district review will take place Thursday, October 13, 2016 at the Legion beginning at 1:00 p.m. The focus will be on school planning for each of the district's eleven schools.

**(c) Staffing/Enrollment**

On October 24, the district will receive information from the Ministry regarding the total funded enrollment for 2016/2017.

At present there are nine Educational Assistant postings out. These are temporary appointments for additional classroom support for students with complex needs. Funding is in place for these positions. GITA postings will be developed for Windsor House School and teachers on recall will likely be offered positions due to number of students currently enrolled.

**(g) Coaching**

Coaching sessions are provided each year with three external coaches. Participants engage in individual, team, group coaching and group peer support. Thank you to the Board for their continued support. Coaching is no longer an initiative in the district; it's how we do business.

**(h) New Employee Orientation**

Ms. Underwood shared that the New Employee Orientation was held on Wednesday, October 5 and attended by 8 new CUPE sub/casual employees and 4 new TTOCs. GITA President Deborah Nostdal, CUPE Vice President Angela Thomas and TTOC representative Rose Kilmer also attended. It was an enjoyable, successful session with a lively group who presented great questions. Door prizes (books) were offered. Ms. Underwood will send out a survey for feedback.

**(i) OIMY**

OIMY started last week. Students are very engaged; robotics has been added to exploratories. The group meets October 20 on Mayne Island.

**9. CORPORATE FINANCIAL OFFICER'S REPORT**

No report at this time.

**10. COMMITTEE REPORTS**

**(a) Policy Committee**

At the June 8 Board meeting, the trustees approved contracting someone to review and revise district bylaws, policies and procedures. On September 14, Martin Blakesley was contracted with a budget of \$15,000. Mr. Blakesley attended the Policy Committee meeting on September 28. He will focus on the district bylaws first.

GITA President Deborah Nostdal stated the claim for mileage in the district is \$.54/km. The BCTF offers a rate for bicycle use at half the mileage for cars to encourage people to use other transportation for Pro D events. Would the district consider this option? Ms. McKenzie shared that the district follows the BCSTA rates for mileage, which doesn't include a mileage rate for bicycles.

Trustee Pingle presented the following Notice of Motion:  
That bylaws 1, 2, 3, 4, 5, 6 and 8 will be given first reading at the November 9 Board meeting.

**(b) Programs Committee**

Programs Committee Chair Nancy Macdonald shared the highlights of the September 28, 2016 meeting, which included discussion on:

- i. Inspire Learning
  - o Early Years
    - ELF/StrongStart programs for children from 0 to 5 years of age who attend along with parents/guardians, grandparents and nannies. An outstanding environment created by the facilitators
    - Roots of Empathy happening in Grades K and 1
    - Story Walk
  - o Technology and Learning
    - Presentation by Doug Livingston on T4L
    - Tech leadership and goals
    - Digital literacy
- ii. Integrate Sustainability
  - o WiFi
    - Presentation by Doug Livingston based on available health information, WiFi guidelines and research. Three years ago – no evidence or cause for concern. Investigation is ongoing and if there is a change public will be notified. Similar districts have more wifi now than ever
    - Chair McKenzie will reply to recent wifi concern and include Mr. Livingston's report.
- iii. Involve Community
  - o Kindergarten transition regional forums
  - o Technology and learning to be embedded in School Plans

**(c) Community Relations Committee**

Trustee Wakefield shared draft version 2 of the 2017/2018 SD64 Consultation Schedule with Board members. A template of the local school calendar for 2017/2018 will be released to the district website, to employees and parents via letter and submitted to the Driftwood newspaper in November for public feedback. The 2017/2018 provincial exam schedule will likely not be released until Spring; this information will not be available for the November release.

It was moved and seconded that the Board of Education adopts the 2017/2018 draft consultation schedule as presented.

CARRIED 113/16

**11. OTHER BUSINESS**

**12. QUESTION PERIOD**

**13. NEXT MEETING DATES**

- (a) Committee Day – October 26, 2016 at the School Board Office
- (b) Regular Board Meeting – November 09, 2016 at Galiano Community School

**14. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 2:47 p.m.

CARRIED 114/16

Date: November 9, 2016

May McKenzie  
Chairperson

Certified Correct:

Rod Scotvold  
Secretary Treasurer

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**LOCAL SCHOOL CALENDAR CONSULTATION FOR 2017/2018**

CUPE President Larry Melious shared with Board members that while he and CUPE members enjoy the 4-day week he would be in favour of moving back to 5-day school week so members could make a living wage.

GITA President Deborah Nostdal also enjoys the 4-day week; however, she feels there needs to be more support for early childhood learners and vulnerable kids perhaps through programs offered on Fridays. The 4-day week can present challenges for some families and students.

No community members present for discussion.