



MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
SCHOOL BOARD OFFICE
2017 09 13

Present:	Rob Pingle	Chairperson
	May McKenzie	Vice Chairperson
	Susanne Middleditch	Trustee (via teleconference)
	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
	Larry Melious	CUPE President
Shelly Johnson	GIPVPA Representative	
Elizabeth Nolan	Driftwood Representative	

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 09 13, be adopted as amended with the following addition:

7 (b) Request from Colleen Ming (Mayne Island Assisted Living Society)

CARRIED 80/17

2. APPROVAL OF MINUTES

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2017 06 14, be approved as presented.

CARRIED 81/17

It was moved and seconded that the minutes of the Special Board Meeting, Public Session held 2017 08 31, be approved as presented.

CARRIED 82/17

3. IN-CAMERA SUMMARY

It was moved and seconded that the summary for the In-Camera Session held 2017 06 14, be received as presented.

CARRIED 83/17

It was moved and seconded that the summary for the In-Camera Session held 2017 06 21, be received as presented.

CARRIED 84/17

It was moved and seconded that the summary for the In-Camera Session held 2017 08 31, be received as presented.

CARRIED 85/17



4. **BUSINESS ARISING**

None at this time.

5. **DELEGATIONS**

(a) **Keltie Miles and Manisha Singh-Decosas**

Ms. Miles and Ms. Singh-Decosas are Galiano parents whose children are on the water taxi waitlist to travel from Galiano to SIMS. Ms. Miles's son has learning disabilities and she feels there are more resources available to him at SIMS. She feels he would also be better prepared to attend GISS. Ms. Singh-Decosas's son wants to attend SIMS because of the sports program and he also wants to be ready to attend GISS next year. It has been difficult for both families to find housing on SSI and the accommodations that are available to them are expensive. Both mothers are aware of Procedure 700 and priority ridership for this service, which is provided to students attending GISS who reside on Mayne, Pender, Galiano and Saturna Islands. They questioned the priority given to middle years students who are participating in French Immersion and MYSEEC. Vice Chair McKenzie explained these programs were not available on the islands therefore the priority list was implemented. Trustee Wakefield stated the policy will be reviewed and perhaps a task force will be set up to delve deeper into this issue; however, this will not solve the delegates' situation for this year. The trustees thanked Ms. Miles and Ms. Singh-Decosas for attending the meeting and sharing their concerns.

Ms. Miles and Ms. Singh-Decosas departed the meeting at 1:40 p.m.

6. **TRUSTEES' SCHOOL REPORTS**

Focusing on Strategic Goal 1 – Inspire Learning – Providing healthy, welcoming and safe learning environments where all students flourish

Chair Pingle welcomed GISS delegates Fraser Byers, Junan Adam-Gordon, Acacia Lee and Kahlila Ball to their first Board meeting and invited them to attend any Public meeting when they are able to. Fraser Byers presented the GISS school report.

Fernwood Elementary School

At Fernwood School, we highlight our core values, the 3 Rs - showing CARE to others by being Respectful, being Responsible, and Reaching Out to others - in a variety of ways. We discuss them at every whole school meeting, recognizing those who demonstrate expected behaviour, incorporate them into class rules, and use them in our problem-solving framework. Classroom teachers have highlighted the importance of a growth mindset, emphasizing perseverance, attitude, and skills as ways to reach success. Currently, our hallways and classrooms are decorated with our students' words about what behaviours and attitudes will make the school a fun and safe place to learn (some examples below). We will be teaching strategies to all students for handling any problems that might arise, such as worrying about school work, a problem with a friend, or anything else that might arise in a school day.

Fulford Community Elementary School

September is busy and exciting time at school but is also a very important time for creating positive learning environments that will set the year up to be successful for all students. Teachers are busy getting to know their new students and doing community-building activities to help students make connections with each other and their teacher. They are establishing routines to help students build independence, and explicitly teaching classroom and school expectations. The time and energy teachers are investing now to develop a strong community and a positive learning culture will reap benefits for the remainder of year, making their classrooms safe, welcoming and healthy environments where students will thrive.



Galiano Community School has welcomed the students and families back with open arms. A Welcome Back tea and treats on Day One gave families a chance to connect while the kids met their teachers. Community Week followed where kids were placed in multi age family groups (K-8) and rotated through small group team building activities with all the staff, and a family Terry Fox run rounded out the week. Welcome Back signs and sidewalk art, messages, art, flowers, emails, hugs were additional ways families and kids were embraced back in to a new school year.

Gulf Islands Secondary School – report written and presented by Fraser Byers, Grade 10 GISS student

The first couple weeks at Gulf Islands Secondary have gone by amid many changes and unexpected circumstances. Inherently there have been the usual hiccups with the new grade 9 arrivals and the introduction of our 68 international students. However, even more than usual this year, a case has arose regarding class changes and timetable adjustments. Both councillors were fully booked up to the cut off date for class changes so the overflow students were handled by Mr. Bennet. The presumed cause of this was that many students – especially the grade 11's and 12's – postponed picking up their packages until the first day of school.

The first day welcomed the newcomers with an opening ceremony, whereat student engagement was announced as Mr. Ruehlen's goal for the school year. The atmosphere that followed was very positive and has continued to grow through the weeks with activities such as a *staff vs. grad* softball game, and appropriate grad pranks. Returning and new students alike have been quick to get involved with the different extracurricular clubs and activities. For instance our leadership group has had a turnout of over 50 members and as you may have noticed, our new student council has had a brisk start. The school has sustained its many programs and student resources, while also implementing further improvements, such as a supplementary support teacher for math and science available to students during flex, b and c block. Ultimately the activities, spirit, and learning at Gulf Islands Secondary School have wasted no time in getting up to speed and have set the pace for the rest of the year.

Mayne Elementary/Jr. Secondary School

At Mayne Island School, we have recently made significant progress towards our ongoing goal of intentionally transforming and redesigning our learning environments. We organized these spaces to honour the image of the child in our multiage learning community. Therefore, our spaces are welcoming and safe for all members of our learning community and will continuously evolve through interaction and co-construction by active citizens. We whole-heartedly embrace the philosophies of Reggio Emilia and honour the power of the environment being the third teacher.

At Mayne Island School, we consider the natural environment of the forest, farms, ocean and beaches to be an extension of our classrooms. We are inspired to consider this spectacular location in our teaching and learning. We learn in nature and in the community supporting all learners in developing a strong sense of place. We create a school culture where, regardless of our physical location, all members feel included, heard, represented, and valued.

Pender Islands Elem./Sec. School

Our first day back at school was a very welcoming one!! The hallways were filled with the Pender PAC representatives, our school board Trustee and many parents and teachers. Students were able to have homemade muffins and we welcomed them all back to school with a school assembly, packed full of students and parents. Off to a great, welcoming start.



Phoenix Elementary School

During the month of September, members of the Phoenix community (students, staff and parents) are engaged in various whole school and individual class activities and opportunities to develop, nurture and create the foundation for a welcoming, safe and caring culture at Phoenix Elementary. Some examples are the following:

- * meet and greet (mingle) with parents
- * whole school/family blackberry-pancake breakfast
- * whole school scavenger hunt in Mouat Park
- * whole school community building stations for the first week of school
- * review code of conduct, school/classroom expectations, roles and responsibilities.
- * whole school swim
- * whole school garden harvesting and munching - tomatoes, tomatoes, tomatoes...
- * whole school meetings/gathering at the fire pit (minus the fire)
- * review all "housekeeping" things to reduce anxiety (bathrooms, schedules, bus routines, school boundaries for recess, arrival/departure procedures, etc.)

Saltspring Island Middle School

The idea behind Community Week is to start the year focused on making our school a safe and happy place to be. We view our school as a community that supports, includes and honors all of its members. This week is designed to foster that idea. Students are put into multiage groups so that they can get to know as many students as possible before the beginning of the year. As well, we try to ensure that each student will have at least one student from their former class/school in their group. French Immersion students, MYSEEC students as well as students from every grade are represented in each group. Grade Eight student leaders are in charge of the groups to make sure that everyone is feeling comfortable and getting to each activity on time. This is a wonderful leadership opportunity for these older students.

The activities in Community Week are designed around building community, focusing on community building, cooperation that enhances problem solving, team building and collaboration, just to name a few. Each teacher in our school sponsors an activity. In this way, each teacher sees every student, and every student will get to meet every teacher. We start our year this way to set the tone for the year- it's the first step in building a community of learners who support and appreciate each other.

Salt Spring Elementary School

This year to inspire learning and curiosity, SSE will be part of the Seaquaria in Schools program. The school will house a self-contained, chilled marine aquaria filled with fascinating marine life. The students will monitor and study these creatures all year. A school-wide water theme will broaden the learning as well as unifying the school with a common direction. We are excited by the place based and deep learning opportunities.

Saturna Elementary School/SEEC

Each day at Saturna School begins with the staff meeting the parents and children at the front door. Whether a simple "hello" or a saying a child's name this allows each person to be personally welcomed and shown a sense of importance to the school. This continues all year and parents use these moments to chat with the teachers.

The year starts with refreshing things previously learned, reminders to look after one another and reestablish the routines needed for learning together. The classroom spaces are clean and organized for new adventures. The walls are empty and the books all tidy. Individual desks are chosen and students



arrive wanting to immediately make their own nametags and check out the baskets of books. We revisit the Zones of Regulation, Mindfulness, and general expectations for treating each other with Respect, Sharing things, being Kind and Helpful.

Windsor House School

Windsor House started the year with a school wide focus on emergency preparedness. Because most of our students are on a field trip, or out at a community site every day, we began the year at each site with a conversation about where to go and what to do in case of an emergency. It set the tone for further discussions about site agreements, and how we want to share spaces and resources. As a democratic school students work together on agreements and co-create the learning environment each day through a meeting at each site to vote and discuss the activities, offerings, and requests. Sometimes it is for the day and other times it is ongoing. Health and safety is the responsibility of the staff and not voted on, but pretty much anything else is up for discussion.

We held a two-day "Open Space" process to facilitate students getting to know each other, and to plan the first three weeks of sites, and activities offered at each site. This set the online booking schedule for September. Students directly proposed activities and ideas of things they wanted to learn, to the group, in the form of requests and offerings. We created a gallery walk of possible activities that students could sign up on to indicate their interest. At the end of two days of talking, and playing together, the staff, some students, and parents, created our first three weeks of school.

7. CORRESPONDENCE

(a) Request from Mike Bullis

A letter was received from Mike Bullis requesting the Board grant the Silver Maynes a permit to allow alcohol consumption in the Mayne School gym for a Christmas dinner on Saturday, December 2, 2017.

It was moved and seconded that the Board of Education grant permit as per Policy 975 to the Silver Maynes for a Christmas dinner on December 2, 2017.

CARRIED 86/17

(b) Request from Colleen Ming

A letter was received from Colleen Ming requesting the Board grant the Mayne Island Assisted Living Society a permit to allow alcohol consumption in the Mayne School gym for a Fashion Show Fundraiser on Saturday, November 4, 2017. Ms. McKenzie abstains due to a pecuniary interest.

It was moved and seconded that the Board of Education grant permit as per Policy 975 to the Mayne Island Assisted Living Society for a Fashion Show Fundraiser on Saturday, November 4, 2017.

CARRIED 87/17

8. CHAIRPERSON'S REPORT

(a) Welcome Back

Chair Pingle welcomed all Board members back to the first Board meeting of the school year and extended a welcome to all new district staff.

(b) Notice of Motion – Local School Calendar

Vice Chairperson May McKenzie presented the following Notice of Motion:

It was moved that the Board of Education adopts a Local School Calendar for the 2018/2019 school year that reduces the number of instructional days by approximately 25 to 30 resulting in a four-day school week. The instructional time from these days will be added to the remaining days of instruction.



The resulting savings will allow the district to preserve programs and options for our students. The motion will be tabled at the regular Public Board meeting on March 14, 2018.

The notice of motion will be added to the website along with an online comment form to allow people the opportunity to share their input regarding the 4-day instructional week.

(c) 2018/2019 School Calendar Consultation Schedule

Trustee Wakefield shared a draft of the 2018/2019 SD64 Consultation Schedule with Board members. A template of the local school calendar for 2018/2019 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 2018/2019 provincial exam schedule will likely not be released until Spring; this information will not be available for the November calendar template release.

It was moved and seconded that the Board of Education adopts the template of the 2018/2019 School District 64 Consultation Schedule as presented.

CARRIED 88/17

(d) VISTA

The Fall 2017 VISTA Conference hosted by School District No. 71 (Comox Valley) will be held September 29 and 30. Trustees and Superintendent Halstead will attend.

9. CHIEF EXECUTIVE OFFICER'S REPORT

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

Superintendent Halstead's presentation to the Board is titled, "Learning and Assessment Practices that Nurture Learner Resilience and Emotional Health" and speaks to promoting wellness in the district. Ms. Halstead presented with Linda Underwood and Doug Livingston at the August BCSSA Summer Conference in Kelowna. Highlights include:

- Coaching – an opportunity to be curious, to open up to other opportunities and be inquisitive. Coaching is about helping people learn and grow; it is an opportunity to support teachers and for teachers to support students
- Focusing and aligning practices
- Teaching practices that promote student wellness
- Assessment practices to support learning and resilience

(b) Staffing Update

It has been a very busy start-up with over 90 postings to date for the 2017/2018 school year. Most of the GITA staff members are in place. CUPE staff is in place with the addition of one more EA position than last year. It's been a good start-up for students.

(c) Information Technology Summer Work Update

Mr. Livingston informed Board members that there has been a change of email addresses for district staff and students, which will provide a stronger and more stable infrastructure. He extended a thank you to the tech team who were responsible for getting everything up and running smoothly with only a few glitches that were identified and resolved. The bandwidth will be increasing at some schools and tech teams at the provincial level on working on this.



(d) Research Request

Ms. Halstead received a request from Elaina Kuurstra, Project Coordinator of the University of Waterloo, for permission to engage district schools with students in grades 9 to 12 to participate in the Cancer Risk Assessment in Youth Survey 2017 (CRAYS). Ms. Halstead recommends this request with the condition that teaching staff be willing and available to take part in the study and administer the survey.

It was moved and seconded that the Board of Education approves the research study as presented with the condition that teaching staff be willing and available to take part in the study and administer the survey.

CARRIED 89/17

10. CORPORATE FINANCIAL OFFICER'S REPORT

(a) Summer Work

Mr. Scotvold summarized a number of projects that took place at district schools over the summer months. He thanked Mr. Graham and Mr. Henshall and their crews for all their work in keeping district buildings and work areas safe and in great shape. Trustee Lawson extended a thank you to Mr. Graham for his patience and extensive involvement in getting the daycare and playground work done at Galiano School in a timely manner.

Trustee Macdonald presented a motion to have the Board Chair write a letter to all staff who worked over the summer to get the schools ready for start-up.

CARRIED 90/17

(b) 2016/2017 Financial Audit Statements

Ms. Rodgers informed Board members that the district received the final report of the enrollment audit in August. Funding to the district will be reduced by \$686,945 based on the recommendations of this report. This resulted in the district ending the year with an operating deficit of \$499,528. Without the reduction of the enrollment audit, the district would have had a surplus of \$187,417. The district is currently in an appeal process regarding this audit which could result in a return of revenue for the 2017/2018 school year. Ms. Halstead stated there appears to be "a disconnect between the compliance audit and the redesign of curriculum and assessment in the province." The appeal deadline is October 6. Ms. Rodgers is optimistic that the appeal will go well.

It was moved and seconded that the Board of Education approves the 2016/2017 Audited Financial Statements as at June 30, 2017 as presented.

CARRIED 91/17

11. COMMITTEE REPORTS

(a) Policies Committee

Chair of the Policies Committee John Wakefield spoke to the meeting held on June 21, 2017. Topics included:

- review of deleted and amalgamated policies
- discussion of draft whistleblower and conflict of interest policies

The next meeting will be held on September 27.

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

CARRIED 92/17

(b) Programs Committee

Chair of the Programs Committee Nancy Macdonald spoke to the meeting held June 21, 2017. Highlights included:

- discussion regarding the school celebration presentations which will continue for the 2017/2018 school year



- discussion regarding the presentation about recycling and composting. The committee did not recommend pursuing the composting initiative at this time

The next meeting will be held on September 27.

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

CARRIED 93/17

(c) Community Relations Committee

Chair of the Community Relations Committee Anna Herlitz spoke to the meeting held on June 21, 2017.

Three recommendations were made:

- to discuss alternative calendar options in the September 2017 Programs Committee meeting
- to recommend the 2018/2019 SD64 Consultation Schedule to the Board
- to recommend bringing a discussion regarding trustee communication with PACs and the public to Framework Day for a conversation with PAC and DPAC representatives

The next meeting will be held on September 27.

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

CARRIED 94/17

Vice Chair McKenzie and Trustee Lawson departed the meeting at 2:54 p.m. and Trustee Herlitz departed at 2:57 p.m. in order to catch the ferry.

CUPE President Larry Melious departed the meeting at 3:01 p.m.

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

- Committee Day – September 27, 2017 at the School Board Office
- Regular Board Meeting – October 11, 2017 at Saturna Elementary School/SEEC

15. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 3:04 p.m.

CARRIED 95/17

Date: October 11, 2017

Rob Pingle
Chairperson

Certified Correct:

Rod Scotvold
Secretary Treasurer