



**MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
BOARD OF EDUCATION – SCHOOL DISTRICT #64 (GULF ISLANDS)
HELD WEDNESDAY, JUNE 13, 2012 AT THE SCHOOL BOARD OFFICE**

Present:	May McKenzie	Chairperson
	Bonnie MacGillivray	Vice Chairperson
	Rob Pingle	Trustee
	Katharine Byers	Trustee
	Pete Williams	Trustee
	Susanne Middleditch	Trustee
	Kathy Page	Trustee
	Jeff Hopkins	Superintendent of Schools
	Rod Scotvold	Secretary Treasurer
	Linda Underwood	Director of Human Resources
	Lisa Halstead	Director of Instruction
	Dawne Fennell	Executive Assistant
	Jack Braak	GITA President
Jim Moulton	CUPE President	
Shannon Shields	GIPVPA Representative	
Lauren Utter	GISS Student Representative	
Elizabeth Nolan	Driftwood Representative	
Regrets:	Shelley Lawson	DPAC Representative

The meeting was called to order at 1:00 p.m.

1. ADOPTION OF AGENDA

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2012 06 13, be adopted with the following addition:

8 (f) BAA Courses

CARRIED 46/12

2. APPROVAL OF MINUTES

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2012 05 09, be approved as presented.

CARRIED 47/12

3. BUSINESS ARISING

4. DELEGATIONS

5. TRUSTEE'S SCHOOL REPORTS

➤ ***Fernwood Elementary School***

Soccer world cup at lunch time; artist in the school; visiting author; K/1 field trip to Duck Creek with conservancy; grand opening for completion of sandbox; Fun Day – end of term fundraiser; strawberry tea

➤ ***Fulford Community Elementary School***

Outdoor ed. classroom having grand opening on June 27; “Sharing our Learning” and So You Think You Can Dance” presentations; lots of field trips; selling flower baskets as a fundraiser

➤ ***Galiano Community School***

Both classes participated in tennis lessons for two weeks, finished with tennis tournament; mini sports day tomorrow; younger class voting on games for sports day; 12 out of 12 duckling eggs hatched, ducklings have all gone to homes; sailing and kayaking instruction; United Way sent rep to check out the food program at Galiano School and to talk to students about gardening and food prep; 5 Kindergarten students came in for introduction to school; one parent volunteer is mentoring a

student and they are building a look-out so students can watch the building of the library from a safe place

➤ ***Gulf Islands Secondary School***

Lauren Utter, Student Representative: “Haroun” show, was great; Lauren was the stage manager; music show; grad last weekend; Mr. Nelson handed out solar glasses and students went out to see the transit of Venus; exams coming up; “Pinocchio” being presented outside June 19; yearbooks coming out; gr. 11’s mentoring gr. 9’s; Chair McKenzie thanked Lauren for her input and dedication this year. She will return as student rep for 2012/2013.

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

Ocean’s Day with conservancy and whole day of cycling from one beach to another; strawberry tea today; mural finished; gr. 8 grad on June 26; windup for soccer; PAC meeting on June 18 and parents will try to have elections for next year; sailing instruction; gr. 8’s held fundraiser (bingo); water fight on last day of school with fire fighters; Chair McKenzie is hosting last day of school for staff at her home

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

Fun Day June 19; GISS exams; parent appreciation tea; bike rodeo; gr. 8 class, kayaking and power squadron instruction; PAC hoping to hold elections for next year; school film premier showing at school today; summer basketball camps

➤ ***Phoenix Elementary School***

Conservancy field trip to Duck Creek; writing project; lots of tent caterpillars; hot lunch; team teaching; students have access to some internet sites; best practices being evaluated all the time; successfully applied for 15 laptops from Set BC; OI middle years program; dance workshops; story teller visiting; “Hullabaloo” June 17, 11 a.m. to 2 p.m.

➤ ***Salt Spring Island Middle School***

Gr. 5 transitions complete; field trips for year end celebrations; visiting author and “Axe Capoeira” a Brazilian dance group; annual sports day tomorrow; PAC organizing talent show June 16 to raise funds for computer lab; celebrating dance tomorrow; teachers Lee Sigmund and Monika Mayr retiring; Spring Fling

➤ ***Salt Spring Elementary School***

Forest Concert with Holly Arntzen and Kevin Wright June 7; Fun Day June 22; pool party June 26; leaving assembly June 28; heron rookery behind pool – new conservancy initiative; lots of classes making field trips to Mouat’s Park

➤ ***Saturna Elementary School/SEEC***

Energy high; younger group planning year end celebrations and camping trip to Cabbage Island with older students; mini sports day; high school students finishing their “Ideas” projects; Minister Abbott’s visit to Saturna and SEEC on June 4 was very successful, students did a great job of hosting

➤ ***Windsor House School***

Field trip to Splash Down Park; day trip or camping trip end of June – students’ choice to attend either; leaving ceremony, students and teachers share stories; showcasing all projects on the last day of school

6. **CORRESPONDENCE**

No correspondence.

7. **CHAIRPERSON’S REPORT**

(a) **Board Meeting Schedule for 2012/2013**

The draft meeting schedule was sent out to all partner groups last month; no negative feedback was received. This is now the final copy and it will be sent out again to all partner groups and posted on the district website. A suggestion was made regards changing the start time of Board meetings and Committee Day meetings, from 9:00 a.m. to 10:00 a.m. It was decided the times would remain flexible depending on the agendas.

(b) Audit Committee

Trustee Pete Williams recommends the district continue with the Audit Committee. The meetings are held independently from management. The main purpose of the committee is to help ease communication before the audit, i.e., concerns can be brought forward at meetings and added to the audit process and following the audit, the committee can question any audit findings before the financial statements are approved. Chair McKenzie and Trustee Williams are members of this committee. The district's annual audit will take place July 23 to 27, 2012. Trustee Williams will set a date for the Audit Committee members to meet in early July.

(c) Changes to 2012/2013 Local School Calendar

The government recently declared the addition of B.C. statutory holiday, "Family Day", which will take place on the second Monday in February each year, beginning in 2013. February 18, 2013 was the original date chosen by Christy Clark and that date was reflected in the April 2012 draft version of the district calendar.

It was moved and seconded that the Board of Education accepts the altered school calendar to accommodate the Family Day statutory holiday declared by the Ministry, which will take place on the second Monday in February each year, beginning in 2013.

CARRIED 48/12

This revision also determines that Friday, February 15, 2013 will be an instructional day and Friday, February 22, 2013 becomes a Pro D day. The revised calendar will be circulated to all work places and posted on the district website.

(d) GISS Graduation

There are around 120 graduates this year. The ceremonies went well with great music performances and a number of scholarship and bursary winners. The after party at the Farmer's Institute was well organized and enjoyed by the graduates. Chair McKenzie extended a thank you to all parents, students and administrators who were involved with planning and organizing the ceremony and after grad.

(e) Minister's Visit

Minister of Education, George Abbott, along with other Ministry personnel, visited GISS on June 4 to talk to students and inquire about two particular programs, Connecting Generations and GISPA. He also met with trustees at the Board Office, then the group headed to Saturna Island by water taxi for lunch and a visit to Saturna School and Haggis Hallow.

8. CHIEF EXECUTIVE OFFICER'S REPORT

(a) School Fees

Mr. Hopkins explained the fee schedule for the district elementary schools, Saltspring Island Middle School and Gulf Islands Secondary School for the 2012/2013 school year, which have been approved by the School Planning Council (SPC) at each school. A fee increase from \$1,500 to \$1,750 was suggested for GISPA academy for the 2012/2013 school year. 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 was an issue. Coordinator Jason Donaldson would like to do a review of the program next year.

It was moved and seconded that the Board of Education approves the School Fees schedule for the 2012/2013 school year as amended.

CARRIED 49/12

(b) Codes of Conduct

As per government legislation, the Code of Conduct reports, that have been approved by the SPC at each school, must be reported to the Board of Education each school year. These reports also deal with violence prevention. Each school reviews their Code of Conduct annually.

Due to time constraints, this item is tabled until Committee Day, June 27 for discussion and acceptance of the Codes of Conduct reports.

(c) Outer Gulf Islands Middle Years Report

Over the past few months, Ms. Halstead has met with teachers and parents to discuss the Outer Gulf Islands Middle Years program, to determine what the needs are, what the structure of the program would look like and how teachers would plan for it. Parents expressed their concern that these days not just be “fun” days, but that they consist of educational experiences and learning. The program is designed around best practices and middle years education. The students will meet every second Wednesday. The program will consist of three 5-6 week terms, which gives students enough time to complete their projects. Each term will take place on a different island.

Ms Halstead presented her Outer Gulf Islands Middle Years Report and Recommendations to the Board. The report focused on three areas:

1. Information Gathering and Research
2. Consultation and Discussion
3. Recommendations & Proposal for Action

She also included the following documents:

1. Proposed Timeframe for Year One
2. Thematic Diagram for Term One Academics 2012/13

A part of her report, Ms Halstead shared a video of student and teacher involvement from the May 16th “kick-off day” for the program that was hosted on Mayne Island. There were about 60 students and five teachers who participated in the educational events of the day. The feedback from teachers, parents and students was very positive.

Chair McKenzie thanked Ms Halstead, Mr. Hopkins and Mr. Scotvold for taking this project on. Trustee MacGillivray expressed her gratitude for the leadership and development of this program.

It was moved and seconded that the Board of Education accepts and approves the Outer Gulf Islands Middle Years Report and Recommendations along with the presented budget.

CARRIED 50/12

(d) November Conference

Instead of the December Academy, BCSTA is joining with their education partners to present a joint education leadership conference, *Partnerships for Personalization: Leading and Transforming Together*, on November 15 and 16, 2012 to be held at the Vancouver Convention Centre. June 15 is the deadline for school districts to submit proposals for making presentations at the conference. Three proposals have been submitted for our district:

1. Superintendent Hopkins submitted a proposal to involve 5-8 district students to present about learning in general with an emphasis on personalized learning;
2. Principal Steve Dunsmuir was asked to submit a proposal regards SEEC and personalized learning, which would also involve a panel of students; and
3. Vice Principal Shannon Shields submitted a proposal with regard to Quality Teaching and Framing Networks.

(e) New Guidelines for Superintendents’ Achievement Contract

A short, live meeting was held on June 5 and 6 by the Student Achievement Branch to review the 2012 Achievement Contracts guidelines and to provide Superintendents the opportunity to ask questions about the guidelines. The new guidelines have 100% quantitative targets, dictating what the goals should be while the invitation from the Ministry is to think differently and look more holistically at achievement contracts. The information contained in the district achievement contract will be different this year as there isn’t as much information as usual due to the teachers’ job action.

(f) BAA Courses

Superintendent Hopkins recommends the Board approve four Ministry of Education Braille courses submitted to him by Beverly Graham, School District #64 (Gulf Islands) Teacher of the Visually Impaired. Accompanying the course outlines is the rationale as given by the Provincial Resource Centre for the Visually Impaired (PRCVI).

It was moved and seconded that the Board of Education accepts the four Ministry of Education curriculum courses as submitted by Beverly Graham, School District #64 (Gulf Islands) Teacher of the Visually Impaired:

Braille 10-VI (Ministry Code: YBR10)
Braille 11-VI (Ministry Code: YBR11)
Braille 12-VI (Ministry Code: YBR12)
Visually Impaired Technology (YVSIT10)

CARRIED 51/12

9. CORPORATE FINANCIAL OFFICER'S REPORT

(a) Monthly Financial Report

The monthly expenditure report as at June 12, 2012, indicates that with 0.9167 of the year completed, 0.8974 of the budget has been expended. We are 1.93% below budget at this time. The district will likely end the year at 1% below budget. Costs for teacher sickness have been rising each year and have been significant this school year.

(b) Capital Project Bylaw No. 116288

Mr. Scotvold presented Capital Project Bylaw No. 116288 regards the 2012 School Bus Procurement (two 84 passenger buses) for School District #64 (Gulf Islands), which specifies a maximum expenditure of \$254,741.21.

It was moved and seconded that there is unanimous approval to read Capital Project Bylaw No. 116288 in one sitting.

CARRIED 52/12

It was moved and seconded that Capital Project Bylaw No. 116288 be read a first time and approved.

CARRIED 53/12

It was moved and seconded that Capital Project Bylaw No. 116288 be read a second time and approved.

CARRIED 54/12

It was moved and seconded that Capital Project Bylaw No. 116288 be read a third time, passed and adopted.

CARRIED 55/12

10. COMMITTEE REPORTS

(a) Policy Committee

(i) Policy 650, Learning Design Partners (LDP)

It was moved and seconded that the Board of Education approves revised Policy 650, *Learning Design Partners (LDP)*, as presented.

CARRIED 56/12

(ii) Policy 675, Scholarships

It was moved and seconded that the Board of Education approves new Policy 675, *Scholarships*, as presented.

CARRIED 57/12

11. OTHER BUSINESS

12. QUESTION PERIOD

13. NEXT MEETING DATES

- (a) Committee Day – June 27, 2012 at the School Board Office
- (b) Regular Board Meeting – September 12, 2012 at the School Board Office

14. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 2:45 p.m.

CARRIED 58/12

Date: September 12, 2012

May McKenzie
Chairperson

Certified Correct:

Rod Scotvold
Secretary Treasurer